



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

**MINUTES** of the Special (Budget) Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at the Regional District Office, Prince Rupert, BC on Saturday, February 9, 2013.

### PRESENT

Chair B. Pages, Village of Masset – via teleconference

Vice-Chair D. Nobels, Electoral Area A – via teleconference

Directors  
A. Ashley, City of Prince Rupert  
N. Kinney, City of Prince Rupert  
C. Kulesha, Village of Queen Charlotte – via teleconference  
C. Mackenzie, Alternate, District of Port Edward  
P. Christensen, Alternate, Electoral Area C – via teleconference  
M. Racz, Electoral Area D – via teleconference  
E. Putterill, Electoral Area E – via teleconference

Regrets:  
K. Bergman, Electoral Area C  
D. Franzen, District of Port Edward  
I. Gould, Village of Port Clements

Staff:  
Joan Merrick, Chief Administrative Officer  
J. Fraser, Deputy Corporate Officer  
T. Des Champ, Superintendent of Waste Management  
R. Kidd, Islands Solid Waste Manager (partial via teleconference)

Public: 0  
Media: 0

1. **CALL TO ORDER** 12:34 p.m.

### 2. AGENDA

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

**075-2013**

**CARRIED**

### 3. MINUTES & BUSINESS ARISING

None.

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

None.

**5. DELEGATIONS**

None.

**6. FINANCE**

Round 2 figures for the 2013 – 2017 SQCRD Financial Plan were distributed to the Board and were available to the public.

**7. CORRESPONDENCE****7.1 Coastal Community Network**

MOVED by Director Kulesha, SECONDED by Director Nobels, that the correspondence from the Coastal Community Network regarding 2013 membership be received.

**076-2013****CARRIED****8. REPORTS – RESOLUTIONS**

8.1 MOVED by Director Kulesha, SECONDED by Alternate Director Mackenzie, that the staff report entitled “Reserve Balances” be received.

**077-2013****CARRIED**

8.2 MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled “Mainland Recycling – Opportunities and Efficiencies” be received.

**078-2013****CARRIED**

8.3 MOVED by Director Kinney, SECONDED by Director Ashley, that the staff report entitled “Transfer Station” be received.

**079-2013****CARRIED**

8.4 MOVED by Director Ashley, SECONDED by Director Kinney, that the staff report entitled “2013 Round 2 Budget Overview” be received.

**080-2013****CARRIED****9. BUDGETS’ REVIEW – 2013 Round 2****9.1 Administration Function [110]**

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Administration, Function 110, be referred to Round 3 budget discussions as presented.

**081-2013****CARRIED**

## 9.2 Grant-in-Aid – Area D Function [173]

MOVED by Director Ashley, SECONDED by Director Racz, that the financial plan for Grant-in-aid – Area D, Function 173, be referred to the Round 3 budget discussions as presented.

**082-2013****CARRIED**

## 9.3 Sandspit Fire Function [210]

MOVED by Director Putterill, SECONDED by Director Racz, that staff report back after the adoption of the 2013 financial plan, on a method of allocating support services for granting functions that combine the current allocation model with an allocation based on the size of the budget.

**083-2013****CARRIED**

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Sandspit Fire, Function 210, be referred to the Round 3 budget discussions as presented.

**084-2013****CARRIED**

## 9.4 Emergency Programs – Areas A &amp; C Function [220]

MOVED by Director Nobels, SECONDED by Director Ashley, that the 2012 surplus be brought forward into the 2013 budget;

AND THAT Contingency, Line Item 01-3-220-8700 be increased to \$10,000;

AND FURTHER THAT the financial plan for Emergency Programs – Areas A and C, Function 220, be referred to the Round 3 budget discussions as amended.

**085-2013****CARRIED**9.5 Emergency Programs – Areas D & E Function [225]  
Emergency Programs – Area D Function [227]  
Emergency Programs – Area E Function [229]

MOVED by Director Putterill, SECONDED by Director Racz, that the prior year surplus of \$9,221 be split proportionately between Areas D and E and transferred to a Contingency in the newly-developed Emergency Programs services for:

- Area D, Function 227, and
- Area E, Function 229

AND THAT the following financial plans be referred to the Round 3 budget discussions as amended:

- Function 225 - Emergency Programs – Areas D & E
- Function 227 – Emergency Programs – Area D
- Function 229 – Emergency Programs – Area E.

