



## NORTH COAST REGIONAL DISTRICT

**MINUTES** of the Regular Meeting of the Board of Directors of the North Coast Regional District (NCRD) held at 1889 Skeena Drive in Port Edward, B.C. on Friday, June 21, 2019 at 4:00 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  
D. Franzen, District of Port Edward  
K. Olsen, Village of Queen Charlotte  
D. Daugert, Village of Port Clements  
D. Nobels, Electoral Area A  
K. Bergman, Electoral Area C  
J. Young, Electoral Area D  
E. Putterill, Electoral Area E

Regrets L. Brain, City of Prince Rupert

Staff D. Fish, Corporate Officer  
S. Landrath, Treasurer

Public 0  
Media 0

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**1. CALL TO ORDER 4:04 p.m.**

**2. AGENDA**

MOVED by Director Olsen, SECONDED by Director Nobels, that the June 21, 2019 North Coast Regional District Regular agenda be adopted as presented.

**269-2019**

**CARRIED**

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

3.1 Minutes of the Regular meeting of the North Coast Regional District Board held May 17, 2019

MOVED by Director Olsen, SECONDED by Director Franzen, that the minutes of Regular meeting of the North Coast Regional District Board held May 17, 2019 be adopted as presented.

**270-2019**

**CARRIED**

3.2 Rise and Report – May 17, 2019 (*no motion required*)

MOVED by Director Putterill, SECONDED by Director Nobels, that the report from staff entitled “Employment Contract – Daniel Fish” be received;

AND THAT the Board of the North Coast Regional District appoint Daniel Fish as Deputy Chief Administrative Officer from May 20, 2019 to June 30, 2019;

AND THAT the Board of the North Coast Regional District appoint Daniel Fish as Chief Administrative Officer from July 1, 2019 to June 30, 2023;

AND FURTHER THAT the Board Chair and the Deputy Corporate Officer be authorized to execute the attached proposed employment agreement between the North Coast Regional District and Daniel Fish.

IC032-2019

CARRIED

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

4.1 Minutes of the Regular meeting of the Electoral Area Advisory Committee held March 22, 2019

MOVED by Director Putterill, SECONDED by Director Nobels, that the minutes of the Regular meeting of the Electoral Area Advisory Committee held March 22, 2019 be received as presented.

**271-2019**

**CARRIED**

4.2 Minutes of the Regular meeting of the Moresby Island Management Committee held May 7, 2019

MOVED by Director Olsen, SECONDED by Director Franzen, that the minutes of the Regular meeting of the Electoral Area Advisory Committee held May 7, 2019 be received as presented.

**272-2019**

**CARRIED**

**5. DELEGATIONS**

5.1 Port Edward Historical Society – North Pacific Cannery Update

The Port Edward Historical Society (PEHS) provided an update with respect to the North Pacific Cannery to the Board of the North Coast Regional District (NCRD).

PEHS outlined conservation work that was completed at the Cannery in 2018 including restoration of the working dock, boilerplant and building exteriors. PEHS outlined that a main focus for the coming year will be interpretation and maintenance at the Cannery. PEHS estimated that there were approximately 8,000 visitors to the Cannery in 2018.

PEHS outlined plans for the coming year, including completion of a \$25,000 interpretation plan. PEHS is seeing growth in the number of private events being held at the Cannery.

The PEHS answered questions posed by the Board of the NCRD.

The Chair thanked the Society for its presentation.

**6. FINANCE**

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

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

**273-2019**

**CARRIED**

- 6.2 S. Landrath, Treasurer – 2018 Statement of Financial Information

MOVED by Director Franzen, SECONDED by Director Nobels, that the staff report entitled “2018 Statement of Financial Information” be received.

**274-2019**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Putterill, that the Board of the North Coast Regional District approve the 2018 statement of financial information as presented.

**275-2019**

**CARRIED**

**7. CORRESPONDENCE**

- 7.1 Northern Health Authority – Community Health Planning for Wildfire Season

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from Northern Health Authority with respect to community health planning for the upcoming wildfire season be received for information.

**276-2019**

**CARRIED**

- 7.2 Prince Rupert Gas Transmission Limited Partnership – Notification Letter: Prince Rupert Gas Transmission Project - Lelu Island Meter Site Permit Extension Application

MOVED by Director Franzen, SECONDED by Director Nobels, that the correspondence from the Prince Rupert Gas Transmission Ltd. Partnership with respect to notification of the Lelu Island meter site permit extension application be received.

