



## STAFF REPORT

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**DATE:** April 16, 2026 **FILE:** 0550-04 Board

**TO:** Chair and Directors  
Regional Board

**FROM:** David Leitch  
Chief Administrative Officer

**RE:** BYLAW NO. 644 – SURGE NARROWS WHARF LICENSE AGREEMENT

### PURPOSE/PROBLEM

To consider Bylaw No. 644 which proposes to authorize entering into a licensing agreement with Canada Post Corporation for part of the Surge Narrows wharf facility

### EXECUTIVE SUMMARY

The attached report was considered at the March 25, 2026 meeting of the Board at which time the following resolution was passed:

Mawhinney/Whalley: SRD 232/26

THAT a bylaw to authorize entering into a licensing agreement with Canada Post Corporation for the use of a portion of the Surge Narrows wharf facility be prepared for the Board's consideration.

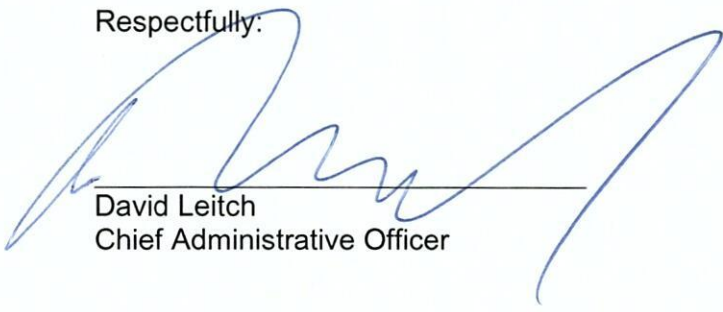
Bylaw No. 644 has been prepared based on the direction provided by the Board and is now presented for further consideration. The license agreement with Canada Post for use of the Surge Narrows wharf is proposed to be in effect for 2 years as recommended by the Electoral Areas Services Committee.

Under the provisions of the *Local Government Act*, the license under consideration is deemed to be a disposition of public property which requires that the Board provide opportunity for public input prior to making a final decision. The attached schedule demonstrates the time requirements to complete all steps associated with the public engagement process and consideration of final adoption by the Board for Bylaw No. 644.

### RECOMMENDATIONS

1. THAT the report from the Chief Administrative Officer be received.
2. THAT Bylaw No. 644, being a bylaw to authorize entering into a licensing agreement for part of the Surge Narrows wharf facility, be now introduced and read a first time.
3. THAT the rules be suspended and Bylaw No. 644 be given second and third readings.
4. THAT Bylaw No. 644 be returned for further consideration by the Board following the conclusion of the public engagement process.

Respectfully:



David Leitch  
Chief Administrative Officer

Schedule	Action
March 25, 2026	Board reviews staff report regarding Surge Narrows wharf license.
April 29, 2026	Board gives first 3 readings to Bylaw No. 644 and commences public engagement process.
May 6, 2026	First notice of property disposition provided for public comment.
May 13, 2026	Second notice of property disposition provided for public comment.
June 15, 2026	Deadline for providing public comments on Bylaw No. 644.
June 24, 2026	Regional Board adopts Bylaw No. 642 following receipt of public input.
June 30, 2026	License agreement executed with Canada Post for part of Surge Narrows wharf facility.

**Prepared by:** T. Yates, Corporate Services Manager

Attachments: Bylaw No. 644  
Copy of March 12, 2026 report to the Board



## BYLAW NO. 644

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### A BYLAW TO AUTHORIZE ENTERING INTO A LICENSING AGREEMENT FOR PART OF THE SURGE NARROWS WHARF FACILITY

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**WHEREAS** the Regional District may, pursuant to Part 5 of the *Local Government Act*, acquire, hold, manage and dispose of land, improvements or other property or any interest in such property;

**AND WHEREAS** the Regional District owns and operates a wharf facility at Surge Narrows in Electoral Area C;

**AND WHEREAS** the Regional District wishes to enter into a licensing agreement for a portion of the aforesaid wharf facility;

**AND WHEREAS** the requirements of the *Local Government Act* with respect to the disposition of Regional District property have been met;

**NOW THEREFORE** the Board of Directors of the Strathcona Regional District, in open meeting assembled, enacts as follows:

#### **Licence Agreement Authorized**

1. The Strathcona Regional District is hereby authorized to enter into a licensing agreement with Canada Post Corporation for the operation and maintenance of a cargo and mail distribution centre at the Surge Narrows wharf facility.

