



NORTH COAST REGIONAL DISTRICT

MINUTES of the Regular 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 Friday, December 13, 2019 at 7:00 p.m.

PRESENT

PRIOR TO ADOPTION

Chair B. Pages, Village of Masset

Directors L. Brain, City of Prince Rupert (*Via Teleconference*)
B. Cunningham, City of Prince Rupert
K. Bjorndal, District of Port Edward
K. Olsen, Village of Queen Charlotte (*Via Teleconference*)
D. Daugert, Village of Port Clements (*Via Teleconference*)
D. Nobels, Electoral Area A
K. Bergman, Electoral Area C
J. Young, Electoral Area D
E. Putterill, Electoral Area E

Regrets None.

Staff D. Fish, Chief Administrative Officer
S. Landrath, Treasurer
J. Bagnall, Corporate Officer

Public 0
Media 0

1. CALL TO ORDER 7:02 p.m.

The North Coast Regional District acknowledges the traditional territory of the Tsimshian on which this meeting took place.

2. AGENDA

MOVED by Director Bjorndal, SECONDED by Director Nobels, that the December 13, 2019 North Coast Regional District Regular agenda be amended and adopted to include the following:

- 4.2 Electoral Area Advisory Committee – Director Travel to attend the Winter 2020 Oceans Protection Plan Dialogue Forum
- 7.4 Tow Hill Community Association – Problems with Telecommunication Service
- 7.8 BC Natural Resources Forum – 17th Annual BC Natural Resources Forum – Invitation
- 7.9 Misty Isles Economic Development Society – Request for a letter of Support for Application to the Gwaii Trust – Visitor Exit Survey Project
- 7.10 Misty Isles Economic Development Society – BC Hydro Community Energy Plan for Haida Gwaii
- 11.6 Director Putterill - Sandspit Inn

559-2019

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

- 3.1 Minutes of the Statutory meeting of the North Coast Regional District Board held November 15, 2019

MOVED by Director Nobels, SECONDED by Director Putterill, that the minutes of Statutory meeting of the North Coast Regional District Board held November 15, 2019 be adopted as presented.

560-2019

CARRIED

- 3.2 Minutes of the Regular meeting of the North Coast Regional District Board held November 15, 2019

MOVED by Director Bjordnal, SECONDED by Director Putterill, that the minutes of Regular meeting of the North Coast Regional District Board held November 15, 2019 be adopted as presented.

561-2019

CARRIED

- 3.3 Minutes of the Committee of the Whole meeting of the North Coast Regional District Board held November 16, 2019

MOVED by Director Young, SECONDED by Director Nobels, that the minutes of Committee of the Whole meeting of the North Coast Regional District Board held November 16, 2019 be adopted as presented.

562-2019

CARRIED

- 3.2 Rise and Report – November 15, 2019 (*no motion required*)

MOVED by Director Brain, SECONDED by Director Cunningham, that the correspondence from Charge North BC regarding EV Network Study Advisory Committee Memo be received;

AND THAT the board authorizes a contribution to Charge North from the professional fees budget in the amount of \$4,000.00 to continue the process of securing EV infrastructure capital.

IC084-2019

CARRIED

- 3.2 Rise and Report – November 15, 2019 (*no motion required*)

MOVED by Director Putterill, SECONDED by Director Young, that correspondence be sent to the Minister of Public Safety & Solicitor General to request funding for an officer in Sandspit and to request that the satellite detachment be staffed.

IC085-2019

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

- 4.1 Minutes of the Regular meeting of the Moresby Island Management Committee held November 4, 2019

MOVED by Director Putterill, SECONDED by Director Nobels, that the minutes of the Regular meeting of the Moresby Island Management Committee held November 4, 2019 be received as presented.

563-2019

CARRIED

- 4.2 Electoral Area Advisory Committee – Director Travel to attend the Winter 2020 Oceans Protection Plan Dialogue Forum

MOVED by Director Putterill, SECONDED by Director Olsen, that the staff report entitled “Director Travel to attend the Winter 2020 Oceans Protection Plan Dialogue Forum” be received;

AND that Board of the North Coast Regional District sanction Director Nobels’ travel to attend the winter 2020 Oceans Protection Plan dialogue forum to be held in Vancouver on January 30, 2020.

