



## 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, BC on **Friday, October 21, 2011.**

### **PRESENT**

Chair B. Pages, Village of Masset  
Vice-Chair J. Mussallem, City of Prince Rupert  
Directors N. Kinney, City of Prince Rupert  
I. Gould, Village of Port Clements  
C. Kulesha, Village of Queen Charlotte (*via telephone*)  
M. Kristoff, District of Port Edward  
D. Nobels, Dodge Cove (Electoral Area "A")  
B. Setso, Graham Island (Electoral Area "D") (*via telephone*)  
E. Putterill, Moresby Island (Electoral Area "E")

Absent: K. Bergman, Oona River (Electoral Area "C")

Staff J. Merrick, CAO  
J. Robb, Treasurer  
T. DesChamp, Superintendent of Waste Management

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

### **2. AGENDA**

2.1 **MOVED** by Director Mussallem, **SECONDED** by Director Putterill, that the agenda be adopted with the following amendments:

- 4.4 Moresby Island Management Committee – September 8, 2011 Minutes
- 7.9 Fisheries & Oceans Canada - PNCIMA
- 8.4 Joan Merrick, CAO & Tim DesChamp, Superintendent of Waste Management – Replacement of Forklift
- 8.5 Joan Merrick, CAO – Recommendations from the October 13, 2011 MIMC Meeting
- 8.6 Jennifer Robb, Treasurer – Financial Accounting System
- 8.7 Justina Musgrave, Administrative Assistant – Earthquake Drill Results
- 8.8 Director Putterill – BC Ferry Advisory Committee Update
- 10.1 Joan Merrick, CAO – Planning Recommendations from the October 13, 2011 MIMC Meeting

**290-2011**

**CARRIED**

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

3.1 SQCRD Regular Meeting — August 19, 2011

MOVED by Director Mussallem, SECONDED by Director Kinney that the August 19, 2011 Minutes be adopted as presented.

**291-2011**

**CARRIED**

3.2 RISE & REPORT – None.

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

4.1 Moresby Island Management Committee – August 11, 2011 Minutes

MOVED by Director Putterill, SECONDED by Director Mussallem, that the Minutes of the Moresby Island Management Committee meeting held August 11, 2011 be received as presented.

**292-2011**

**CARRIED**

4.2 Haida Gwaii Regional Recreation Commission – August 15, 2011

MOVED by Director Kinney, SECONDED by Director Setso, that the Minutes of the Haida Gwaii Regional Recreation Commission meeting held August 15, 2011 be received as presented.

**293-2011**

**CARRIED**

4.3 Islands Area Advisory Committee – June 16, 2011

MOVED by Director Mussallem, SECONDED by Director Gould, that the Minutes of the Islands Area Advisory Committee meeting held June 16, 2011 be received as presented.

**294-2011**

**CARRIED**

4.4 Moresby Island Management Committee – September 8, 2011 Minutes

MOVED by Director Putterill, SECONDED by Director Kinney, that the Minutes of the Moresby Island Management Committee meeting held September 8, 2011 be received as presented.

**295-2011**

**CARRIED**

#### **5. DELEGATIONS**

5.1 Maurie Hurst – Provincial Emergency Preparedness Program (PEPP)

Ms. Hurst gave an overview of the Provincial Emergency Preparedness Program and talked about new community specific training opportunities that she will be

providing. There will be three training sessions scheduled in January to March of 2012 in the Masset area.

The Board thanked Ms. Hurst for her presentation.

## 6. FINANCE

### 6.1 Cheques Payable over \$5,000 — August & September, 2011

MOVED by Director Kinney, SECONDED by Director Nobels that the report of cheques payable for over \$5,000 for the months of August & September, 2011 be received as presented.

**296-2011**

**CARRIED**

## 7. CORRESPONDENCE

### 7.1 Town of Golden – Municipal Auditor General Survey

MOVED by Director Mussallem, SECONDED by Director Putterill, that correspondence from the Town of Golden regarding the Municipal Auditor General Survey be received and filed.

**297-2011**

**CARRIED**

### 7.2 Fisheries and Oceans Canada – BC Aquaculture Regulatory Program Update

MOVED by Director Mussallem, SECONDED by Director Nobels, that correspondence from Fisheries and Oceans Canada regarding BC Aquaculture Regulatory Program Update be received and filed.

**298-2011**

**CARRIED**

### 7.3 Canadian Office and Professional Employees Union Local 378 – Smart Reader Initiative

MOVED by Director Mussallem, SECONDED by Director Putterill, that correspondence from the Canadian Office and Professional Employees Union Local 378 regarding the Smart Reader Initiative be received and filed.

