



## NORTH COAST REGIONAL DISTRICT

**MINUTES** of the Regular Meeting of the Board of Directors of the North Coast Regional District (NCRD) held at 344 2<sup>nd</sup> Avenue West in Prince Rupert, B.C. on Friday, May 17, 2019 at 7:00 p.m.

### 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 (*via teleconference*)  
                       D. Nobels, Electoral Area A  
                       K. Bergman, Electoral Area C  
                       J. Young, Electoral Area D (*via teleconference*)  
                       E. Putterill, Electoral Area E

Regrets         L. Brain, City of Prince Rupert  
                       D. Franzen, District of Port Edward

Staff             D. Chapman, Chief Administrative Officer (*via teleconference*)  
                       D. Fish, Corporate Officer  
                       S. Landrath, Treasurer

Public            0  
 Media            0

**1. CALL TO ORDER 7:00 p.m.**

**2. AGENDA**

MOVED by Director Olsen, SECONDED by Director Nobels, that the May 17, 2019 North Coast Regional District Regular agenda be adopted as amended to include the following:

- Remove:        6.2     Attachment "A", pages 35-53
- Add:            6.2     Attachment "A", handout provided
- Add:            11.3    June 21, 2019 NCRD Regular Board Meeting

**235-2019**

**CARRIED**

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

3.1            Minutes of the Regular meeting of the North Coast Regional District Board held April 10, 2019

MOVED by Director Nobels, SECONDED by Director Cunningham, that the minutes of Regular meeting of the North Coast Regional District Board held April 10, 2019 be adopted as presented.

**236-2019**

**CARRIED**

- 3.2 Minutes of the Regular meeting of the North Coast Regional District Board held April 26, 2019

MOVED by Director Nobels, SECONDED by Director Olsen, that the minutes of Regular meeting of the North Coast Regional District Board held April 26, 2019 be amended and adopted as follows:

Resolution 215-2019:

Delete: "MOVED by Director Nobels, SECONDED by Director Daugert, that the correspondence from the Forest Enhancement Society of B.C. with respect to its 2019 accomplishments report be received for information."

Add: "MOVED by Director Nobels, SECONDED by Director Daugert, that the correspondence from Northern Development Initiative Trust with respect to the North Coast Regional District's 2018 grant writing support funding be received for information."

**237-2019**

**CARRIED**

- 3.3 Rise and Report – April 26, 2019 (*no motion required*)

MOVED by Director Brain, SECONDED by Director Cunningham, that the report from Mr. Boland, Northwest BC Resource Benefits Alliance Project Manager, entitled "Sustainability and Livability Plan for Northwest B.C." be received;

AND THAT, on behalf of the North Coast Regional District and its member municipalities, the North Coast Regional District fund 25.3% or \$88,773 of the \$350,000 budget approved by the Northwest BC Resource Benefits Alliance members for the Sustainability and Livability Plan for Northwest B.C., based on the proportionate shares of the Northern Capital & Planning Grant received;

AND FURTHER THAT this report be released from in-camera following funding approval from the Regional District of Bulkley-Nechako and Regional District of Kitimat-Stikine.

IC023-2019

**CARRIED**

MOVED by Director Olsen, SECONDED by Director Putterill, that the Board of the North Coast Regional District appoint Director Young to serve as the North Coast Regional District alternate representative to the Haida Gwaii Museum Board of Directors.

IC024-2019

**CARRIED**

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

- 4.1 Minutes of the Regular meeting of the Regional Recycling Advisory Committee held January 30, 2019

MOVED by Director Nobels, SECONDED by Director Olsen, that the minutes of the Regular meeting of the Regional Recycling Advisory Committee held January 30, 2019 be received.

**238-2019**

**CARRIED**

- 4.2 Minutes of the Regular meeting of the Moresby Island Management Committee held April 1, 2019

MOVED by Director Putterill, SECONDED by Director Olsen, that the minutes of the Regular meeting of the Electoral Area Advisory Committee held April 1, 2019 be received.

**239-2019**

**CARRIED**

## **5. DELEGATIONS**

- 5.1 Prince Rupert Environmental Society – Concern for Skeena Estuary with New Vessel Anchorage

Luanne Roth, Marine Director with the Prince Rupert Environmental Society, addressed the Board with respect to concerns around large vessel anchor safety within the Skeena estuary.

Ms. Roth highlighted concerns with the movement of dangerous goods throughout the Skeena estuary and noted that large vessel “risk of grounding” incidents while anchored in the Prince Rupert area have increased. Further, Ms. Roth identified recommendations from various reports and journals around the need to further study anchorage safety in the area. Ms. Roth highlighted that anchor safety, in light of the potential Vopak project, needs to be further examined.