564-2019

CARRIED

5. DELEGATIONS

- 5.1 Adam Keizer, Department of Fisheries and Oceans – Pacific Groundfish Trawl Fisheries

The delegate presented on civic groundfish trawl fisheries for a general discussion on groundfish trawl fisheries.

**Director Daugert entered the meeting at 7:21 P.M. via teleconference*

**Director Cunningham entered the meeting at 7:22 P.M.*

MOVED by Director Nobels, SECONDED by Director Putterill, to submit correspondence to the Minister of Fisheries and Oceans to outline concerns related to west coast fisheries and express support for the formation of a committee struck to implement recommendations from the Report of the Standing Committee on Fisheries and Oceans entitled “West Coast Fisheries: Sharing Risks and Benefits”;

AND THAT MP Taylor Bachrach and AVICC Member communities be copied on the correspondence to request support.

565-2019

CARRIED

6. FINANCE

- 6.1 S. Landrath, Treasurer – Supplier Payments over \$5,000 for November, 2019

MOVED by Director Nobels, SECONDED by Director Cunningham, that the staff report on Supplier Payments over \$5,000 issued by the North Coast Regional District for November 2019 be received and filed.

566-2019

CARRIED

7. CORRESPONDENCE

- 7.1 List of Correspondence Supplied – For Information

MOVED by Director Cunningham, SECONDED by Director Nobels, that the list of correspondence supplied be received for information.

567-2019

CARRIED

- 7.2 City of Victoria – Request to Support Resolutions B171 Safer Drug Supply to Save Lives and B172 Observed Inhalation Sites for Overdose Prevention
MOVED by Director Cunningham, SECONDED by Director Putterill, that the correspondence from the City of Victoria with respect to a request to Support Resolutions B171 Safer Drug Supply to Save Lives and B172 Observed Inhalation Sites for Overdose Prevention be received;

AND THAT letter of support regarding this resolution to the Minister of Health and Minister of Mental Health and Addictions to support resolution and to send a copy to the City of Victoria and UBCM Executive.

568-2019 **CARRIED**
- 7.3 Tow Hill Community Association – Exploring Options for Community Space Request for Assistance
MOVED by Director Young, SECONDED by Director Putterill, that the correspondence from the Tow Hill Community Association with respect to Exploring Options for Community Space Request for Assistance be received;

AND THAT staff be directed to investigate implementing a non-binding community survey and communication of the process for establishing a service.

569-2019 **CARRIED**
- 7.4 Tow Hill Community Association – Telecommunications Services on Haida Gwaii
MOVED by Director Nobels, SECONDED by Director Olsen, that the correspondence from Tow Hill Community Association with respect to a Telecommunications Services on Haida Gwaii be received;

AND THAT the Chair be authorized sign the joint-letter from Haida Gwaii communities to TELUS on behalf of the North Coast Regional District.

570-2019 **CARRIED**
- 7.5 North Central Local Government Association – Resolution Submission Guidelines
MOVED by Director Putterill, SECONDED by Director Nobels, that the correspondence from North Central Local Government Association with respect to a Resolution Submission Guidelines be received for information.

571-2019 **CARRIED**
- 7.6 Association of Vancouver Island and Coastal Communities – 2020 Annual General Meeting and Convention – Resolutions Notice
MOVED by Director Nobels, SECONDED by Director Putterill, that the correspondence from Association of Vancouver Island and Coastal Communities with respect to a 2020 Annual General Meeting and Convention – Resolutions Notice be received for information.

572-2019 **CARRIED**

- 7.7 Association of Vancouver Island and Coastal Communities – Call for Nominations for AVICC Executive
MOVED by Director Nobels, SECONDED by Director Putterill, that the correspondence from Association of Vancouver Island and Coastal Communities with respect to Call for Nominations for AVICC Executive be received for information.

573-2019

CARRIED

- 7.8 BC Natural Resources Forum – 17th Annual BC Natural Resources Forum – Invitation
MOVED by Director Nobels, SECONDED by Director Young, that the correspondence from BC Natural Resources Association with respect to the 17th Annual BC Natural Resources Forum be received for information.