**277-2019**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Putterill, that the Board of the North Coast Regional District send correspondence to Prince Rupert Gas Transmission Ltd. Partnership to state that the Board of the North Coast Regional District opposes the granting of a permit extension by the BC Oil and Gas Commission.

**278-2019**

**DEFEATED**

*Directors Nobels, Putterill, Young and Daugert voted in the affirmative.*

*Directors Cunningham, Olsen, Franzen, Niesh and Bergman opposed.*

- 7.3 Prince Rupert Gas Transmission Limited Partnership – Notification Letter: Prince Rupert Gas Transmission Project – Permit Extension Application

MOVED by Director Putterill, SECONDED by Director Nobels, that the correspondence from the Prince Rupert Gas Transmission Ltd. Partnership with respect to notification of its permit extension application be received.

**279-2019**

**CARRIED**

- 7.4 North Central Local Government Association – AGM Highlights and More

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the North Central Local Government Association with respect to the its 2019 annual general meeting highlights be received.

**280-2019**

**CARRIED**

- 7.5 Northern Development Initiative Trust – 2019 Grant Writing Support

MOVED by Director Franzen, SECONDED by Director Olsen, that the correspondence from Northern Development Initiative Trust with respect to 2019 grant writing support funding be received for information.

**281-2019**

**CARRIED**

- 7.6 Northern Development Initiative Trust – 2019 Economic Development Capacity Building

MOVED by Director Putterill, SECONDED by Director Olsen, that the correspondence from Northern Development Initiative Trust with respect to 2019 economic development capacity building funding be received for information.

**282-2019**

**CARRIED**

- 7.7 Honourable Jonathan Wilkinson, P.C., M.P., Minister of Fisheries, Oceans and the Canadian Coast Guard – RE: Factory Ships Processing at Sea

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Honourable Jonathan Wilkinson, Minister of Fisheries, Oceans and the Canadian Coast Guard, with respect to factory ships processing at sea be received.

**283-2019**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Putterill, that the Board of the North Coast Regional District invite Adam Keizer, Groundfish Regional Manager, as a delegate to a future Regular meeting of the North Coast Regional District Board to discuss factory ships processing at sea.

**284-2019**

**CARRIED**

7.8 Gitga'at First Nation – Request for Community Works Funds – Gitga'at First Nation Community Hall Renovation Project

MOVED by Alternate Director Niesh, SECONDED by Director Olsen, that the correspondence from Gitga'at First Nation with respect to its request for the use of community works funds for the Gitga'at community hall renovation project be received.

**285-2019**

**CARRIED**

MOVED by Director Franzen, SECONDED by Director Nobels, that the Board of the North Coast Regional District not support the funding request from the Gitga'at First Nation;

AND THAT correspondence be sent to the Gitga'at First Nation to outline the Board's intent to develop policy around external requests for community works funding.

**286-2019**

**CARRIED**

7.9 Union of B.C. Municipalities – 2019 Resolutions

MOVED by Director Olsen, SECONDED by Director Cunningham, that the correspondence from the Union of B.C. Municipalities with respect to the North Coast Regional District's 2019 resolutions be received.

**287-2019**

**CARRIED**

7.10 BC Ferries – RE: BC Ferries Route 11 and Route 26 Scheduling

MOVED by Director Putterill, SECONDED by Director Olsen, that the correspondence from BC Ferries with respect to BC Ferries Route 11 and Route 26 scheduling be received.

**288-2019**

**CARRIED**

7.11 Sandspit Community Society – 55<sup>th</sup> Sandspit Loggers Sports Day

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Sandspit Community Society with respect to Sandspit Loggers Sports Day be received.

**289-2019**

**CARRIED**

7.12 Licence Inspectors' and Bylaw Officers' Association of B.C. – On the Verge of Victory in Precedent-Setting Local Government Dangerous Dog Appeal

MOVED by Director Nobels, SECONDED by Director Olsen, that the correspondence from the Licence Inspectors' and Bylaw Officers' Association of B.C. with respect to its request for funding support to assist with legal costs related to dangerous dog appeals be received.