Ms. Roth requested that the Board of the North Coast Regional District consider sending correspondence to the Honourable Marc Garneau, Minister of Transport, to urge Transport Canada to assess the risk and need for anchorage solutions as part of the Vopak project.

The Society answered questions posed by the Board of the North Coast Regional District.

The Chair thanked the Prince Rupert Environmental Society for its presentation.

- 5.2 Prince Rupert Port Authority – Port Anchorages

Ken Veldman, Vice President, Public Affairs and Sustainability with the Prince Rupert Port Authority, addressed the Board with respect to Prince Rupert Port Authority (PRPA) anchorage familiarization.

Mr. Veldman reviewed the current laydown of the 27 PRPA anchorages including their typical anchorage uses and statistics. Mr. Veldman reviewed how vessels are assigned to a particular anchorage based on cargo, length, notification time, tonnage and other factors.

Mr. Veldman reviewed the PRPA’s general anchorage and winter anchorage policies with the Board of the North Coast Regional District.

Mr. Veldman stated that the PRPA is looking at operational approaches over the course of the next year and will look at anchorages as part of that reporting.

The Prince Rupert Port Authority answered questions posed by the Board of the North Coast Regional District.

The Chair thanked the Prince Rupert Port Authority for its presentation.

**6. FINANCE**

- 6.1 S. Landrath, Treasurer – Cheques Payable over \$5,000 for April, 2019

MOVED by Director Nobels, SECONDED by Director Olsen, that the staff report on Cheques Payable over \$5,000 issued by the North Coast Regional District for April, 2019 be received and filed.

**240-2019**

**CARRIED**

*Steve Kietzmann, Carlyle Shepherd & Co., joined the meeting at 8:18 p.m.*

- 6.2 S. Landrath, Treasurer – 2018 Audited Financial Statements

MOVED by Director Cunningham, SECONDED by Director Nobels, that the staff report entitled “2018 Audited Financial Statements” be received;

AND THAT the Board of the North Coast Regional District approve the 2018 audited financial statements as presented.

**241-2019**

**CARRIED**

*Steve Kietzmann, Carlyle Shepherd & Co., left the meeting at 8:31 p.m.*

MOVED by Director Nobels, SECONDED by Director Olsen, that the Board of the North Coast Regional District appoint Carlyle Shepherd & Co. as the auditor of the 2019 North Coast Regional District financial statements.

**242-2019**

**CARRIED**

**7. CORRESPONDENCE**

- 7.1 Northern Health Authority – RE: Public Health Nursing Unit in Sandspit, B.C.

MOVED by Director Olsen, SECONDED by Director Nobels, that the correspondence from Northern Health Authority with respect to the public health nursing unit in Sandspit, B.C. be received.

**243-2019**

**CARRIED**

MOVED by Director Putterill, SECONDED by Director Cunningham, that the Board of the North Coast Regional District send correspondence to Northern Health Authority to thank it for its response and ask that, in future, the North Coast Regional District be consulted on any proposed reduction to health service levels in its communities.

**244-2019**

**CARRIED**

- 7.2 Interfor Corporation – Interfor’s 2018 Corporate Sustainability Report

MOVED by Director Putterill, SECONDED by Director Nobels, that the correspondence from Interfor Corporation with respect to its 2018 corporate sustainability report be received for information.

**245-2019**

**CARRIED**

## 7.3 Moresby Island Management Standing Committee – MIMC Bylaw

MOVED by Director Putterill, SECONDED by Director Olsen, that the correspondence from the Moresby Island Management Standing Committee with respect to the Moresby Island Management Standing Committee establishment bylaw be received.

**246-2019**

**CARRIED**

## 7.4 Union of B.C. Municipalities – 2019 CRI FireSmart Community Funding &amp; Supports – Approval Agreement &amp; Terms of Conditions of Funding

MOVED by Director Nobels, SECONDED by Director Putterill, that the correspondence from the Union of B.C. Municipalities with respect to the 2019 FireSmart community funding be received.

*The Corporate Officer noted that the Villages of Masset, Queen Charlotte and Port Clements requested that the North Coast Regional District participate in a joint request for proposal for separate, yet coordinated, community wildfire protection plans. The Board of the North Coast Regional District indicated that it was supportive of this approach.*

**247-2019**

**CARRIED**

## 7.5 Haida Gwaii Funeral Service – Public Notice: Resignation

MOVED by Director Olsen, SECONDED by Director Putterill, that the correspondence from the Haida Gwaii Funeral Service with respect to the director's resignation be received.