574-2019

CARRIED

- 7.9 Misty Isles Economic Development Society – Request for a letter of Support for Application to the Gwaii Trust – Visitor Exit Survey Project
MOVED by Director Daugert, SECONDED by Director Nobels, that the correspondence from Misty Isles Economic Development Society with respect to a request for a letter of Support for Application to the Gwaii Trust – Visitor Exit Survey Project be received;
AND THAT the Board provide a letter of support for Misty Isles Economic Development Society regarding their application to the Gwaii Trust for the Visitor Exit Survey Project.

575-2019

CARRIED

- 7.10 Misty Isles Economic Development Society – BC Hydro Community Energy Plan for Haida Gwaii
MOVED by Director Young, SECONDED by Director Putterill, that the correspondence from Misty Isles Economic Development Society with respect to a BC Hydro Community Energy Plan for Haida Gwaii be received;

AND THAT the Board support a grant application by the Misty Isles Economic Development Society to the Gwaii Trust Society's Special Projects program for up to \$100,000 towards a Haida Gwaii Community Energy Plan co-funded by BC Hydro.

576-2019

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 D. Fish, Chief Administrative Officer – Northern Capital and Planning Grant (“NCPG”) Allocation to Reserves
MOVED by Director Putterill, SECONDED by Director Nobels, that the staff report entitled “Northern Capital and Planning Grant (“NCPG”) Allocation to Reserves” be received;
AND THAT the Board of the North Coast Regional District authorize the following allocation to reserve funds:
AND THAT \$17,325 be allocated to the General Administration Capital and Planning Reserve Fund;

AND THAT \$282,800 be allocated to the Electoral Area Administration Capital and Planning Reserve Fund;

AND THAT \$20,000 be allocated to the Sandspit Fire Capital and Planning Reserve Fund;

AND THAT \$40,000 be allocated to the Electoral Areas "A" and "C" Emergency Program Capital and Planning Reserve Fund;

AND THAT \$137,749 be allocated to the Electoral Area "D" Emergency Program Capital and Planning Reserve Fund;

AND THAT \$20,000 be allocated to the Electoral Area "E" Emergency Program Capital and Planning Reserve Fund;

AND THAT \$65,275 be allocated to the Tlell Fire Protection and Rescue Service Area Reserve Fund;

AND THAT \$240,000 be allocated to the Island Solid Waste Capital and Planning Reserve Fund;

AND THAT \$46,246 be allocated to the Regional Solid Waste Management Reserve Fund;

AND THAT \$212,000 be allocated to the Regional Recycling Capital and Planning Reserve Fund;

AND THAT \$30,000 be allocated to the Rural Land Use Planning Capital and Planning Reserve Fund;

AND THAT \$40,000 be allocated to the Haida Gwaii Recreation Capital and Planning Reserve Fund;

AND THAT \$80,000 be allocated to the Sandspit Community Hall Capital and Planning Reserve Fund;

AND THAT \$11,066 be allocated to the Mainland Recreation Area A Service Reserve Fund;

AND THAT \$56,339 be allocated to the Mainland Recreation Area C Service Reserve Fund;

AND THAT \$125,700 be allocated to the Area D Parks and Trails Service Reserve Fund;

AND THAT \$187,500 be allocated to the Electoral Area "E" Parks and Trails Reserve Fund;

AND THAT \$100,000 be allocated to the Sandspit Water Capital and Planning Reserve Fund;

AND FURTHER THAT all interest earned on the NCPG funding before the transfers to reserves were authorized be allocated to the Electoral Area Administration Capital and Planning Reserve Fund.

577-2019

CARRIED

- 8.2 S. Landrath, Treasurer - NCRD Borrowing Power with the Municipal Finance Authority
MOVED by Director Nobels, SECONDED by Director Young, that the staff report entitled “NCRD Borrowing Power with the Municipal Finance Authority” be received for information.

578-2019

CARRIED

- 8.3 S. Landrath, Treasurer - Gas Tax Funding – Eligible Projects
MOVED by Director Putterill, SECONDED by Director Bjordnal, that the staff report entitled “Gas Tax Funding – Eligible Projects” be received for information.

