



NORTH COAST REGIONAL DISTRICT

MINUTES of the Regular (Round 1 Budget) Meeting of the Board of Directors of the North Coast Regional District (NCRD) held at 344 2nd Avenue West in Prince Rupert, B.C. on Saturday, January 26, 2019 at 10:00 AM.

PRESENT

PRIOR TO ADOPTION

Chair B. Pages, Village of Masset

Directors B. Cunningham, City of Prince Rupert
W. Niesh, Alternate, City of Prince Rupert
C. Mackenzie, Alternate, District of Port Edward
K. Olsen, Village of Queen Charlotte
D. Daugert, Village of Port Clements
D. Nobels, Electoral Area A
L. Budde, Alternate, Area C
J. Young, Electoral Area D
E. Putterill, Electoral Area E

Regrets L. Brain, City of Prince Rupert
D. Franzen, District of Port Edward
K. Bergman, Electoral Area C

Staff D. Chapman, Chief Administrative Officer
D. Fish, Corporate Officer
S. Gill, Treasurer
S. Landrath, Deputy Treasurer

Public 1
Media 0

1. CALL TO ORDER 10:02 a.m.

2. AGENDA

MOVED by Director Nobels, SECONDED by Director Olsen, that the January 26, 2019 Regular (R1 Budget) agenda be adopted as presented.

044-2019

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

None.

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

None.

5. DELEGATIONS

None.

6. FINANCE

Round 1 of the draft 2019 – 2023 North Coast Regional District (NCRD) Financial Plan was distributed to the Board and is available on the NCRD website.

7. CORRESPONDENCE

MOVED by Director Olsen, SECONDED by Director Young, that the following correspondence be received for information:

- 7.1 Dixon Entrance Maritime Museum – 2019 Budget Request
- 7.2 Haida Gwaii Regional Recreation Commission – 2019 Budget Request
- 7.3 Delkatla Sanctuary Society – 2019 Budget Request
- 7.4 Dodge Cove Recreation Society – 2019 Budget Request
- 7.5 Haida Gwaii Arts Council – 2018-19 Financial Support for Haida Gwaii Arts Council Society
- 7.6 Haida Gwaii Museum – 2018 Annual Funding Report/2019 Annual Funding Request
- 7.7 Port Edward Historical Society – 2019 Budget Request
- 7.8 Oona River Community Association – ORCA 2019 Operating Grant
- 7.9 Port Clements Historical Society – 2019 Budget
- 7.10 Prince Rupert City & Regional Archives – Budget Request 2019
- 7.11 Prince Rupert Public Library – 2019 Grant Request
- 7.12 Vancouver Island Regional Library – Library Budget and Levy to Members
- 7.13 Sandspit Emergency Preparedness Planners – Sandspit Emergency Program 2019 Budget Request

045-2019

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 S. Gill, Treasurer – North Coast Regional District 2019 Budget Process

MOVED by Director Nobels, SECONDED by Director Franzen, that the verbal report from staff entitled “North Coast Regional District 2019 Budget Process” be received for information.

046-2019

CARRIED

9. FINANCIAL PLAN'S REVIEW

9.1 Administration – Function 110

MOVED by Director Putterill, SECONDED by Director Cunningham, that the Five-Year Financial Plan 2019-2023 for Administration, Function 110, be referred to the Round 2 budget discussions as amended:

- Increase staff travel to include travel to treaty negotiations;
- Increase grant writing expenditures from \$4,000 to \$12,000;
- Increase the employer health tax expense;
- Annual contribution toward the Coastal Community Network of \$500; and
- Anticipated cost to purchase promotional material for the All Native Basketball Tournament.

047-2019**CARRIED**

The Board of the North Coast Regional District directed staff to prepare a report summarizing changes to the BC Employer Health Tax to be brought forward to the February 23, 2019 Round 2 Budget meeting.

Director Nobels declared a conflict of interest and left the meeting at 11:02 a.m.

MOVED by Director Putterill, SECONDED by Director Olsen, that the 2019 funding request from the Coastal Community Network be included in the Round 2 financial plan for Administration, Function 110.

048-2019**CARRIED**

Director Nobels rejoined the meeting at 11:03 a.m.

MOVED by Director Franzen, SECONDED by Director Nobels, that staff investigate the cost to purchase and implement branded mops to be used as promotional materials at the All Native Basketball Tournament.

049-2019**CARRIED**

9.2 Electoral Area Administration – Function 120

MOVED by Director Nobels, SECONDED by Director Putterill, that the Five-Year Financial Plan 2019-2023 for Electoral Area Administration, Function 120, be referred to the Round 2 budget discussions as amended:

- Increase Director's registration costs to the Association of Vancouver Island and Coastal Communities Annual General Meeting from \$300 to \$1,200; and
- Increase to staff travel to support treaty negotiations.