**290-2019**

**CARRIED**

- 7.13 Honourable Selina Robinson, Minister of Municipal Affairs and Housing – 2019 UBCM Convention
- 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 the upcoming 2019 UBCM convention be received.
- 291-2019** **CARRIED**
- 7.14 Honourable John Horgan, Premier – 2019 UBCM Convention
- MOVED by Director Cunnginham, SECONDED by Director Olsen, that the correspondence from the Honourable John Horgan, Premier, with respect to the upcoming 2019 UBCM convention be received.
- 292-2019** **CARRIED**
- 7.15 qathet Regional District – Letter to Ministry to Expand Recycling for the ICI Sector
- MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the qathet Regional District with respect to lobbying the Honourable George Heyman, Minister of Environment and Climate Change Strategy, to expand recycling for the Industrial, Commercial and Institutional sector be received.
- 293-2019** **CARRIED**
- MOVED by Director Nobels, SECONDED by Director Olsen, that the Board of the North Coast Regional District send correspondence to the Honourable George Heyman, Minister of Environment and Climate Change Strategy, to request that the Minister expand Recycling Regulation under the *Environmental Management Act* to include packaging and paper products from the industrial, commercial and institutional sector;
- AND THAT a copy of the correspondence be sent to the qathet Regional District.
- 294-2019** **CARRIED**
- 7.16 Haida Gwaii Museum – Haawa – Thank You!
- MOVED by Director Olsen, SECONDED by Director Young, that the correspondence from the Haida Gwaii Museum thanking the North Coast Regional District for its 2019 funding contribution be received.
- 295-2019** **CARRIED**
- 7.17 Honourable Claire Trevena, Minister of Transportation and Infrastructure – Bill 25 – Coastal Ferry Amendment Act
- MOVED by Director Putterill, SECONDED by Director Cunningham, that the correspondence from the Honourable Claire Trevena, Minister of Transportation and Infrastructure, with respect to the Coastal Ferry Amendment Act be received.
- 296-2019** **CARRIED**

## 7.18 Sandspit Community Society – Funding Request

MOVED by Director Putterill, SECONDED by Director Olsen, that the correspondence from the Sandspit Community Society with respect to its request for grant in aid support for the Sandspit Rod and Gun club's purchase of a new clay pigeon thrower in the amount of \$2,600 be received.

**297-2019**

**CARRIED**

MOVED by Director Putterill, SECONDED by Director Young, that the Board of the North Coast Regional District support providing Grant-in-Aid Area E funds in the amount of \$2,600 to the Sandspit Rod and Gun club following receipt of invoicing and proof of delivery.

**298-2019**

**CARRIED**

## 8. REPORTS – RESOLUTIONS

### 8.1 D. Fish, Deputy Chief Administrative Officer – 2019 UBCM Convention – Resolutions & Meeting Requests

MOVED by Director Nobels, SECONDED by Director Olsen, that the report from staff entitled “2019 UBCM Convention – Resolutions & Meeting Requests” be received;

AND THAT the following Ministerial meeting requests be scheduled for the 2019 UBCM convention:

- Minister of Health with BC Emergency Health Services and Northern Health Authority – (1) Hospital helipad construction; (2) northern health clinic hours
- Minister of Municipal Affairs and Housing – (1) North Coast Land Use Plan bylaw
- Minister of Transportation and Infrastructure – (1) highway 16 safety improvements; (2) BC Ferries service restoration and fares; (3) shoreline erosion
- Minister of Environment – (1) Rennell Sound site; (2) waste incineration
- Minister of Education – (1) School District 50 amalgamations
- Minister of Forests, Lands, Natural Resource Operations and Rural Development – (1) Rennell Sound recreation site; (2) Haida Gwaii community forest; (3) forestry industry, lack thereof, in the mainland region
- Minister of Health and Premier – (1) lack of health services in the region (ophthalmology, dialysis, chemotherapy); (2) general discussion around Northern Health Authority issues.

AND FURTHER THAT the following resolution be submitted to the Union of BC Municipalities for consideration at the 2019 convention:

WHEREAS public libraries are the great equalizers that give people from all socioeconomic backgrounds access to safe spaces where they can access the internet, extensive library collections and library programming;

AND WHEREAS public libraries in B.C. are dependent on annual operational grants from the Province of B.C.;

AND WHEREAS these grants were subject to significant cuts in 2009/2010 with no additional funds being allocated toward increased inflationary costs;

THEREFORE BE IT RESOLVED THAT the Union of B.C. Municipalities urge the Province of B.C. to increase annual operating grants for municipal libraries, regional library systems and public library associations to 2008/2009 grant funding levels plus an inflation adjustment, based on the B.C. Consumer Price Index, for the years subsequent to 2008/2009 to present;

AND BE IT FURTHER RESOLVED THAT the Union of B.C. Municipalities urge the Province of B.C. to index future annual operating grants for B.C. libraries at the rate of the B.C. Consumer Price Index.