579-2019

CARRIED

- 8.4 J. Bagnall, Corporate Officer - NDIT Local Government Management Intern Grant Application

MOVED by Director Bjordnal, SECONDED by Director Nobels, that the staff report entitled “NDIT Local Government Management Intern Grant Application” be received;

AND THAT the NCRD Board supports the application to Northern Development Initiative Trust for a grant of up to \$35,000 to host an intern under the Local Government Internship Program from the North Coast Regional District Nominal Funding Account;

AND THAT that the North Coast Regional District is committed to providing sufficient financial and staffing resources, training and exposure opportunities to host an intern;

AND THAT that the Board resolves to include an expenditure of \$10,000 plus overhead employment costs in the 2020-2024 Financial Plan.

580-2019

CARRIED

9. BYLAWS

- 9.1 Bylaw No. 661, 2019 – Being a bylaw to establish a general reserve fund for Tlell Fires Service

MOVED by Director Bjordnal, SECONDED by Director Young, that Bylaw No. 661, 2019 be read a first time.

581-2019

CARRIED

MOVED by Director Nobels, SECONDED by Director Young, that Bylaw No. 661, 2019 be read a second time.

582-2019

CARRIED

MOVED by Director Putterill, SECONDED by Director Young, that Bylaw No. 661, 2019 be read a third time.

583-2019

CARRIED

MOVED by Director Nobels, SECONDED by Director Young, that Bylaw No. 661, 2019 be adopted.

584-2019

CARRIED

- 9.2 Bylaw No. 663, 2019 – Being a bylaw to provide for the borrowing of money during fiscal year 2020 in anticipation of revenue
- MOVED by Director Daugert, SECONDED by Director Young, that Bylaw No. 663, 2019 be read a first time.
- 585-2019** **CARRIED**
- MOVED by Director Nobels, SECONDED by Director Putterill, that Bylaw No. 663, 2019 be read a second time.
- 586-2019** **CARRIED**
- MOVED by Director Nobels, SECONDED by Director Olsen, that Bylaw No. 663, 2019 be read a third time.
- 587-2019** **CARRIED**
- MOVED by Director Putterill, SECONDED by Director Nobels, that Bylaw No. 663, 2019 be adopted.
- 588-2019** **CARRIED**
- 9.3 Bylaw No. 631.1, 2019 – Being a bylaw to provide for the amendment of the North Coast Regional District Five-Year Financial Plan for the Years 2019 to 2023 Bylaw No. 631, 2019
- MOVED by Director Putterill, SECONDED by Director Nobels, that Bylaw No. 631.1, 2019 be read a first time.
- 589-2019** **CARRIED**
- MOVED by Director Bjordnal, SECONDED by Director Nobels, that Bylaw No. 631.1, 2019 be read a second time.
- 590-2019** **CARRIED**
- MOVED by Director Young, SECONDED by Director Putterill, that Bylaw No. 631.1, 2019 be read a third time.
- 591-2019** **CARRIED**
- MOVED by Director Nobels, SECONDED by Director Young, that Bylaw No. 631.1, 2019 be adopted.
- 592-2019** **CARRIED**

- 9.4 Bylaw No. 664, 2019 – Being a bylaw to regulate the numbering of buildings and structures for the settlement of Sandspit, a portion of North Coast Regional District Electoral Area E

MOVED by Director Nobels, SECONDED by Director Putterill, that Bylaw No. 664, 2019 be read a first time.

593-2019

CARRIED

MOVED by Director Putterill, SECONDED by Director Young, that Bylaw No. 664, 2019 be read a second time with the following amendments:

- Remove and replace subsection 3(e) with “Civic addresses use numerical and alphanumerical values; and
- Remove and replace subsection 3(f) with “Strata and multi-family developments will be assigned a single civic address ; units of development will then be assigned alpha-numeric unit numbers.

594-2019

CARRIED

MOVED by Director Putterill, SECONDED by Director Young, that Bylaw No. 664, 2019 be read a third time.