050-2019**CARRIED**

9.3 Electoral Area E Administration – Function 121

MOVED by Director Putterill, SECONDED by Alternate Director Mackenzie, that the Five-Year Financial Plan 2019-2023 for Electoral Area E Administration, Function 121, be referred to the Round 3 budget discussions as presented.

051-2019

CARRIED

9.4 Elections – Function 130

MOVED by Director Putterill, SECONDED by Alternate Director Mackenzie, that the Five-Year Financial Plan 2019-2023 for Elections, Function 130, be referred to the Round 3 budget discussions as presented.

052-2019

CARRIED

9.5 Grant-in-Aid (All) – Function 170

MOVED by Director Nobels, SECONDED by Director Putterill, that the Five-Year Financial Plan 2019-2023 for Grant-in-Aid (All), Function 170, be referred to the Round 3 budget discussions as presented.

053-2019

CARRIED

9.6 Grant-in-Aid Area A – Function 171

MOVED by Director Nobels, SECONDED by Alternate Director Budde, that the Five-Year Financial Plan 2019-2023 for Grant-in-Aid Area A, Function 171, be referred to the Round 3 budget discussions as presented.

054-2019

CARRIED

9.7 Grant-in-Aid Area C – Function 172

MOVED by Alternate Director Budde, SECONDED by Director Olsen, that the Five-Year Financial Plan 2019-2023 for Grant-in-Aid Area C, Function 172, be referred to the Round 2 budget discussions as presented.

055-2019

CARRIED

9.8 Grant-in-Aid Area D – Function 173

MOVED by Director Young, SECONDED by Alternate Director Budde, that the Five-Year Financial Plan 2019-2023 for Grant-in-Aid Area D, Function 173, be referred to the Round 2 budget discussions as amended:

- 2019 funding requests from community groups as follows:
 - Towhill Community Association - \$500
 - Lawnhill Miller Creek Management Committee - \$1,000
 - Tlell Community (contingency) - \$1,000

056-2019**CARRIED**

9.9 Grant-in-Aid Area E – Function 174

MOVED by Director Putterill, SECONDED by Director Nobels, that the Five-Year Financial Plan 2019-2023 for Grant-in-Aid Area E, Function 174, be referred to the Round 2 budget discussions as amended:

- Increase to the total requisition for the service to a total of \$4,631.

057-2019**CARRIED**

9.10 Member Municipality Debt – Function 190

MOVED by Director Nobels, SECONDED by Alternate Director Niesh, that the Five-Year Financial Plan 2019-2023 for for Member Municipality Debt, Function 190, be referred to the Round 3 budget discussions as presented.

058-2019**CARRIED**

Director Putterill declared a conflict of interest and left the meeting at 11:32 a.m.

9.11 Sandspit Fire – Function 210

MOVED by Director Nobels, SECONDED by Director Young, that the Five-Year Financial Plan 2019-2023 for Sandspit Fire, Function 210, be referred to the Round 3 budget discussions as presented.

059-2019**CARRIED**

Director Putterill rejoined the meeting at 11:34 a.m.

9.12 Emergency Programming – Areas A & C – Function 220

MOVED by Director Nobels, SECONDED by Alternate Director Budde, that the Five-Year Financial Plan 2019-2023 for Emergency Programming – Areas A & C, Function 220, be referred to the Round 3 budget discussions as amended:

- Include AED defibrillator costs for the Dodge Cove and Oona River locations.

060-2019

CARRIED

9.13 Emergency Programming – Area D – Function 227

MOVED by Director Young, SECONDED by Director Olsen, that the Five-Year Financial Plan 2019-2023 for Emergency Programming – Area D, Function 227, be referred to the Round 3 budget discussions as presented.

061-2019

CARRIED

9.14 Emergency Programming – Area E – Function 229

MOVED by Director Putterill, SECONDED by Director Nobels, that the Five-Year Financial Plan 2019-2023 for Emergency Programming – Area E, Function 229, be referred to the Round 2 budget discussions as presented.

062-2019

CARRIED

9.15 Tlell Fire – Function 230

MOVED by Director Young, SECONDED by Director Putterill, that the Five-Year Financial Plan 2019-2023 for Tlell Fire, Function 230, be referred to the Round 3 budget discussions as presented.

063-2019

CARRIED

9.16 Islands Solid Waste – Function 310-319

MOVED by Alternate Director Budde, SECONDED by Director Olsen, that the Five-Year Financial Plan 2019-2023 for Islands Solid Waste, Function 310-319, be referred to the Round 2 budget discussions as presented.

064-2019

CARRIED

9.17 Regional (Mainland) Recycling – Function 340

MOVED by Director Cunningham, SECONDED by Director Daugert, that the Five-Year Financial Plan 2019-2023 for Regional (Mainland) Recycling, Function 340, be referred to the Round 2 budget discussions as amended:

- Amend conditional grant revenue to include \$1,298,475 in 2019, removing those revenues in subsequent years; and
- Include \$500,000 in in long-term capital loans in 2019 revenue.