#### **Form and Substance**

2. The agreement referenced in section 1 shall substantially comply in form and substance with that shown in Schedule 'A', attached to and forming part of this bylaw.

#### **Authority to Execute**

3. The Chair and Corporate Officer shall have full authority to execute the agreement following adoption of this bylaw.

#### **Effective Date**

4. This bylaw shall take effect on the date of adoption.

**Citation**

5. This bylaw may be cited for all purposes as Bylaw No. 644, being Surge Narrows Wharf Licensing Agreement Authorization Bylaw 2026.

**READ A FIRST TIME ON THE      DAY OF                      , 2026**

**READ A SECOND TIME ON THE      DAY OF                      , 2026**

**READ A THIRD TIME ON THE      DAY OF                      , 2026**

**NOTICE OF DISPOSITION PUBLISHED ON THE      AND      DAYS OF                      , 2026**

**RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE      DAY OF                      , 2026**

\_\_\_\_\_  
Chair

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

**SCHEDULE 'A'**  
**LICENCE AGREEMENT**

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THIS AGREEMENT dated form reference the \_\_\_\_ day of \_\_\_\_\_, 2026

Between:

**STRATHCONA REGIONAL DISTRICT**  
#301-990 Cedar Street, Campbell River, BC V9W 7Z8  
("the Regional District")

and:

**CANADA POST CORPORATION**  
c/o Donna Keeling, Post Office Manager  
Surge Narrows, BC, V0P 1W0  
("the Licensee")

**WHEREAS:**

- A. The Regional District is the owner of the Surge Narrows wharf ("the facility").
- B. The Regional District has been requested by Canada Post Corporation to grant a licence to use part of the facility.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the licence fee and agreements to be paid and performed by the Licensee, the parties hereto covenant and agree with each other as follows:

**1. DEFINITIONS**

"Premises" means that part of the facility supporting a community postal centre measuring approximately 3.7 metres by 2.7 metres and described in Exhibit 1.

**2. GRANT OF LICENCE**

The Regional District grants to the Licensee a right and licence to use and occupy the premises during the term of this licence.

**3. TERM**

The term of this licence commences on the 1<sup>st</sup> day of June, 2026 and terminates on the 31<sup>st</sup> day of May, 2028.

**4. USE**

The Licensee shall use the Premises solely for operating and maintaining a community postal centre.

**5. LICENCE FEE**

The Licensee shall pay to the Regional District a licence fee of \$244.73 per annum (plus applicable taxes).

**6. COVENANTS OF THE LICENSEE**

The Licensee covenants with the Regional District as follows:

(a) Payment of Fees

The Licensee will pay the annual license fee plus applicable taxes at least 15 days prior to beginning of the Term and the anniversary of the commencement date.

(b) Taxes, Rates and Utility Charges

The Licensee shall pay all fees, charges, taxes, rates, duties or royalties of any type whatsoever resulting from the Licensee's use or occupation of the premises.

(c) Construction

The Licensee will not make any alterations in the structure, plan or partitioning of the facility nor install any equipment, plumbing, piping, wiring or apparatus without the prior written consent of the Regional District.

(d) Repair

(i) The Licensee will repair at its sole cost and expense, reasonable wear and tear excepted, all damage to the facility and any equipment or other property of the Regional District resulting from the Licensee's use of the facility.

(ii) The Licensee will keep and leave whole and in good repair all fixtures on the premises.

(iii) The Regional District may enter and view the state of repair at any time and the Licensee shall repair according to any notice given by the Regional District and, if the Licensee fails to do so, the Regional District may effect such repairs as it considers appropriate, in which case the Licensee shall reimburse the Regional District for all costs and expenses of repair and a reasonable amount for administration and overhead immediately upon the Licensee's receipt of an invoice for the work.

(e) Maintenance

The Licensee will be responsible for maintaining any equipment, plumbing, pipes, valves, meters, pumps and appurtenances installed under this or a previous license.

(f) Right of Entry

The Regional District, its officers, employees, and agents shall at all times and for all purposes have full and free access to any and every part of the premises.

(g) Assignment and Sublicensing

The Licensee will not assign or grant a sub-license to any party without first receiving written permission from the Regional District.

(h) Regulations

The Licensee will comply promptly at its own expense with the legal requirements of all authorities and all notices issued under them that are served upon the Regional District or the Licensee.

