



## 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, Prince Rupert, B.C. on Friday, February 18, 2011.

### **PRESENT**

Chair B. Pages, Village of Masset  
Vice-Chair J. Mussallem, City of Prince Rupert (*arrived at 8pm*)  
Directors C. Delves, Village of Port Clements  
N. Kinney, City of Prince Rupert  
D. Nobels, Dodge Cove (Electoral Area "A")  
C. Kulesha, Village of Queen Charlotte  
E. Putterill, Moresby Island (Electoral Area "E")  
B. Setso, Graham Island (Electoral Area "D") (*via telephone*)  
K. Bjorndal, District of Port Edward - Alternate  
Regrets M. Kristoff, District of Port Edward  
K. Bergman, Oona River (Electoral Area "C")  
  
Staff J. Merrick, CAO  
H. Koning

### **1. CALL TO ORDER 7:10 pm**

### **2. AGENDA**

- 2.1 MOVED by Director Kinney, SECONDED by Director Delves, that the agenda be approved with the following amendments:
2. ADD '(additions/deletions)' after Consideration of Agenda
  - 4.1a Moresby Island Management Committee (MIMC) Minutes of the meeting held December 8, 2010. (*Please REPLACE original minutes distributed*)
  - 4.3 MIMC Minutes of the meeting held January 12, 2011
  - 7.11 QCI Recreation Commission – Islands recreation facilities
  - 7.12 MIMC – Advocacy for ongoing unresolved issues
  - 7.13 Lakelse Consulting Services – BC Hydro Fair Compensation
  - 7.14 Regional District of Kitimat-Stikine – 2011 Workshop Topics Request
  - 7.15 RCMP – Delegation Request
  - 7.16 Roundtable on Transportation – Director Delves



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- 8.8 Helen Koning – Resolution for NCLGA AGM – Local Government Right to be consulted
- 8.9 Joan Merrick, CAO – Parcel Tax Roll Review Panel
- 10.1 Helen Koning – Land Referral – Michael Racz/Shelley Sansome
- 11.1 Determining site for Teleconference Meetings
- 11.2 BC Ferry fares – Director Putterill
- 13 ADD ‘An In-Camera meeting will follow under *Section 90.1(a)* of the Community Charter’ (Personal information...position appointment by the municipality)

**028-2011**

**CARRIED**

### **3. MINUTES & BUSINESS ARISING**

- 3.1 SQCRD Regular Meeting — January 21, 2011

MOVED by Director Delves, SECONDED by Director Nobels, that the minutes of the SQCRD Regular Meeting held January 21, 2011 be adopted.

**029-2011**

**CARRIED**

- 3.2 RISE AND REPORT

MOVED by Director Nobels, SECONDED by Director Delves, that the staff be requested to draft a policy to ensure that the Regional District does not compete with private business.

**030-2011**

**CARRIED**

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

- 4.1(a) Minutes of the Moresby Island Management Committee (MIMC) meeting – December 8, 2010

MOVED by Director Putterill, SECONDED by Director Kulesha, that the minutes of the Moresby Island Management Committee meeting on December 8, 2010 be received as presented.

**031-2011**

**CARRIED**



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### 4.2 Minutes of the Electoral Area Advisory Committee meeting – December 9, 2010

MOVED by Director Putterill, SECONDED by Director Nobels, that the minutes of the Electoral Area Advisory Committee meeting held on December 9, 2010 be received as presented.

**032-2011**

**CARRIED**

## 5. DELEGATIONS

No Delegations.

## 6. FINANCE

### 6.1 Cheques Payable over \$5,000 — January, 2011

MOVED by Director Kinney, SECONDED by Director Putterill, that the report of cheques payable over \$5,000 for the month of January, 2011 be received as presented.

**033-2011**

**CARRIED**

## 7. CORRESPONDENCE

7.1 MOVED by Director Nobels, SECONDED by Director Delves to receive and file correspondence items 7.1 – 7.16 as follows:

- 7.1 Prince Rupert Youth Soccer Association – Request for Sponsorship
- 7.2 CUPE BC – Comprehensive Economic and Trade Agreement (CETA)  
*(the backup can be found in Director's reading file)*
- 7.3 Fraser Basin Council – Remote Community Implementation (RCI) Program
- 7.4 North Central Local Government Association (NCLGA) – Resolution Submission Deadline: March 11, 2011
- 7.5 Union of BC Municipalities (UBCM) – UBCM Membership
- 7.6 UBCM – Diking Authorities for New Dikes
- 7.7 UBCM – RCMP Contract Renewal – Update on Negotiations
- 7.8 North Central Local Government Association (NCLGA) – Silent Auction Request
- 7.9 NCLGA – Call for Nominations for 2011 – 2012 NCLGA Executive
- 7.10 Ministry of Tourism – Lighthouses at Hammer Rocks and Lucy Islands
- 7.11 QCI Recreation Commission – Islands recreation facilities
- 7.12 MIMC – Advocacy for ongoing unresolved issues
- 7.13 Lakelse Consulting Services – BC Hydro Fair Compensation
- 7.14 Regional District of Kitimat-Stikine – 2011 Workshop Topics Request
- 7.15 RCMP – Delegation Request
- 7.16 Roundtable on Transportation – Director Delves