**086-2013****CARRIED**

## 9.6 Regional (Mainland) Recycling Function [340]

MOVED by Director Ashley, SECONDED by Director Kinney, that Staff Salaries, Line Item 01-3-340-7300 be reduced by \$20,000.

**087-2013**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Kinney, that staff apply to the Prince Rupert Port Authority for 1/3 grant funding for the transfer station project at the Regional Recycling Depot.

**088-2013**

**CARRIED**

MOVED by Director Ashley, SECONDED by Director Putterill, that staff apply to the Coast Sustainability Trust and other possible granting organizations for potential grants;

AND THAT any shortfall for the transfer station project be funded from prior year surplus.

**089-2013**

**CARRIED**

MOVED by Director Ashley, SECONDED by Director Nobels, that the financial plan for Regional Recycling, Function 340, be referred to Round 3 budget discussions as amended.

**090-2013**

**CARRIED**

*The Board moved In Camera at 1:50 p.m.*

MOVED by Director Racz, SECONDED by Director Ashley, that the Board go In Camera under section 90 (1) (c) of the Community Charter – “labour relations and other employee relations”.

**091-2013**

**CARRIED**

*The Board came out of In Camera at 1:55 p.m.*

## 9.7 Regional Solid Waste Functions [330]

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Regional Solid Waste financial plan, Function 330 be referred to the Round 3 budget discussions as presented.

**092-2013**

**CARRIED**

## 9.8 Island Solid Waste Function [310 – 319]

MOVED by Director Kinney, SECONDED by Director Ashley, that the Island Solid Waste financial plan, Functions 310 to 319, be referred to the Round 3 Budget discussions as presented.

**093-2013**

**CARRIED**

## 9.9 Rural Land-use Planning Function [510]

MOVED by Director Nobels, SECONDED by Director Kinney, that the 2012 surplus of approximately \$12,000 be brought forward into the 2013 financial plan under Contract Services, Line Item 01-3-510-7700, and used for mapping services.

**094-2013**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Ashley, that the financial plan for Rural Land-use Planning, Function 510, be referred to the Round 3 budget discussions as amended.

**095-2013**

**CARRIED**

## 9.10 Economic Development Function [570]

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Mainland Recreation, Function 750, be referred to the Round 3 budget discussions as presented.

**096-2013**

**CARRIED**

## 9.11 Mainland Recreation Function [750]

MOVED by Director Nobels, SECONDED by Director Ashley, that the financial plan for Mainland Recreation, Function 750, be referred to the Round 3 budget discussions as presented.

**097-2013**

**CARRIED**

## 9.12 Sandspit Water Function [810]

MOVED by Director Putterill, SECONDED by Director Ashley, that Permits and Licenses, Line Item 02-3-810-7850 be increased by \$150 and Parcel Tax, Line Item 02-1-810-5200 be increased to \$46,800.

**098-2013**

**CARRIED**

MOVED by Director Putterill, SECONDED by Director Ashley, that the 2012 surplus be included in the 2013 budget and allocated as follows:

- \$2,752 to cover the 2012 shortfall of the Moresby Island Management Committee; and
- Remaining surplus to reserves.

**099-2013**

**CARRIED**

MOVED by Director Putterill, SECONDED by Director Ashley, that the financial plan for Sandspit Water, Function 810, be referred to the Round 3 budget discussions as amended.

**100-2013**

**CARRIED**

**10. PUBLIC QUESTION PERIOD**

None.

**11. ADJOURNMENT**

MOVED by Director Ashley, SECONDED by Director Kinney, that the SQCRD Special (Budget) meeting be adjourned at 2:25 p.m.

**101-2013**

**CARRIED**

Approved & Adopted:

Certified correct:

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B. Pages  
Chair

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J. Merrick  
Chief Administrative Officer