(i) Insurance

(i) The Licensee shall maintain during the term a policy of general liability insurance with a minimum amount of \$2,000,000 per occurrence, in respect of personal injury, bodily injury or property damage arising from or connected with the Licensee's use of the premises. The Regional District shall be named as an additional insured to such policy of insurance. The

Licensee shall provide the Regional District with a certificate of insurance, or other proof of insurance that is satisfactory to the Regional District, prior to making use of the Premises.

(ii) All policies of insurance taken out by the Licensee shall contain a waiver of subrogation clause in favour of the Regional District and shall also contain a clause preventing the insurer from cancelling or changing the insurance without providing at least thirty (30) days prior notice in writing to the Regional District.

(iii) If the Licensee fails to provide or maintain in force the insurance required by this Agreement, the Regional District may procure the required insurance on behalf of the Licensee and the Licensee shall pay to the Regional District the amount of the premium immediately on demand.

(j) Indemnification

The Licensee agrees that it will indemnify the Regional District against all claims, losses, damages, suits, actions and causes of action arising from or connected with the Licensee's use of the premises provided that nothing in this Agreement shall make the Licensee responsible to indemnify the Regional District to the extent that such claims are caused, in whole or in part, by the negligence of the Regional District.

(k) Possession

(i) At the expiration or sooner termination of this license, the Licensee will peaceably surrender and give up possession of the premises without notice from the Regional District, and hereby waives any right to notice to quit or vacate despite any law or custom to the contrary.

(ii) The Licensee will be responsible for insuring its own equipment and other personal property.

(iii) The Licensee will properly supervise all persons accessing or using the premises in accordance with this license.

## **7. MISCELLANEOUS COVENANTS**

The parties further agree that:

(a) Effect of Waiver

The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this license is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

(b) Cancellation

(i) The Licensee may terminate this Agreement if, for any reason, the Regional District is unable to provide the premises during the term, in which case the Licensee shall not be liable for payment of the licence fee for the remainder of the term, provided that the Regional District shall not be liable to the Licensee for damages suffered, whether consequential or direct, as a result of its inability to provide the premises.

(ii) If the Licensee does not cancel the licence as provided herein, and if the Licensee fails to make use of the premises for any cause other than as a result of neglect or default on the part of the Regional District, a strike or lockout of Regional District employees, or an act of God or insurrection, then the Licensee shall remain liable to pay the Regional District the full amount of the licence fee.

(c) Termination

The Regional District may at any time terminate this license for breach of any covenant or condition of this license by the Licensee.

(d) Holding Over

If the Licensee holds over following the term and the Regional District accepts the license fee, this Agreement becomes a license-at-will subject to those conditions in this Agreement applicable to a license-at-will.

(e) Execution

The parties warrant and represent that the execution of this Agreement is a warranty and representation to each other that the person executing the Agreement on their behalf has sufficient authority and capacity to bind their organization with his or her signature.

(f) Fitness of Premises

(i) The Regional District has made no representations or warranties as to the condition, fitness or suitability of the facility, premises, equipment or other personal property located on the premises and by executing this Agreement the Licensee forever releases the Regional District from any and all claims, losses or damages which the Licensee now has or may in future have due to any deficiency, unsuitability or lack of fitness for the Licensee's use.

(ii) The Licensee has inspected the premises and any equipment or other personal property in their present state and confirms that they are suitable for the Licensee's purposes.

(iii) The Licensee agrees that before commencing use of the premises the Licensee shall, on each occasion before use and occupation, inspect the premises and equipment and shall forthwith notify the Regional District in writing of any condition that may render the premises or equipment unsafe for use.

(g) No Interest

This Agreement shall not be interpreted as granting any interest in the facility to the Licensee.

(h) Interpretation

(i) When the singular or neuter are used in this Agreement they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.

(ii) The headings to the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

(i) Binding Effect

This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.

(j) Applicable Law

This Agreement shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

**IN WITNESS WHEREOF** the parties hereto have executed this agreement as follows:

**STRATHCONA REGIONAL DISTRICT:**

**CANADA POST CORPORATION:**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## STAFF REPORT

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**DATE:** March 12, 2026 **FILE:** 0550-04 Board  
**TO:** Chair and Directors,  
Regional Board  
**FROM:** Dave Leitch  
Chief Administrative Officer  
**RE:** **SURGE NARROWS POST OFFICE – LICENSE RENEWAL**

### **PURPOSE/PROBLEM**

To consider a recommendation from the Electoral Areas Services Committee that the Regional District enter into a new license agreement with Canada Post for the Surge Narrows post office.