**299-2019**

**CARRIED**

- 8.2 D. Fish, Deputy Chief Administrative Officer – Bylaw No. 591.1, 2019 – Amendment to the NCRD Procedure Bylaw No. 591, 2016

MOVED by Director Olsen, SECONDED by Director Franzen, that the report from the consultant entitled “Bylaw No. 591.1, 2019 – Amendment to the NCRD Procedure Bylaw No. 591, 2016” be received for information.

**300-2019**

**CARRIED**

- 8.3 D. Fish, Deputy Chief Administrative Officer – Bylaw No. 579.1, 2019 – Amendment to the Moresby Island Management Standing Committee Bylaw No. 579, 2014

MOVED by Director Putterill, SECONDED by Director Nobels, that the report from the consultant entitled “Bylaw No. 579.1, 2019 – Amendment to the Moresby Island Management Standing Committee Bylaw No. 579, 2014” be received for information.

**301-2019**

**CARRIED**

**9. BYLAWS**

- 9.1 Bylaw No. 591.1, 2019 – Being a bylaw amend the NCRD Board Procedure Bylaw No. 591, 2016

MOVED by Director Nobels, SECONDED by Director Olsen, that Bylaw No. 591.1, 2019 be given first reading.

**302-2019**

**CARRIED**

MOVED by Director Putterill, SECONDED by Director Olsen, that Bylaw No. 591.1, 2019 be given second reading with the following amendments:

Section 2 to read as follows:

- 2.1 The North Coast Regional District Bylaw No. 591, 2016, and subsequent amendments thereto, is hereby amended by adding, under Part 3 – Board Proceedings, the heading “Recognition” with the following clauses as s. 42 and s. 43 and renumbering all subsequent clauses accordingly:
- 2.1.1 As soon as is practical following calling the meeting to order, the Chair shall acknowledge the traditional territory of the First Nation on which the meeting shall take place.



2.1.2 Section 42 applies to all meetings of the following bodies:

- A) Committees and commissions;
- B) Parcel tax review panel;
- C) Board of variance; and
- D) Advisory planning commissions.

**303-2019**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Olsen, that Bylaw No. 591.1, 2019 be given third reading as amended.

**304-2019**

**CARRIED**

MOVED by Director Olsen, SECONDED by Director Putterill, that Bylaw No. 591.1, 2019 be adopted as amended.

**305-2019**

**CARRIED**

9.2 Bylaw No. 579.1, 2019 – Being a bylaw to amend the Moresby Island Management Standing Committee Bylaw No. 579, 2014

MOVED by Director Putterill, SECONDED by Director Olsen, that Bylaw No. 579.1, 2019 be abandoned.

**306-2019**

**CARRIED**

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

10.1 M. Williams, Planning Consultant – Land Referral: Naikun Wind Development Corp.

MOVED by Director Putterill, SECONDED by Director Nobels, that the report from the consultant entitled “Land Referral: Naikun Wind Development Corp.” be received;

AND THAT the Board of the North Coast Regional District provide no objection to approval of the project.

**307-2019**

**CARRIED**

## **11. NEW BUSINESS**

11.1 Director’s Reports

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

### Director Olsen – Village of Queen Charlotte

- The Village continues to work on mold remediation on the modular units proposed for the Village’s supportive housing project;
- Haida Gwaii no longer offers a chemotherapy health services due to lack of staffing; and
- The Village is considering a recent request of changing the municipality’s name to Daajing Giids Llngagaay.

### Director Cunningham – City of Prince Rupert

- City council recently met with Jennifer Rice, MLA, to discuss the need for ophthalmology health services in Prince Rupert;

- The City is working on repairs to a water main on McBride Street; and
- The City will be working on a paving program to revitalize streets throughout summer 2019.

Director Franzen – District of Port Edward

- The District heard an update from the local BC Conservation Officer at its last meeting;
- The CN Rail twinning project is ongoing in the community; and
- The District is completing interviews for a new Chief Administrative Officer in late June 2019.

Director Young – Electoral Area D

- Richardson Ranch celebrated its 100<sup>th</sup> anniversary; and
- Updates are being made to the Towhill Kiosk.

Director Daugert – Village of Port Clements

- The Village is underway with preparations for its annual Canada Day celebration;
- The Village will be completing repair works to the cladding of the firehall in the near future;
- The Village has received a response to its request for proposal for construction of a new wastewater treatment plant; and
- The Village is partnering with BC Hydro to install a level 3 electric vehicle charger in the community.

