



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES

of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at the Regional District office in Prince Rupert on Friday, May 24, 2013.

PRESENT

Chair	B. Pages, Village of Masset
Vice Chair	D. Nobels, Electoral Area A
Directors	A. Ashley, City of Prince Rupert N. Kinney, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements – via teleconference C. Kulesha, Village of Queen Charlotte K. Bergman, Electoral Area C E. Putterill, Electoral Area E – via teleconference
Regrets:	M. Racz, Electoral Area D
Staff:	J. Merrick, Chief Administrative Officer J. Robb, Treasurer J. Fraser, Deputy Corporate Officer
Public:	0
Media:	1

1. **CALL TO ORDER** 7:05 p.m.

2. AGENDA

- 2.1 MOVED by Director Kinney, SECONDED by Director Ashley, that the agenda be adopted as amended, with the addition of the following items:
- 7.2(a) Environmental Assessment Office – Initiation of Environmental Assessment for Proposed LNG Canada Export Terminal Project;
 - 7.2(b) Nexen Inc. – Notification of LNG Terminal and Liquefaction Facility Location Feasibility Application;
 - 7.2(c) City of Prince Rupert – Open House Invitation;
 - 7.8(a) UBCM – Area Association Resolutions Received; and
 - 8.9 Chair Pages – Network BC and Telus Update (verbal).

217-2013

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 SQCRD Regular Board Meeting – April 20, 2013 Minutes

MOVED by Director Ashley, SECONDED by Director Nobels, that the minutes of the April 20, 2013 SQCRD Regular Board meeting be adopted as presented.

218-2013**CARRIED****4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING**

4.1 MIMC Meeting – April 11, 2013 Minutes

MOVED by Director Putterill, SECONDED by Director Ashley, that the minutes of the April 11, 2013 Moresby Island Management Committee Meeting be approved as received.

219-2013**CARRIED**

4.2 MIMC – April/May Communications

MOVED by Director Franzen, SECONDED by Director Ashley, that the April/May Communications report from the Moresby Island Management Committee be received.

220-2013**CARRIED**

The Board recessed at 7:15 p.m. and reconvened at 7:20 p.m.

MOVED by Director Kulesha, SECONDED by Director Nobels, that any public consultation conducted in Electoral Area E by the Moresby Island Management Committee be vetted and coordinated through Regional District staff prior to it taking place.

221 -2013**CARRIED**

MOVED by Director Putterill, SECONDED by Director Ashley that staff provide a report to the Moresby Island Management Committee (MIMC) on service establishment options/recommendations for the Sandspit Community Hall/Grounds;

AND THAT MIMC be authorized to undertake consultations with the Hall sub-committee regarding the budgetary needs of the Sandspit Community Hall.

222-2013**CARRIED****5. DELEGATION**

5.1 Carlyle Shepherd & Co. (Auditors)

Steve Kietzmann of Carlyle Shepherd & Co. presented the Board, via teleconference, with the Regional District's audited financial statements for the period ended December 31, 2012.

Mr. Kietzmann stated he will be reporting an “unqualified audit” for the Regional District and explained that this is the highest level of assurance an audit can provide an organization.

The Chair thanked Mr. Kietzmann for his presentation.

5.2 Prince Rupert Gas Transmission Project

Neil Milne, Project Director and Shaheen Kassam, Senior Community Relations Advisor for Prince Rupert Gas Transmission Project (a wholly-owned subsidiary of TransCanada Pipelines Ltd., addressed the Board with an update on the proposed Prince Rupert Gas Transmission Project (750-km pipeline from Hudson’s Hope to Lelu Island).

The Board stated that what the public would like to see is a presentation with the different components and companies that encompass the whole LNG projects so they can clearly see how they all fit together.

The Chair thanked Mr. Milne and Ms. Kassam for their presentation.

5.3 City of Prince Rupert

His Worship Jack Mussallem, Mayor, Robert Grodecki, Corporate Administrator and Zeno Krekic, Senior Planner with the City of Prince Rupert addressed the Board with an overview of the proposed boundary expansion into Electoral Areas A and C.

Electoral Area A Director Des Nobels stated the residents of Dodge Cove were concerned with the loss of their quality of life, their viewscape and watershed. Mayor Mussallem explained that the boundary expansion proposal is a process that will probably take two years and that the current proposal is a starting point only.

The Chair thanked Mayor Mussallem, Mr. Grodecki and Mr. Krekic for their presentation.

6. FINANCE

6.1 Draft Audited Financial Statements for the Year Ended December 31, 2012

MOVED by Director Ashley, SECONDED by Director Kinney, that the draft Audited Financial Statements for the Period Ended December 31, 2012 for the Skeena-Queen Charlotte Regional District be received;

AND THAT the Financial Statements be approved as presented.