595-2019

CARRIED

MOVED by Director Putterill, SECONDED by Director Young, that Bylaw No. 664, 2019 be advertised to the residents of Sandspit seeking feedback prior to consideration of adoption of Bylaw 664, 2019 on February 21, 2020.

596-2019

CARRIED

- 9.5 Bylaw No. 665, 2019 – Being a bylaw to regulate the numbering of buildings and structures for North Coast Regional District Electoral Area D

MOVED by Director Young, SECONDED by Director Nobels, that Bylaw No. 665, 2019 be read a first time.

597-2019

CARRIED

MOVED by Director Young, SECONDED by Director Putterill, that Bylaw No. 665, 2019 be read a second time with the following amendments:

- Remove and replace subsection 3(e) with “Civic addresses use numerical and alphanumerical values; and
- Remove and replace subsection 3(f) with “Strata and multi-family developments will be assigned a single civic address ; units of development will then be assigned alpha-numeric unit numbers.

598-2019

CARRIED

MOVED by Director Nobels, SECONDED by Director Young that Bylaw No. 665, 2019 be read a third time.

599-2019

CARRIED

MOVED by Director Putterill, SECONDED by Director Young, that Bylaw No. 665, 2019 be advertised to the residents of Sandspit seeking feedback prior to consideration of adoption of Bylaw 664, 2019 on February 21, 2020.

600-2019

CARRIED

10. LAND REFERRALS / PLANNING

10.1 M. Williams, Planning Consultant – Referral – Industrial Use (Prince Rupert)

MOVED by Director Nobels, SECONDED by Director Bjordnal, that the staff report entitled “Referral – Industrial Use (Prince Rupert)” be received;

AND THAT the Board of the North Coast Regional District provide no response to the Ministry regarding land referral 115973419 – 005.

601-2019**CARRIED****11. NEW BUSINESS**

11.1 Director’s Reports

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

602-2019**CARRIED**Director Putterill – Area E

- The Sandspit Harbour project substantially complete.
- New lighting has been put in the firehall for its renovation project, the next phase of the project is to install heat pumps.
- BC Ferries – talked about restoration of Kuna route – trying to meet original commitment by end of January.
- BC Ferries have opened up aurora lounge for use on all sailings.

Director Bergman – Area C

- One of the current issues in Oona river is the Harbour, where there is not enough wharf space.
- A bigger discussion is needed to happen regarding usable dock space.

Director Nobels – Area A

- After 20 years, have been replacing culverts which has made the flow much more convenient with less erosion.
- Experiencing same concerns with vessels looking for boat parking.

Director Bjordnal – Port Edward

- In December 2019, Port Edward had a strategic planning session.
- Port Edward recently received confirmation of federal funding planned for road repair.

Director Young – Area D

- The three main communities in Area D are planning projects to use the Gwaii Trust vibrant communities fund, and these communities are having community meetings to discuss these potential projects.
- Director Young attended all island protocol meeting where BC Hydro discussed the Haida Gwaii energy plan.
- Director Young attended the GwaiiTel Annual General Meeting.

Director Cunningham – City of Prince Rupert

- On December 12th, a presentation was held at the Lestre Centre of the Redesign Rupert 2030 plan by Beasley and Associates.

- The City of Prince Rupert made a number of joint announcements with community partners:
- Establishment of a Vision Stewardship Council to oversee Redesign-related projects as well as an attraction and retention strategy, with the final structure to be formally established with Redesign partners - City of Prince Rupert, Prince Rupert Port Authority, DP World, Raymont Logistics, and Ridley Terminals Inc., as well as Metlakatla, Lax Kw'alaams and Gitxaala - early in the new year;
- The Prince Rupert Port Authority's development plan, in partnership with the City, to enhance the habitat of the Seal Cove slough and create a waterfront park;
- The acquisition of Lot 9 from CN by the City of Prince Rupert's wholly owned subsidiary, Legacy Inc. – with the eventual intention to extend 3rd Avenue through the lot and open up the surrounding area for future waterfront development;
- An announcement with Lax Kw'alaams committing to work together to build 60 units of housing, with the City providing the land;
- A collaboration between the City and Gitxaala to make a historic investment into a new ferry landing and marina at the proposed 'Rupert's Landing' location.
- And, the City's plan to renew the Official Community Plan beginning in 2020 to bring land use related proposals to the community for input.