*The Corporate Officer indicated that correspondence from the Haida Gwaii Funeral Service, dated May 12, 2019, stated that, due to overwhelming community support and financial assistance, it would remain operational for the foreseeable future. The Corporate Officer stated that island Chief Administrative Officers would be meeting to discuss the long term sustainability of the Haida Gwaii Funeral Service.*

**248-2019**

**CARRIED**

## 7.6 Canadian Coast Guard – West Coast Emergency Towing Needs

MOVED by Director Nobels, SECONDED by Director Olsen, that the correspondence from the Canadian Coast Guard with respect to west coast emergency towing needs be received.

**249-2019**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Cunningham, that the Board of the North Coast Regional District send correspondence to the Canadian Coast Guard to thank it for the report and to request that towing arrays be recommended for all large vessels and not just oil tankers, as currently proposed.

**250-2019**

**CARRIED**

- 7.7 BHP Group Limited – RE: Climate Adaptation in the North Coast Regional District – Your Company’s Responsibility
- MOVED by Director Putterill, SECONDED by Director Nobels, that the correspondence from BHP Group Limited with respect to climate adaptation in the North Coast Regional District be received.
- 251-2019** **CARRIED**
- 7.8 BC Assessment – BC Assessment Meeting Invitation at 2019 UBCM
- MOVED by Director Olsen, SECONDED by Director Nobels, that the correspondence from BC Assessment with respect to its 2019 UBCM meeting invitation be received.
- 252-2019** **CARRIED**
- 7.9 Honourable Selina Robinson, Minister of Municipal Affairs and Housing – Building BC Partnership Opportunities for Local Governments
- MOVED by Director Nobels, SECONDED by Director Olsen, that the correspondence from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing with respect to building BC partnership opportunities for local governments be received.
- 253-2019** **CARRIED**
- 7.10 City of Burnaby – Expanding Investment Opportunities
- MOVED by Director Putterill, SECONDED by Director Nobels, that the correspondence from the City of Burnaby with respect to expanding local government investment opportunities be received.
- 254-2019** **CARRIED**
- 7.11 L. Paulson, Acting Director for Area F Harvest Committee – Request for Support
- MOVED by Director Nobels, SECONDED by Director Cunningham, that the correspondence from Mr. Paulson with respect to his request for support be received.
- 255-2019** **CARRIED**
- MOVED by Director Nobels, SECONDED by Director Putterill, that the Board of the North Coast Regional District send correspondence to the Honourable John Wilkinson, Minister of Fisheries and Oceans, to ask that the Minister reconsider the Department of Fisheries decision to delay opening of Area F trolling to from July 10 to August 20, 2019;
- AND FURTHER THAT the correspondence request that Department of Fisheries staff attend a future meeting of the North Coast Regional District Board to discuss broader concerns around fisheries in the region.
- 256-2019** **CARRIED**

- 7.12 Prince Rupert Environmental Society – Large Vessel Anchor Safety Endorsement Request

MOVED by Director Nobels, SECONDED by Director Olsen, that the correspondence from the Prince Rupert Environmental Society with respect to its large vessel anchor safety endorsement request be received.

**257-2019**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Putterill, that the Board of the North Coast Regional District send correspondence to the Honourable, Marc Garneau, Minister of Transport, to request that a full marine risk assessment and a review of the need for anchorage incident mitigation be undertaken for the Prince Rupert Port Authority's anchorages.

**258-2019**

**CARRIED**

## **8. REPORTS – RESOLUTIONS**

- 8.1 S. Landrath, Treasurer – Northern Capital and Planning Grants Summary

MOVED by Director Nobels, SECONDED by Director Olsen, that the report from staff entitled “Northern Capital and Planning Grants Summary” be received.

**259-2019**

**CARRIED**

- 8.2 M. Williams, Consultant – Electoral Area D and E Civic Address Update

MOVED by Director Putterill, SECONDED by Director Olsen, that the report from the consultant entitled “Electoral Area D and E Civic Address Update” be received;

AND THAT staff be directed to undertake an update to civic addressing in Electoral Areas D and E in accordance with the report entitled “Electoral Area D and E Civic Address Update”.

**260-2019**

**CARRIED**

## **9. BYLAWS**

None.

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

- 10.1 M. Williams, Planning Consultant – Land Referral: Coastal Shellfish Corporation

MOVED by Director Nobels, SECONDED by Director Putterill, that the report from the consultant entitled “Land Referral: Coastal Shellfish Corporation” be received;

AND THAT the Board of the North Coast Regional District deem its interested unaffected.

**261-2019**

**CARRIED**

**11. NEW BUSINESS**

## 11.1 Director's Reports

MOVED by Director Cunningham, SECONDED by Director Olsen, that the verbal reports from the Directors, as follows, be received:

Alternate Director Mackenzie – District of Port Edward

- The District continues to work with CN Rail around the rail whistle issue in the community.