223-2013

CARRIED

The Board recessed at 8:40 p.m. and reconvened at 8:50 p.m.

6.2 J. Musgrave, Administrative Assistant - Cheques Payable over \$5,000

MOVED by Director Franzen, SECONDED by Director Nobels, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for April, 2013 be received and filed.

224-2013

CARRIED

6.3 NDIT – Economic Development Funding

MOVED by Director Kulesha, SECONDED by Director Ashley, that the notification of the approval of grant funding for up to \$35,000 from Northern Development Initiative Trust's Economic Development Capacity Building Program be received.

225-2013

CARRIED

6.4 UBCM – Operational Funding for Treaty Advisory Committees

MOVED by Director Franzen, SECONDED by Director Kulesha, that the notification of the approval of grant funding for up to \$5,000 from the Ministry of Aboriginal Relations and Reconciliation for supporting treaty implementation be received.

226-2013

CARRIED

6.5 Prince Rupert Port Authority – Grant Approval

MOVED by Director Ashley, SECONDED by Director Franzen, that the notification from the Prince Rupert Port Authority of their \$18,000 commitment to support the Recycling Transfer Station Project be received;

AND THAT a letter of appreciation be sent to the Port Authority for their support.

227-2013

CARRIED

7. CORRESPONDENCE

7.1 TransCanada Corporation – Proposed Prince Rupert Gas Transmission Project

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from TransCanada Corporation regarding an update on the Proposed Prince Rupert Gas Transmission Project be received and filed.

228-2013

CARRIED

7.2 Environmental Assessment Office – Prince Rupert LNG Limited

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from the provincial Environmental Assessment Office regarding notification of the initiation of the environmental assessment for the proposed LNG project by Prince Rupert LNG Limited (wholly-owned subsidiary of BC International Limited) be received and filed.

229-2013

CARRIED

7.2(a) Environmental Assessment Office – LNG Canada Development Inc.

MOVED by Director Ashley, SECONDED by Director Nobels, that the correspondence from the provincial Environmental Assessment Office regarding notification of the initiation of the environmental assessment for the proposed LNG export terminal by LNG Canada Development Inc. be received and filed.

230-2013

CARRIED

7.2(b) Nexen Inc. - LNG Terminal and Liquefaction Facility Location Feasibility Application

MOVED by Director Ashley, SECONDED by Director Kinney, that the correspondence from Nexen Inc. regarding notification of its feasibility application to BC Oil and Gas for a liquefied natural gas terminal and liquefaction facility on Digby Island be received and filed.

231-2013

CARRIED

7.2(c) City of Prince Rupert – Invitation to Open Houses

MOVED by Director Ashley, SECONDED by Director Nobels, that the correspondence from the City of Prince Rupert regarding open houses concerning their proposed boundary extension into Electoral Areas A and C be received and filed.

232-2013

CARRIED

7.3 Kispiox Valley Community Centre Association – Proposed Natural Gas Pipelines

MOVED by Director Kulesha, SECONDED by Director Nobels, that the correspondence from the Kispiox Valley Community Centre Association regarding the proposed construction of natural gas pipelines between northeastern BC and the Pacific coast be received and filed.

233-2013

CARRIED

7.4 Office of Prime Minister – Ridley Terminals

MOVED by Director Kulesha, SECONDED by Director Franzen, that the correspondence from the Office of Prime Minister Stephen Harper regarding acknowledgement of the Regional District's opposition to the sale of Ridley Terminals in Prince Rupert be received and filed.

234-2013

CARRIED

7.5 UBCM - Regional Community to Community Forum Program

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from the Union of BC Municipalities regarding the 2013/14 Regional Community to Community Forum Program be received and filed.

235-2013

CARRIED

7.6 UBCM – Fisheries Act Amendments

MOVED by Director Ashley, SECONDED by Director Nobels, that the correspondence from the Union of BC Municipalities regarding the *Fisheries Act* Amendments be received and filed.

236-2013

CARRIED

7.7 UBCM – Producers of Packaging and Printed Paper

MOVED by Director Kulesha, SECONDED by Director Franzen, that the correspondence from the Union of BC Municipalities regarding the issue of local governments being considered producers of packaging and printed paper under the Recycling Regulation be received and filed.

237-2013

CARRIED

7.8 UBCM – Community Works Fund Agreement (Gas Tax)

MOVED by Director Kulesha, SECONDED by Director Franzen, that the correspondence from the Union of BC Municipalities regarding the notice of an amendment to the Community Works Fund Agreement (Gas Tax) be received and filed.

238-2013

CARRIED

7.8(a) UBCM – Area Association Resolutions

MOVED by Director Kulesha, SECONDED by Director Nobels, that the correspondence from the Union of BC Municipalities regarding resolutions received from the local government area associations for the 2013 UBCM Convention be received and filed.