### **EXECUTIVE SUMMARY**

The attached report was considered by the Electoral Areas Services Committee at its March 10, 2026 meeting at which time the following resolution was passed:

*Mawhinney/Vonesch: EASC 75/26*

*THAT the Committee recommend that the licensing agreement with Canada Post Corporation for the use of a portion of the Surge Narrows wharf facility be renewed for a 2-year period.*

The following actions are offered in support of the Committee's recommendation.

### **RECOMMENDATION**

1. THAT the report from the Chief Administrative Officer be received.
2. THAT a bylaw to authorize entering into a licensing agreement with Canada Post Corporation for the use of a portion of the Surge Narrows wharf facility be prepared for the Board's consideration.

Respectfully:

A handwritten signature in black ink, appearing to be "Dave Leitch", is written over a horizontal line. The signature is stylized and cursive.

Dave Leitch  
Chief Administrative Officer

**Prepared by:** *T. Yates, Corporate Services Manager*

Attachment: Copy of March 6, 2026 report to the EASC



## STAFF REPORT

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**DATE:** March 6, 2026 **FILE:** 0540-04 EASC

**TO:** Chair and Directors,  
Electoral Areas Services Committee

**FROM:** David Leitch  
Chief Administrative Officer

**RE:** **SURGE NARROWS POST OFFICE LICENSE RENEWAL**

### **PURPOSE/PROBLEM**

To consider renewing the license agreement between the Strathcona Regional District and Canada Post for the use of a portion of the Surge Narrows wharf facility.

### **EXECUTIVE SUMMARY**

In 2024, the Regional District extended its 2021 agreement with Canada Post Corporation through a one-year licence allowing the continued use of a portion of the Surge Narrows wharf facility as a community postal centre. This use of the Surge Narrows float structure predates the Regional District's ownership of the wharf, which was previously managed by Transport Canada. The licence agreement expired on December 31, 2025.

When the 2024 licence was executed, a one-year term was selected because the location of the post office was being reviewed as part of the planned Surge Narrows Marine Revitalization (SNMR) project. To align with the anticipated completion of the SNMR project and avoid the need for annual extensions, a two-year licence renewal is now proposed.

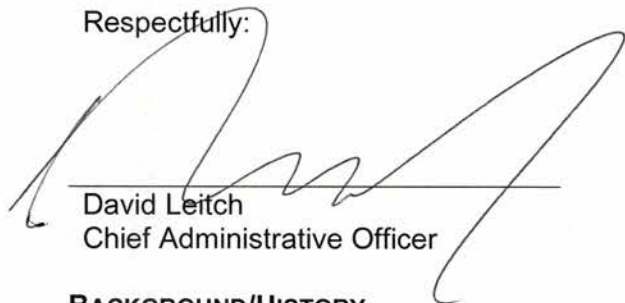
The SNMR project is currently anticipated to be completed in November 2027. This timeline would allow the Regional District and Canada Post Corporation to establish a new agreement for 2028 and beyond based on the confirmed long-term location of the post office within the revitalized facility.

The current Post Office Manager has confirmed Canada Post Corporation's interest in continuing postal operations at Surge Narrows. No changes to the existing licence agreement terms are proposed.

### **RECOMMENDATION**

1. THAT the report from the Chief Administrative Officer be received.
2. THAT the Committee recommend that the licensing agreement with Canada Post Corporation for the use of a portion of the Surge Narrows wharf facility be renewed for a 2-year period.

Respectfully:



\_\_\_\_\_

David Leitch  
Chief Administrative Officer

**BACKGROUND/HISTORY**

The SRD inherited the licence from Transport Canada when the facility was divested in 2014 and has continued to provide space to Canada Post Corporation for community postal services. No alternate uses of the facility by the SRD are currently proposed. Continuing to offer the licence supports the local community’s need for access to P.O. Boxes and the ability to receive air freight deliveries.

Maintaining the licence also supports the Regional District Board's Strategic Objective of Community Well-Being, including identifying and considering transportation initiatives that safely move people, goods, and services between communities and beyond.

The Transport Canada wharf at Surge Narrows is scheduled to be renovated in the first quarter of 2026. As part of this work, a freight shed will be installed that can accommodate the post office until the Surge Narrows Marine Revitalization (SNMR) project is complete. Coordination with Canada Post has been incorporated into project planning, and accommodations will be made to support the transition into the new structure and minimize service disruption during the renovation.

**FINANCIAL IMPLICATIONS**

A \$244.73 annual license fee will apply; no changes from the previous license are proposed.