Director Cunningham – City of Prince Rupert

- City Council has allocated additional funding toward road repair and paving in the City.

Director Olsen – Village of Queen Charlotte

- The Haida Gwaii Museum Board held its strategic planning session held May 3-4, 2019;
- The Village received confirmation that it was approved for grant funding to complete the capital replacement of its firehall;
- The Hospital Helipad resolution submitted to NCLGA was passed;
- The Village received confirmation that it was approved for grant funding to support the development of a community wildfire protection plan;
- The Village received confirmation that it was approved for grant funding to support the development of a daycare needs assessment for the community; and
- Village public works is working with Adventure Paving to identify priority road works for 2019.

Director Nobels – Electoral Area A

- The community has initiated a white goods cleanup with mainland recycling; and
- The Dodge Cove/Digby Island craft show will be held June 1, 2019.

Director Putterill – Electoral Area E

- BC Ferries Route 26 schedule has been amended to allow for connections to Route 11 to be made;
- BC Ferries has indicated that it will not be adding additional sailings or a water taxi service to Route 26 while new schedules are contemplated;
- Director Putterill attended the April 27, 2019 meeting of the BC Ferries Advisory Committee and recommended that hiring of an engineer for Route 26 not wait until implementation of the 16 hour schedule;
- Director Putterill attended the most recent meeting of the Vancouver Island Regional Library Board, in which the Board's capital construction plan was amended to reflect rising construction costs;
- The Sandspit Water Operator has been working on a repair to the community water system; and
- The wildfire risk on Haida Gwaii was upgraded to Moderate.

Director Young – Electoral Area D

- Director Young attended the North Central Local Government Association meetings held in Williams Lake, B.C. throughout May 7-10, 2019; and
- Masset Harbour Days will be held Saturday, May 18, 2019, and a shoreline cleanup is planned for the event.

Director Daugert – Village of Port Clements

- The Village has issued a request for proposal for the recladding of the Village's firehall.



Chair Pages – Village of Masset

- The purchase of the old Masset fish plant is delayed due to remediation work needed on site;
- The School Board is contemplating closure of the Masset elementary school to combine it with the high school. Village Council indicated to the School Board that it wishes to be consulted on these matters;
- The Village received confirmation that it was approved for grant funding to support the development of a community wildfire protection plan;
- The Village received confirmation that it was approved for grant funding to support the development of a daycare needs assessment for the community; and
- Masset Harbour Days will be held Saturday, May 18, 2019,

**262-2019****CARRIED**

- 11.2 Press Release: CHN and Communities Collaborate to get Community Forest Tenure Issued this Year

MOVED by Director Olsen, SECONDED by Director Cunningham, that the press release from the Misty Isles Economic Development Society entitled “CHN and Communities Collaborate to get Community Forest Tenure Issued this Year” be received for information.

**263-2019****CARRIED**

- 11.3 June 21, 2019 North Coast Regional District Regular Board Meeting

MOVED by Director Nobels, SECONDED by Director Olsen, that the June 21, 2019 Regular meeting of the North Coast Regional District Board be held at 4:00 p.m. at the North Pacific Cannery (1889 Skeena Drive, Port Edward, B.C.).

**264-2019****CARRIED**

MOVED by Director Putterill, SECONDED by Director Olsen, that the staff prepare an amendment to Bylaw No. 591, 2016 to include First Nations land recognition as an order of proceeding during Regular Board meetings.

**265-2019****CARRIED****12. OLD BUSINESS**

- 12.1 D. Fish, Corporate Officer – Charge North Electric Vehicle Charging Station Locations

MOVED by Director Putterill, SECONDED by Director Young, that the verbal report from staff entitled “Charge North Electric Vehicle Charging Station Locations” be received;

AND THAT, as part of the Charge North project, the following locations be identified for capital installation of proposed Level 2 charging stations:

- Sandspit Community Hall (411 Beach Road), Sandspit, B.C.; and
- Towhill Kiosk (Towhill Road), Masset, B.C.

**266-2019****CARRIED****13. PUBLIC INPUT**

There were 0 questions from the public.

**14. IN CAMERA**

MOVED by Director Cunningham, SECONDED by Director Nobels, that the public be excluded from the meeting according to section 90(1)(c) and (k) of the *Community Charter* “labour relations or other employee relations” and “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

**267-2019**

**CARRIED**

**15. ADJOURNMENT**

MOVED by Director Cunningham, SECONDED by Director Olsen, that the North Coast Regional District Regular Board meeting be adjourned at 10:32 p.m.

**268-2019**

**CARRIED**

*Approved and adopted:*

*Certified correct:*

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***Chair***

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***Corporate Officer***