Director Nobels – Electoral Area A

- The Digby Island Art Show was held in Dodge Cove on June 1, 2019;
- Upgrades to the community dock have been completed; and
- Director Nobels continues to participate in the Vopak project assessment process. Vopak intends to submit its application to the BC EAO in 4<sup>th</sup> quarter 2019.

Director Putterill – Electoral Area E

- Director Putterill attended the most recent meeting of the BC Ferries Advisory Committee (FAC);
- The FAC continues to lobby BC Ferries for an expansion of service on Route 11 during the shoulder season;
- The last regular meeting of the Moresby Island Management Standing Committee was held June 4, 2019 and was a productive meeting;
- Director Putterill met with the Sandspit Community Hall Committee to discuss maintenance needs at the hall; and
- BC Parks is proposing to upgrade boardwalks along the Dover Trail.

Chair Pages – Village of Masset

- The Village is engaging with School District 50 to discuss the amalgamation of the elementary and high school in the community; and
- The Village and Ministry of Transportation and Infrastructure recently completed cleaning and upgrades to its emergency evacuation site to now include trailers for storage and refuge.

**308-2019**

**CARRIED**

- 11.2 Gitga'at First Nation's Application to Northern Development Initiative Trust's Community Halls and Recreation Facilities Program – Gitga'at First Nation Community Hall

MOVED by Director Nobels, SECONDED by Director Putterill, that the Gitga'at First Nation's application to Northern Development Initiative Trust's Community Halls and Recreation Facilities program be received;

AND THAT the Board of the North Coast Regional District support the Gitga'at First Nation's application to Northern Development Initiative Trust's Community Halls and Recreation Facilities program in the amount of \$30,000 to be drawn from the Northwest Regional Development Account.

**309-2019**

**CARRIED**

- 11.3 Tlell Fall Fair Committee's Application to Northern Development Initiative Trust's Fabulous Festivals and Events Program – Tlell Fall Fair

MOVED by Director Nobels, SECONDED by Director Putterill, that the Tlell Fall Fair Committee's application to Northern Development Initiative Trust's Fabulous Festivals and Events program be received;

AND THAT the Board of the North Coast Regional District support the Tlell Fall Fair Committee's application to Northern Development Initiative Trust's Fabulous Festivals and Events program in the amount of \$2,500 to be drawn from the North Coast Regional District nominal account.

**310-2019**

**CARRIED**

- 11.4 Haida Gwaii All-Islands Protocol Table – RE: Request for the Gwaii Trust Society to Consider Creating a Special Program to Provide Ongoing Funding for an All-Island Governance Structure for Haida Gwaii

MOVED by Director Olsen, SECONDED by Director Daugert, that the correspondence from the Haida Gwaii All-Island Protocol Table to the Gwaii Trust Society requesting that it consider creating a special program to provide ongoing funding for an all-island governance structure for Haida Gwaii be received;

AND THAT the Board of the North Coast Regional District support signing the correspondence from the Haida Gwaii All-Islands Protocol Table to the Gwaii Trust Society.

**311-2019**

**CARRIED**

- 11.5 Metlakatla First Nation Application to Northern Development Initiative Trust's Economic Diversification Infrastructure Program

MOVED by Director Putterill, SECONDED by Director Nobels, that the Metlakatla First Nation's application to Northern Development Initiative Trust's Community Economic Diversification Infrastructure program be received;

AND THAT the Board of the North Coast Regional District support the Metlakatla First Nation's application to Northern Development Initiative Trust's Economic Diversification Infrastructure program in the amount of \$79,094 to be drawn from the Nominal Development Account.

**312-2019**

**CARRIED**

**12. OLD BUSINESS**

## 12.1 Director Putterill, Electoral Area E – Shoreline Erosion

MOVED by Director Nobels, SECONDED by Director Olsen, that the verbal report from Director Putterill entitled “Shoreline Erosion” be received.

**313-2019****CARRIED****13. PUBLIC INPUT**

There were 0 questions from the public.

**14. IN CAMERA**

MOVED by Director Franzen, SECONDED by Alternate Director Niesh, that the public be excluded from the meeting according to section 90(1)(a)(c)(k) and 90(2)(b) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality”, “labour relations or other employee relations”, “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” and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government.”

**314-2019****CARRIED****15. ADJOURNMENT**

MOVED by Director Cunningham, SECONDED by Director Franzen, that the North Coast Regional District Regular Board meeting be adjourned at 7:35 p.m.

**315-2019****CARRIED**

*Approved and adopted:*

*Certified correct:*

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**Chair**

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**Corporate Officer**