239-2013

CARRIED

7.9 Gitga'at First Nation – NDI Application

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Gitga'at First Nation regarding their application to the Northern Development Initiative Trust's Community Hall Grant Program be received.

240 – 2013

CARRIED

MOVED by Director Nobels, SECONDED by Director Franzen, that the Board supports the Gitga-at First Nation application to Northern Development Initiative Trust for a \$15,000 grant from the Skeena-Queen Charlotte Regional District's nominal allocation of the Northwest Regional Development Account for the "Hartley Bay Memorial Centre Kitchen and Bathroom Upgrade Project".

241 – 2013

CARRIED

8. REPORTS – RESOLUTIONS

8.1 J. Robb, Treasurer – NDI Funding Options

MOVED by Director Putterill, SECONDED by Director Ashley, that the Treasurer's report entitled "Northern Development Initiatives Trust Funding Options be received;

AND THAT the report be referred to the Electoral Area Advisory Committee, along with information on programs the Regional District is not eligible for under the new funding model.

242-2013

CARRIED

8.2 P. Richardson, Haida Gwaii Recreation Co-ordinator – Monthly Report April 2013

MOVED by Director Ashley, SECONDED by Director Nobels, that the Haida Gwaii Recreation Co-ordinator's report regarding Recreation Programming for April 2013 be received and filed.

243-2013

CARRIED

8.3 J. Merrick, Chief Administration Officer – Proposed Boundary Expansion

MOVED by Director Ashley, SECONDED by Director Kinney, that the Chief Administrative Officer's report regarding the City of Prince Rupert's proposed boundary expansion be received;

AND THAT the Board endorse the draft letter to the City explaining its inability to provide comments regarding the proposed boundary expansion by the May 31, 2013 deadline and that comments will be provided once the Regional District has completed its review;

AND FURTHER THAT staff send a letter to each private property owner affected to ask if they have any concerns they would like registered by the Regional District as part of the official response to the City of Prince Rupert.

244-2013

CARRIED

8.4 J. Robb, Treasurer – Residential Solid Waste Collection Billing

MOVED by Director Ashley, SECONDED by Director Kulesha, that the Treasurer's report entitled "Residential Solid Waste Collection Billing" be received;

AND THAT staff seek further feedback from the villages of Masset, Port Clements and Queen Charlotte regarding the idea of the Regional District assuming the billing of the Residential Solid Waste Collection;

AND FURTHER THAT a second report detailing the pros, cons and staff recommendations regarding this issue be forwarded to the June 24th Board meeting for further discussion.

245-2013

CARRIED

8.5 J. Merrick, Chief Administrative Officer – Draft Strategic Priorities 2013-2014

MOVED by Director Nobels, SECONDED by Director Ashley, that the Chief Administrative Officer's report entitled "Draft Strategic Priorities 2013-2014" be received;

AND THAT the Strategic Priorities 2013-2014, including the goals and actions, be adopted as presented.

246-2013

CARRIED

8.6 J. Merrick, Chief Administrative Officer – MIMC and other Committee Issues

MOVED by Director Ashley, SECONDED by Director Franzen, that the staff report entitled “Moresby Island Management Committee and other Committee Issues” be received;

AND THAT staff be directed to undertake the following:

1. Proceed with the necessary steps to repeal Bylaw Nos. 498 (Tow Hill Advisory Standing Committee), 499 (Tlell), 501 (Lawnhill) and 502 (Miller Creek), with each committee being contacted to request a final accounting of funds (and the return of unused funds) received from the Regional District;

Any returned funds be set aside within the Area D Grant-in-aid function for future use within the corresponding communities

2. Contact the Graham Island Advisory Planning Commission to seek a final accounting of funds (and the return of any unused funds) received from the Regional District

Any return of funds be set aside within the Electoral Area Planning function for future use

3. Consult with the Ministry of Community, Sport and Cultural Development and the Municipal Insurance Association (MIA) to draft new bylaws for the Moresby Island Management Committee and the Haida Gwaii Recreation Commission that will address the concerns outlined in the February 7, 2013 staff report entitled “Moresby Island Management Committee”; and

4. Seek a legal opinion on the structure of committees

AND FURTHER THAT the “Accountability Standards for Regional District Committee and Commissions” policy be adopted as presented.

247-2013

CARRIED

8.7 J. Merrick, Chief Administrative Officer – MIMC Change of Fiscal Year-end

MOVED by Director Nobels, SECONDED by Director Kinney, that the Chief Administrative Officer’s report entitled “Moresby Island Management Committee (MIMC) – Change of Fiscal Year-end” be received;

AND THAT the Board write to MIMC informing them the December 31st fiscal year-end must be maintained;

AND FURTHER THAT the letter explain that the Committee is not a separate entity from the Regional District (RD) and, as such, any significant changes to the way it conducts its delegated administrative authority requires consultation with the RD prior to the change being made.