**034-2011**

**CARRIED**



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### 7.2 MIMC – Advocacy for ongoing unresolved issues

MOVED by Director Putterill, SECONDED by Director Setso that the Board sends letters to the Ministers responsible for:

- Preventative Road Maintenance of Beach/Alliford Bay Road on Moresby Island, regarding erosion issues along the Shingle Bay shoreline and Aliford Bay Road.
- Recreation Infrastructure maintenance of Grey Bay and Sheldon's Bay recreation sites on Moresby Island regarding the upkeep of campsites.

**035-2011**

**CARRIED**

### 7.3 North Central Local Government Association (NCLGA) – Silent Auction Request

MOVED by Director Delves, SECONDED by Director Kulesha that staff purchase cans of salmon as the SQCRD contribution to the North Central Local Government Association – Silent Auction at the upcoming AGM & Conference May 11-13, 2011.

**036-2011**

**CARRIED**

### 7.4 NCLGA – Call for Nominations for 2011-2012 NCLGA Executive

MOVED by Director Delves, SECONDED by Alternate Director Bjorndal to nominate Mayor Dave MacDonald as the Regional Representative for SQCRD to the North Central Local Government Association Executive.

**037-2011**

**CARRIED**

### 7.5 2011 Northern Mayor's and Regional District Chairs Roundtable on Transportation

Staff advised that Mayor Mussallem of the City of Prince Rupert is scheduled to attend.

**038-2011**

**CARRIED**

### 7.6 Regional District of Kitimat-Stikine – 2011 Workshop Topics Request

MOVED by Director Kulesha, SECONDED by Director Putterill that a letter be sent to the NCLGA and UBCM to support the topics identified by the Regional District of Kitimat-Stikine and further request that they be included in the NCLGA & UBCM 2011 conferences.

**039-2011**

**CARRIED**



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### 8. REPORTS - RESOLUTIONS

- 8.1 Helen Koning – NDIIT Funds – Old Massett Village Council – Eco lodging Hiellen Reserve

MOVED by Director Delves, SECONDED by Alternate Director Bjorndal that the SQCRD Board decline the grant request of Old Massett Village Council for the Hiellen Loghouse Village Tourism Infrastructure on the basis it is a for-profit project, however the Board could support a loan application.

**040-2011**

**CARRIED**

MOVED by Director Kulesha, SECONDED by Director Putterill that the motion be amended to include a loan application of \$50,000 with a five year repayment schedule with no interest, subject to confirmation of other funding, and a complete and comprehensive business plan.

**041-2011**

**CARRIED**

**Director Delves - OPPOSED**

- 8.2 Helen Koning – Pacific North Coast Integrated Management Area – Integrated Oceans Advisory Committee – Capacity funding application

MOVED by Director Kulesha, SECONDED by Alternate Director Bjorndal, the Board approves the application prepared by Mr. Patrick Marshall for the Capacity funding of \$15,000 for purposes of community engagement during the PNCIMA process.

**042-2011**

**CARRIED**

*Director Mussallem arrived at 8:02pm*

- 8.3 Helen Koning – Coastal Community Network Membership

MOVED by Director Putterill, SECONDED by Director Nobels, that the Board approve an associate membership fee of \$250 to the Coastal Community Network for 2011.

**043-2011**

**CARRIED**

- 8.4 Justina Musgrave – ShakeOut BC Drill Results

MOVED by Director Delves, SECONDED by Director Nobels, that the ShakeOut BC Drill Results report be received and filed.

**044-2011**

**CARRIED**



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- 8.5 Joan Merrick, CAO – Approval of CAO Leave, Training, Travel and Expenses

MOVED by Director Kulesha, SECONDED by Director Kinney that the Board supports a policy for the approval of CAO Leave, Training, Travel and Expenses as outlined in this report.

**045-2011**

**CARRIED**

- 8.6 Joan Merrick, CAO – Board Policy on Equipment Rentals

MOVED by Director Putterill, SECONDED by Alternate Director Bjorndal, that the Board adopts a policy on Equipment Rentals as presented.