**LEGAL IMPLICATIONS**

None at this time.

**INTERGOVERNMENTAL/REGIONAL IMPLICATIONS**

None at this time.

**CITIZEN/PUBLIC RELATIONS IMPLICATIONS**

The Outer Discovery Islands residents rely on the Surge Narrows post office to send and receive mail and freight.

**INTERDEPARTMENTAL IMPLICATIONS**

Upon completion of the renovation project, the Surge Narrows wharf will be transferred to the Area C Parks Service. At that time, management of the Post Office licence will also be assumed by the Parks Service.

**Prepared by:** *S. Fisher, Manager, Strategic Initiatives*

Attachment: Current licensing agreement with Canada Post  
Plan of license area

**LICENCE AGREEMENT**

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THIS AGREEMENT DATED FOR REFERENCE THE 1<sup>st</sup> DAY OF January, <sup>2020</sup>~~2021~~

BETWEEN:

**STRATHCONA REGIONAL DISTRICT**  
#301-990 Cedar Street, Campbell River, BC V9W 7Z8  
("the Regional District")

AND:

**CANADA POST CORPORATION**  
c/o Donna Keeling, Post Office Manager  
Surge Narrows, BC, V0P 1W0  
("the Licensee")

**WHEREAS:**

- A. The Regional District is the owner of the Surge Narrows wharf ("the facility").
- B. The Regional District has been requested by Canada Post Corporation to grant a licence to use part of the facility.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the licence fee and agreements to be paid and performed by the Licensee, the parties hereto covenant and agree with each other as follows:

**1. DEFINITIONS**

"Premises" means that part of the facility supporting a community postal centre measuring approximately 3.7 metres by 2.7 metres and described in Exhibit 1.

**2. GRANT OF LICENCE**

The Regional District grants to the Licensee a right and licence to use and occupy the premises during the term of this licence.

**3. TERM**

The term of this licence commences on the 1<sup>st</sup> day of January, 2020 and terminates on the 31<sup>st</sup> day of December, 2024.

**4. USE**

The Licensee shall use the Premises solely for operating and maintaining a community postal centre.

**5. LICENCE FEE**

The Licensee shall pay to the Regional District a licence fee of \$244.73 per annum (plus applicable taxes).

## 6. COVENANTS OF THE LICENSEE

The Licensee covenants with the Regional District as follows:

(a) Payment of Fees

The Licensee will pay the annual licence fee plus applicable taxes at least 15 days prior to beginning of each year of the Term.

(b) Taxes, Rates and Utility Charges

The Licensee shall pay all fees, charges, taxes, rates, duties or royalties of any type whatsoever resulting from the Licensee's use or occupation of the premises.

(c) Construction

The Licensee will not make any alterations in the structure, plan or partitioning of the facility nor install any equipment, plumbing, piping, wiring or apparatus without the prior written consent of the Regional District.

(d) Repair

(i) The Licensee will repair at its sole cost and expense, reasonable wear and tear excepted, all damage to the facility and any equipment or other property of the Regional District resulting from the Licensee's use of the facility.

(ii) The Licensee will keep and leave whole and in good repair all fixtures on the premises.

(iii) The Regional District may enter and view the state of repair at any time and the Licensee shall repair according to any notice given by the Regional District and, if the Licensee fails to do so, the Regional District may effect such repairs as it considers appropriate, in which case the Licensee shall reimburse the Regional District for all costs and expenses of repair and a reasonable amount for administration and overhead immediately upon the Licensee's receipt of an invoice for the work.

(e) Maintenance

The Licensee will be responsible for maintaining any equipment, plumbing, pipes, valves, meters, pumps and appurtenances installed under this or a previous licence.

(f) Right of Entry

The Regional District, its officers, employees, and agents shall at all times and for all purposes have full and free access to any and every part of the premises.

(g) Assignment and Sublicensing

The Licensee will not assign or grant a sub-licence to any party without first receiving written permission from the Regional District.

(h) Regulations

The Licensee will comply promptly at its own expense with the legal requirements of all authorities and all notices issued under them that are served upon the Regional District or the Licensee.

(i) Insurance

(i) The Licensee shall maintain during the term a policy of general liability insurance with a minimum amount of \$2,000,000 per occurrence, in respect of personal injury, bodily injury or property damage arising from or connected with the Licensee's use of the premises. The Regional District shall be named as an additional insured to such policy of insurance. The Licensee shall provide the Regional District with a certificate of insurance, or other proof of insurance that is satisfactory to the Regional District, prior to making use of the Premises.