248-2013

CARRIED

8.8 J. Merrick, Chief Administrative Officer – Tsunami Debris – Management Program 2013-2014

MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled “Tsunami Debris – Management Program 2013-2014” be received;

AND THAT the Board write a letter of support for the Haida Gwaii Tsunami Debris Management Program 2013-2014;

AND FURTHER THAT the letter state the Regional District’s willingness to administer the funds on the behalf of the program.

249-2013

CARRIED

8.9 Chair Pages – Network BC and Telus

MOVED by Director Franzen, SECONDED by Director Ashley, that the verbal report regarding connectivity and cell service on Haida Gwaii be received.

250-2013

CARRIED

Chair Pages, Director Nobels and the Chief Administrative Officer attended a conference call with Doug Anastos, Engineering Ops & Wireless Implementation and Aurora Sekela, Ambassador of TELUS and Chris Hauff, Director and Maria Fuccenecco, Manager Analyst of Network BC regarding connectivity issues on Haida Gwaii and their cellular program.

The following actions resulted from the meeting:

- The Regional District will send a map to Network BC showing where the evacuation sites are situated relative to communities and indicating where there is lack of cellular coverage.
- TELUS will look at cellular coverage options. They will provide Network BC with a map showing where the cell towers exist on Haida Gwaii and the coverage range
- Network BC and TELUS will prepare a regional profile of existing broadband and cellular coverage and planned coverage, identifying various connectivity initiatives and share it with SQCRD. One example is the following:
 - Regarding high-speed Internet service (HSIS) the Internet Gateways (also called Points of Presence) located in the communities of Lax Kw’alaams (Port Simpson), Hartley Bay and Kitkatla were previously identified as ‘not upgradeable’ due to bandwidth capacity issues; however, TELUS is now looking at options to upgrade these gateways.

The Board suggested that staff invite the representatives from Network BC and TELUS to the June Board meeting in Masset as they have never visited the area.

9. BYLAWS

- 9.1 Bylaw 557, 2013 – Being a Security Issuing Bylaw on behalf of the District of Port Edward for the Port Edward Elementary School

MOVED by Director Ashley, SECONDED by Director Kulesha, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be read for the first time.

251-2013

CARRIED

MOVED by Director Nobels, SECONDED by Director Kinney, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be read for a second time.

252-2013

CARRIED

MOVED by Director Ashley, SECONDED by Director Nobels, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be read for a third time.

253-2013

CARRIED

MOVED by Director Putterill, SECONDED by Director Nobels, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be adopted.

254-2013

CARRIED

- 9.2 Bylaw 555, 2013 – Being a Bylaw to amend the Graham Island Interim Zoning Bylaw No. 192, 1993

MOVED by Director Gould, SECONDED by Director Putterill, that the “Graham Island Interim Zoning Amendment Bylaw No. 555, 2013” be read for the second time.

255-2013

CARRIED

10. LAND REFERRALS / PLANNING

- 10.1 J. Merrick, Chief Administrative Officer – Proposed Rezoning 282 Sangan Drive (Electoral Area D)

MOVED by Director Putterill, SECONDED by Director Nobels, that the staff report for the proposed rezoning for the property at 282 Sangan Drive (off Tow Hill Road) be received.

256-2013

CARRIED

- 10.2 J. Merrick, Chief Administrative Officer – Crown Land Application Referral No. 64201822

MOVED by Director Putterill, SECONDED by Director Nobels, that the Crown Land Application Referral No. 64201822 by the Ministry of Transportation and Infrastructure for the area between Skidegate and Miller Creek west of Highway 16 be received;

AND THAT the following concerns provided by the Graham Island Advisory Planning Commission be forwarded to the Province, with the Board's support:

- Blasting close to town and development;
- Noise and dust that could be created and the impact on surrounding communities; and
- The fact there are limited materials available on Haida Gwaii and an application of this size potentially limits the opportunity for others to access materials.

257-2013

CARRIED

11. NEW BUSINESS

None.

12. OLD BUSINESS

None.

13. PUBLIC QUESTION PERIOD

There were no questions from the public.

14. IN CAMERA

MOVED by Director Nobels, SECONDED by Director Kinney, that the Board move to the In Camera meeting following the Regular Meeting under sections 90(1)(a), (c) and (g) of the *Community Charter* – “personal information about an identifiable individual....” and “labour relations or other employee relations” and “litigation or potential litigation affecting the municipality”.

258-2013

CARRIED

15. ADJOURNMENT

MOVED by Director Nobels, SECONDED by Director Kinney, that the Regular Board meeting of the Skeena-Queen Charlotte Regional District be adjourned at 10:05 p.m.

259-2013

CARRIED

Approved and adopted:

Certified correct:

Barry Pages
Chair

Joan Merrick
Chief Administrative Officer