**046-2011**

**CARRIED**

- 8.7 Helen Koning – Recycling Facility at the Village of Queen Charlotte

MOVED by Director Nobels, SECONDED by Director Putterill, that the Board receive and file the report.

**047-2011**

**CARRIED**

- 8.8 Helen Koning – Resolution for NCLGA AGM – Local Government Right to be consulted.

MOVED by Director Nobels, SECONDED by Director Mussallem, that the Board table the Resolution for NCLGA – AGM regarding Local Government Right to be consulted.

**048-2011**

**CARRIED**

- 8.9 Joan Merrick, CAO – Parcel Tax Roll Review Panel

MOVED by Director Mussallem, SECONDED by Director Putterill that the Parcel Tax Roll Review Panel report be received and filed;

AND THAT the Board establish March 25, 2011 at 6:30 as the sitting of the review panel;

AND FURTHER THAT the Chief Administrative Officer be designated as the “Collector” for the parcel tax roll.

**049-2011**

**CARRIED**



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MOVED by Director Kinney, SECONDED by Director Kulesha that the Board appoints Directors Putterill, Nobels and Mussallem as members of the Parcel Tax Roll Review Panel to meet and review the Sandspit Water Parcel Tax Roll.

MOVED by Director Mussallem, SECONDED by Director Delves that Director Nobels be appointed Chair of the Parcel Tax Roll Review Panel.

**050-2011**

**CARRIED**

### 9. BYLAWS

- 9.1 Bylaw 473.1 – 2011 A bylaw to amend Sandspit Fire Protection Grant-in-Aid Local Service Area

MOVED by Director Kulesha, SECONDED by Director Delves that the Board give First, Second, and Third readings to Bylaw 473.1 – 2011.

**051-2011**

**CARRIED**

- 9.2 Bylaw 529 – 2011 A bylaw to provide for the borrowing of money during fiscal year 2011 in anticipation of revenue.

MOVED by Director Delves, SECONDED by Director Nobels that the Board give First, Second, and Third readings to Bylaw 529 – 2011.

**052-2011**

**CARRIED**

### 10. LAND REFERRALS

- 10.1 Michael Racz/Shelley Sansome

MOVED by Director Setso, SECONDED by Alternate Director Bjorndal that the Board concurs with Graham Island Advisory Planning Committee to approve the application from Michael Racz and Shelley Sansome for subdivision of land (title number) BW422846 in the Agricultural Land Reserve subject to:

The applicant altering the shape or boundaries of the 6Ha. (16 acre) parcel to comply with Section 6.08 of the Local Services Act – Subdivision Regulations.

#### **Minimum frontage**

- 6.08** (1) The minimum frontage of a parcel shall be 10% of the perimeter of that parcel, except where the minister, upon application by the owner, exempts him from this requirement.
- (2) Application by an owner for exemption shall be in writing and shall state the ground on which the exemption is sought and shall be accompanied by 2 copies of a plan showing the proposed subdivision.

[am. B.C. Reg. 4/2010, s. 2.]

Assuming the parcel is 90m – 100 m by 800 m (Applicants description. This is



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closer to an 8Ha parcel that the desired 6Ha.), the current frontage is 5% - 5.5%.

A 6 Ha. Parcel would be 75 m X 800 m yielding a frontage of 4.3%.

Suggestions to increase frontage are widening the front while reducing the back (pie shaped) or reducing the depth of the lot, creating a wider rectangle.

A concern noted was there might be conditions on the sale or subdivision of this property as it was an agricultural lease at one time.

**053-2011**

**CARRIED**

### 11. NEW/OLD BUSINESS

#### 11.1 Determining site for Teleconference Meetings

MOVED by Director Mussallem, SECONDED by Alternate Director Bjorndal, that this be referred to staff to report on options, for teleconference sites.

**054-2011**

**CARRIED**

#### 11.2 BC Ferry fare increases

MOVED by Director Mussallem, SECONDED by Director Setso, that staff contact and invite the MLA Gary Coons to attend the next meeting of the Board to discuss strategies and process to approach the provincial government to oppose the ferry fare increases proposed.

**055-2011**

**CARRIED**

### 12. PUBLIC QUESTION PERIOD

There were five comments/questions from the public.

### 13. ADJOURNMENT

MOVED by Alternate Director Bjorndal, SECONDED by Director Nobels, that the regular meeting be ADJOURNED at 9 pm.

**056-2011**

**CARRIED**

Certified correct:

Approved & adopted:

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J. Merrick, Secretary

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B. Pages, Chair