(ii) All policies of insurance taken out by the Licensee shall contain a waiver of subrogation clause in favour of the Regional District and shall also contain a clause preventing the insurer from cancelling or changing the insurance without providing at least thirty (30) days prior notice in writing to the Regional District.

(iii) If the Licensee fails to provide or maintain in force the insurance required by this Agreement, the Regional District may procure the required insurance on behalf of the Licensee and the Licensee shall pay to the Regional District the amount of the premium immediately on demand.

(j) Indemnification

The Licensee agrees that it will indemnify the Regional District against all claims, losses, damages, suits, actions and causes of action arising from or connected with the Licensee's use of the premises provided that nothing in this Agreement shall make the Licensee responsible to indemnify the Regional District to the extent that such claims are caused, in whole or in part, by the negligence of the Regional District.

(k) Possession

(i) At the expiration or sooner termination of this licence, the Licensee will peaceably surrender and give up possession of the premises without notice from the Regional District, and hereby waives any right to notice to quit or vacate despite any law or custom to the contrary.

(ii) The Licensee will be responsible to insure its own equipment and other personal property.

(iii) The Licensee will properly supervise all persons accessing or using the premises in accordance with this licence.

## 7. MISCELLANEOUS COVENANTS

The parties further agree that:

(a) Effect of Waiver

The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this licence is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

(b) Cancellation

(i) The Licensee may terminate this Agreement if, for any reason, the Regional District is unable to provide the premises during the term, in which case the Licensee shall not be liable for payment of the licence fee for the remainder of the term, provided that the Regional District shall not be liable to the Licensee for damages suffered, whether consequential or direct, as a result of its inability to provide the premises.

(ii) If the Licensee does not cancel the licence as provided herein, and if the Licensee fails to make use of the premises for any cause other than as a result of neglect or default on the part of the Regional District, a strike or lockout of Regional District employees, or an act of God or insurrection, then the Licensee shall remain liable to pay the Regional District the full amount of the licence fee.

(c) Termination

The Regional District may at any time terminate this licence for breach of any covenant or condition of this licence by the Licensee.

(d) Holding Over

If the Licensee holds over following the term and the Regional District accepts the licence fee, this Agreement becomes a licence-at-will subject to those conditions in this Agreement applicable to a licence-at-will.

(e) Execution

The parties warrant and represent that the execution of this Agreement is a warranty and representation to each other that the person executing the Agreement on their behalf has sufficient authority and capacity to bind their organization with his or her signature.

(f) Fitness of Premises

(i) The Regional District has made no representations or warranties as to the condition, fitness or suitability of the facility, premises, equipment or other personal property located on the premises and by executing this Agreement the Licensee forever releases the Regional District from any and all claims, losses or damages which the Licensee now has or may in future have due to any deficiency, unsuitability or lack of fitness for the Licensee's use.

(ii) The Licensee has inspected the premises and any equipment or other personal property in their present state and confirms that they are suitable for the Licensee's purposes.

(iii) The Licensee agrees that before commencing use of the premises the Licensee shall, on each occasion before use and occupation, inspect the premises and equipment and shall forthwith notify the Regional District in writing of any condition that may render the premises or equipment unsafe for use.

(g) No Interest

This Agreement shall not be interpreted as granting any interest in the facility to the Licensee.

(h) Interpretation

(i) When the singular or neuter are used in this Agreement they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.

(ii) The headings to the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

(i) Binding Effect

This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.

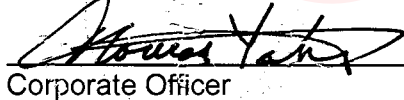
(j) Applicable Law

This Agreement shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

**IN WITNESS WHEREOF** the parties hereto have executed this agreement as follows:

**STRATHCONA REGIONAL DISTRICT:**

  
Chair

  
Corporate Officer

Feb. 18/21  
Date

**CANADA POST CORPORATION:**

  
Signature

Postmaster  
Title

Feb 1, 2021  
Date



February 18, 2021

File: 2320/SRD-20-052

Canada Post Corporation  
c/o Donna Keeling, Post Office Manager  
Surge Narrows, BC V0P 1W0

Attention: Donna Keeling, Post Office Manager

Dear Ms. Keeling:

**RE: SURGE NARROWS WHARF LICENSE AGREEMENT – SRD-20-052**

Enclosed please find the executed agreement for the above noted matter.

We trust the enclosed to be in order and should you have any questions or concerns, please do not hesitate to contact our office.