065-2019**CARRIED**

The Chair recessed the meeting at 12:26 p.m.

The Chair reconvened the meeting at 12:34 p.m.

9.18 Rural Land Use Planning – Function 510

MOVED by Director Nobels, SECONDED by Director Putterill, that the Five-Year Financial Plan 2019-2023 for Rural Land Use Planning, Function 510, be referred to the Round 3 budget discussions as presented.

066-2019**CARRIED**

Director Putterill declared a conflict of interest and left the meeting at 12:38 p.m.

9.19 Economic Development – Function 570

MOVED by Director Nobels, SECONDED by Director Daugert, that the Five-Year Financial Plan 2019-2023 for Economic Development, Function 570, be referred to the Round 3 budget discussions as presented.

067-2019**CARRIED**

Director Putterill rejoined the meeting at 12:40 p.m.

9.20 Prince Rupert Regional Archives – Function 710

MOVED by Director Nobels, SECONDED by Alternate Director Niesh, that the Five-Year Financial Plan 2019-2023 for Prince Rupert Regional Archives, Function 710, be referred to the Round 2 budget discussions as presented.

068-2019**CARRIED**

9.21 North Pacific Cannery – Function 715

MOVED by Alternate Director Budde, SECONDED by Director Putterill, that the Five-Year Financial Plan 2019-2023 for North Pacific Cannery, Function 715, be referred to the Round 3 budget discussions as presented.

069-2019**CARRIED**

9.22 Haida Gwaii Museum – Function 720

MOVED by Director Daugert, SECONDED by Director Olsen, that the Five-Year Financial Plan 2019-2023 for Haida Gwaii Museum, Function 720, be referred to the Round 2 budget discussions as presented.

070-2019

CARRIED

The Board directed staff to prepare a report, for information, of user fees and other user charges being collected by grant recipients under the North Coast Regional District Haida Gwaii Museum service, Function 720.

9.23 Vancouver Island Regional Library – Function 725

MOVED by Alternate Director Budde, SECONDED by Director Daugert, that the Five-Year Financial Plan 2019-2023 for Vancouver Island Regional Library, Function 725, be referred to the Round 2 budget discussions as presented.

071-2019

CARRIED

The Board directed staff to bring back information with respect to the increase to the North Coast Regional District's annual levy from the Vancouver Island Regional Library between 2017 and 2018.

9.24 Haida Gwaii Recreation – Function 730

MOVED by Director Daugert, SECONDED by Director Olsen, that the Five-Year Financial Plan 2019-2023 for Haida Gwaii Recreation, Function 730, be referred to the Round 3 budget discussions as presented.

072-2019

CARRIED

9.25 Sandspit Community Hall – Function 735

MOVED by Director Putterill, SECONDED by Director Nobels, that the Five-Year Financial Plan 2019-2023 for Sandspit Community Hall, Function 735, be referred to the Round 2 budget discussions as presented.

073-2019

CARRIED

Director Putterill indicated that he would communicate with the Sandspit Community Hall Committee to discuss any potential facility maintenance that may be needed in 2019 or subsequent years.

9.26 Mainland Recreation Area A – Function 751

MOVED by Director Nobels, SECONDED by Alternate Director Budde, that the Five-Year Financial Plan 2019-2023 for Mainland Recreation Area A, Function 751, be referred to the Round 2 budget discussions as amended:

- Remove AED defibrillator costs for the Dodge Cove Hall; and
- Decrease corresponding amount in 2019 requisition.

074-2019**CARRIED**

9.27 Mainland Recreation Area C – Function 752

MOVED by Alternate Director Budde, SECONDED by Director Nobels, that the Five-Year Financial Plan 2019-2023 for Mainland Recreation Area C, Function 752, be referred to the Round 2 budget discussions as amended:

- Remove AED defibrillator costs for the Oona River Community Hall; and
- Decrease corresponding amount in 2019 requisition.

075-2019**CARRIED**

9.28 Feasibility Studies – Function 901

MOVED by Director Nobels, SECONDED by Alternate Director Budde, that the Five-Year Financial Plan 2019-2023 for Feasibility Studies, Function 901, be referred to the Round 3 budget discussions as presented.

076-2019**CARRIED**

9.29 Sandspit Water – Function 810

MOVED by Director Putterill, SECONDED by Director Young, that the Five-Year Financial Plan 2019-2023 for Sandspit Water, Function 810, be referred to the Round 3 budget discussions as presented.

077-2019**CARRIED****10. OLD BUSINESS**

None.

11. NEW BUSINESS

None.

12. PUBLIC INPUT

There were 0 questions from the public.

13. IN CAMERA

None.

14. ADJOURNMENT

MOVED by Director Nobels, SECONDED by Director Cunningham, that the North Coast Regional District Regular Board meeting be adjourned at 1:14 p.m.

078-2019

CARRIED

Approved and adopted:

Certified correct:

Chair

Corporate Officer