Director Olsen – Queen Charlotte

- Regarding the recent issues regarding Sandspit inn, the community is coming together and working hard on Haida Gwaii.
- Director Olsen is Excited about the region and people coming together in a way to support each other to promote business and attract residents.
- Correspondence was sent the federal government about tearing down Martin Manor for replacement.
- Queen Charlotte recently held three public meetings to discuss what Council has been doing, which was well attended.
- The Misty Isles Economic Development Society made presentation about the community forest and things they bring to island.
- The Haida Gwaii Museum held its 5th annual art auction. Our shared history is our shared strength.

Director Brain

- Yesterday was a historic moment collaboration between the City and Gitxaala to make a historic investment into a new ferry landing and marina at the proposed 'Rupert's Landing' location.

Director Daugert

- The community held had craft fair and coffee house at St. Mark's Church at millennium park.
- December 12th there was a First Annual Christmas in the Park event.
- December 14th at is scheduled to have a Breakfast with Santa event.
- December 16th the Rod and Gun Club held its annual turkey shoot.
- The Haida Gwaii management Council is receiving feedback on the annual allowable cut determination.
- A boil water advisory notice for Port Clements started on December 2nd and ended on December 13th.

Director Pages

- The Village of Masset is working on a housing needs assessment, surveying housing needs.
- The Village is also working on childcare assessment, to get a realistic idea of the need.
- This Village has also been working with Small Craft Harbour for a few years on a potential lease. The Village will also be forming a Committee of Council to take over that harbour. Members of council and user groups will form the new committee. Small Craft Harbour will work with us to bring it up to capacity and on any repairs.
- A meeting with community soon to talk about new arrangement.

11.2 2020 Board Meeting Schedule

MOVED by Director Nobels, SECONDED by Director Bjordnal, that the 2020 Board Meeting Schedule be received for information.

603-2019

CARRIED

11.3 Application to Northern Development Initiative Trust's Grant Writing Support Program

MOVED by Director Nobels, SECONDED by Director Putterill, that staff be directed to submit an application to the Northern Development Initiative Trust's Grant Writing Support Program as presented.

604-2019

CARRIED

11.4 Application to Northern Development Initiative Trust's Economic Development Capacity Building Program

MOVED by Director Putterill, SECONDED by Director Nobels, that staff be directed to submit an application to the Northern Development Initiative Trust's Economic Development Capacity Building Program as presented.

605-2019

CARRIED

11.5 Local Government Leadership Academy 2020 Leadership Forum

MOVED by Director Bjordnal, SECONDED by Director Nobels, that staff be directed to allocate funds for Electoral Area Directors to attend the Local Government Leadership Academy 2020 Leadership Forum and get input from Directors on participation via email.

606-2019

CARRIED

MOVED by Director Nobels, SECONDED by Director Putterill that staff be directed to allocate funds for Electoral Area Directors to attend the 2020 Electoral Area Directors' Forum and get input from Directors on participation via email.

607-2019

CARRIED

11.6 Director Putterill, Area E - Sandspit Inn

MOVED by Director Olsen, SECONDED by Putterill, support Area E and D to sign a joint letter to support not tearing down sandspit inn to be sent to Transport Canada and a wider focus;

AND THAT the correspondence be brought forward to the Board for review at a future Regular Board meeting.

608-2019

CARRIED

12. OLD BUSINESS

None.

13. PUBLIC INPUT

There were 0 questions from the public.

14. IN CAMERA

MOVED by Director Nobels, SECONDED by Director Young, that the public be excluded from the meeting according to section 90(1) (a) 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; (c) labour relations or other employee relations; (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; (g) litigation or potential litigation affecting the municipality; and section 90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party of the *Community Charter*.

609-2019

CARRIED

15. ADJOURNMENT

MOVED by Director Nobels, SECONDED by Director Young, that the North Coast Regional District Regular Board meeting be adjourned at 9:50 p.m.

610-2019

CARRIED

Approved and adopted:

Certified correct:

Chair

Corporate Officer