Regards,

Regards,

A handwritten signature in black ink, appearing to read "B. Wasyliv", is written over a large, faint, pink "COPY" watermark.

B. Wasyliv  
Corporate Services Assistant

Enclosures

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**CORPORATE AND LEGISLATIVE SERVICES**

#301 – 990 Cedar Street, Campbell River, BC V9W 7Z8  
Tel: 250-830-6700 Fax: 250-830-6710  
Toll free: 1-877-830-2990 www.srd.ca



**MODIFICATION AGREEMENT**

**THIS MODIFICATION AGREEMENT** dated for reference the 31<sup>st</sup> day of December, 2024.

**BETWEEN:**

**STRATHCONA REGIONAL DISTRICT**  
990 Cedar Street  
Campbell River, BC V9W 7Z8

**AND:**

**CANADA POST CORPORATION**  
c/o Donna Keeling, Post Office Manager  
Surge Narrows, BC V0P 1W0

**WHEREAS** the Strathcona Regional District (the 'Regional District') and Canada Post Corporation ('Canada Post') have, on January 1, 2020, entered into a license agreement (the 'Agreement') for part of the wharf facility at Surge Narrows, BC which is scheduled to expire at the end of December 31, 2024;

**AND WHEREAS** the parties wish to extend the term of the Agreement by one year;

**NOW THEREFORE** the parties agree to amend the Agreement as follows:

1. Section 3 (Term) is extended a further 12 months until December 31, 2025.
2. In all other respects, the terms and conditions of the Agreement shall remain in full force and effect and by execution of this Modification Agreement are hereby reaffirmed.

**IN WITNESS WHEREOF** the parties have executed this modification agreement to be effective on the date first written above.

**STRATHCONA REGIONAL DISTRICT**  
by its authorized signatories:

\_\_\_\_\_  
Chair

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

\_\_\_\_\_  
Dated

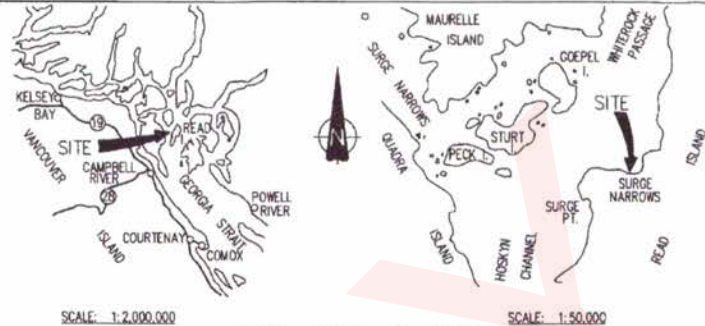
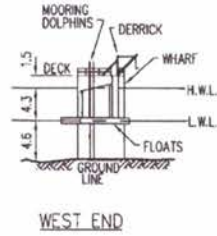
**CANADA POST CORPORATION**  
by its authorized signatories:

\_\_\_\_\_  
Signature

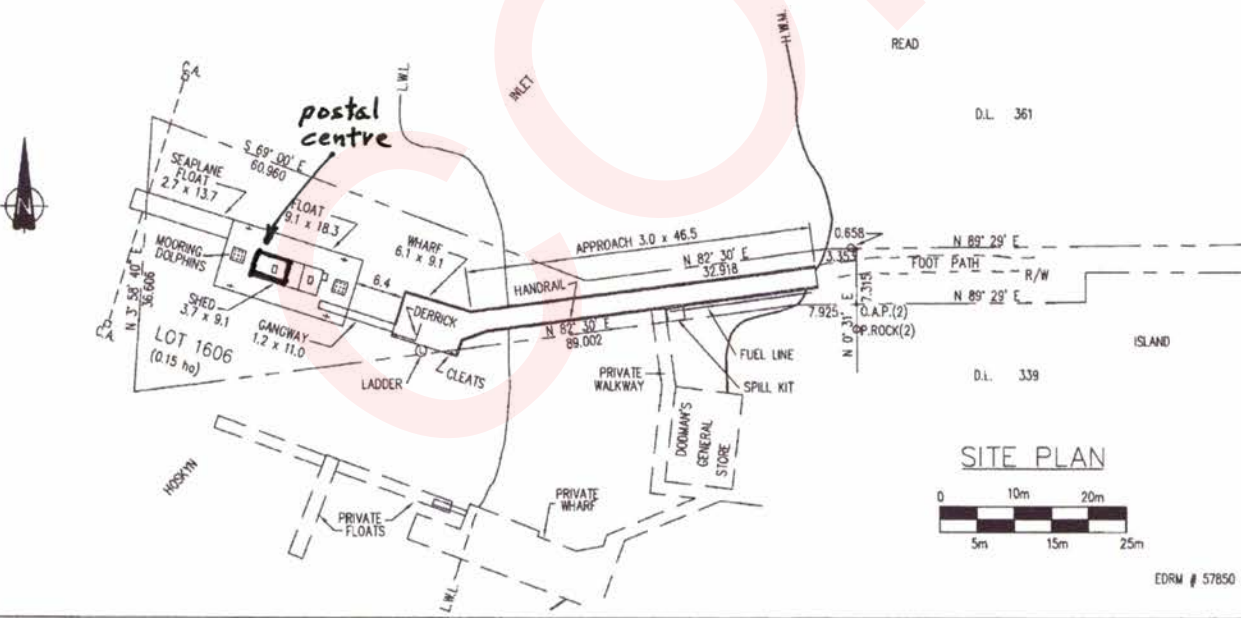
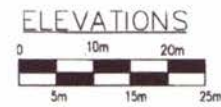
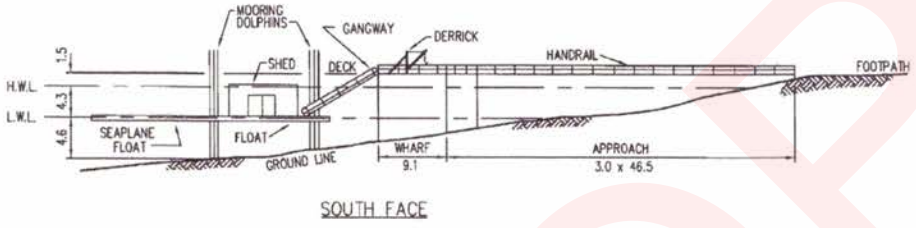
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# EXHIBIT 1



## LOCATION CHARTS



## DESCRIPTION

- A. THE STRUCTURES ARE LOCATED IN HOSKYN INLET ON THE NORTHWEST SHORE OF READ ISLAND ABOUT 200 KM NORTHWEST OF VANCOUVER, B.C.  
 LATITUDE: 50° 13' 24" N  
 LONGITUDE: 125° 06' 54" W  
 LOT 1606, SAYWARD DISTRICT, SURGE NARROWS, B.C.
- B. THE STRUCTURES CONSIST OF AN APPROACH, A WHARF AND A GANGWAY WHICH LEAD TO A LANDING FLOAT AND A SEAPLANE FLOAT.
- C. THE STRUCTURES ARE APPROACHED DIRECTLY FROM A PUBLIC FOOTPATH.
- D. THERE IS A FREIGHT SHED/POST OFFICE ON THE FLOAT AND A 3 TON (2700 kg.) DERRICK ON THE WHARF.
- E. THE STRUCTURES ARE IN ORDER TO BE USED FOR PUBLIC TRAFFIC.
- F. LIMITING LOADS: ( 2006 RATING )  
 APPROACH AND WHARFHEAD:  
 GVW = 6,800 kg. CL3 - W  
 FLOATS: 120 kg/m2
- G. COMPLETION DATE: - 1965  
 MAJOR REPAIRS: WHARF - 1974  
 FLOATS - 1974, 1979  
 NEW SHED - 2008
- H. O.I.C. No. 2526, AUG. 25, 1966
- I. FUEL LINE IN SERVICE TO FUEL SCHOOL MAY 2011

REVISION	E	DATE	DEC.01, 2010	REV. BY	JG
REVISION	E	DATE	SEP. 19, 2003	REV. BY	HT
REVISION	D	DATE	OCT. 12, 1995	REV. BY	GH
REVISION	C	DATE	SEP. 30, 1992	REV. BY	GH & SKH
REVISION	B	DATE	MAR. 16, 1987	REV. BY	
REVISION	A	DATE	FEB. 24, 1986	REV. BY	
SCALE AS NOTED		DATE	DEC. 15, 1983	DRAWN BY DFN	
COST CODE		8644	FILE No.	9664-1702	

TRANSPORT CANADA  
 HARBOURS AND PORTS  
 WESTERN REGION

SURGE NARROWS, B.C.  
 WHARF AND FLOATS  
 PLAN & DESCRIPTION

VANCOUVER, B.C. \_\_\_\_\_  
 DATE \_\_\_\_\_

EDRM # 57850