**299-2011**

**CARRIED**

### 7.4 British Columbia Achievement Foundation – BC Community Achievement Awards

MOVED by Director Mussallem, SECONDED by Director Nobels that the correspondence be moved to the in-camera meeting for discussion under section 90.(1)(a) of the Community Charter.

**300-2011**

**CARRIED**

### 7.5 Vancouver Island Regional Library – VIRL's 75<sup>th</sup> Anniversary & Update on the Library

MOVED by Director Mussallem, SECONDED by Director Nobels, that correspondence from the Vancouver Island Regional Library regarding their 75<sup>th</sup> Anniversary & Update be received and filed.

**301-2011**

**CARRIED**

- 7.6 Youth Parliament of British Columbia – BC Youth Parliament, 83<sup>rd</sup> Parliament

No motion.

- 7.7 Northern Development Initiative Trust – Dodge Cove Community Building Renovation

MOVED by Director Nobels, SECONDED by Director Putterill, that correspondence from the Northern Development Initiative Trust regarding the Dodge Cove Community Building Renovation be received and filed.

**302-2011**

**CARRIED**

- 7.8 Industry Canada – Cell Phone Coverage Service in the Village of Port Clements & Haida Gwaii

MOVED by Director Gould, SECONDED by Director Kinney, that correspondence from Industry Canada regarding Cell Phone Coverage Service in the Village of Port Clements & Haida Gwaii be received and filed.

**303-2011**

**CARRIED**

- 7.9 Fisheries & Oceans Canada - PNCIMA

MOVED by Director Nobels, SECONDED by Director Mussallem, that correspondence from Fisheries & Oceans Canada regarding PNCIMA be received and filed.

**304-2011**

**CARRIED**

## **8. REPORTS – RESOLUTIONS**

- 8.1 Haida Gwaii Regional Recreation Coordinator – August, 2011 Report

MOVED by Director Mussallem, SECONDED by Director Putterill, that the Haida Gwaii Regional Recreation Coordinator's August, 2011 report be received and filed.

**305-2011**

**CARRIED**

- 8.2 Haida Gwaii Regional Recreation Coordinator – September, 2011 Report

MOVED by Director Putterill, SECONDED by Director Nobels, that the Haida Gwaii Regional Recreation Coordinator's September, 2011 report be received and filed.

**306-2011**

**CARRIED**

- 8.3 Jennifer Robb, Treasurer – Appoint Auditors to the Skeena-Queen Charlotte Regional District

MOVED by Director Nobels, SECONDED by Director Mussallem, that the Board appoints Carlyle Shepherd and Company as the Skeena-Queen Charlotte Regional District auditors for the fiscal periods 2011 – 2014.

**307-2011**

**CARRIED**

- 8.4 Joan Merrick, CAO & Tim DesChamp, Superintendent of Waste Management – Replacement of Forklift

MOVED by Director Mussallem, SECONDED by Director Putterill, that Board approves the purchase of a new forklift at a cost of \$31,000 plus taxes for the recycling depot to be funded from 2011 excess revenues.

**308-2011**

**CARRIED**

- 8.5 Joan Merrick, CAO – Recommendations from the October 13, 2011 MIMC Meeting

**Grey Bay Project**

MOVED by Director Putterill, SECONDED by Director Nobels, that the Board approve the submission of a grant application to the new Provincial Recreation Program for the matching funds required for the Grey Bay Project, on behalf of MIMC.

AND THAT staff review whether the Regional District has the authority to “operate” or fund this type of service, through either the letters patent or an establishing bylaw, and report back to the board prior to any funding being accepted.

**309-2011**

**CARRIED**

**Sandspit Streetlights**

MOVED by Director Mussallem, SECONDED by Director Nobels, that staff draft the required bylaw and initiate the process to move forward with an alternative approval process for a street lighting service for the community of Sandspit.

AND THAT staff consult with BC Hydro regarding keeping the lights on during the approval process and options on how the cost for the street lighting prior to the establishment a service would be covered.

**310-2011**

**CARRIED**

**Sandspit Community Hall**

MOVED by Director Putterill, SECONDED by Director Nobels, that staff draft the required bylaw and initiate the process to move forward with an alternative approval process for a service to provide ongoing funding for the Sandspit Community Hall.

**311-2011**

**CARRIED**

8.6 Jennifer Robb, Treasurer – Financial Accounting System

MOVED by Director Nobels, SECONDED by Director Putterill, that the Board approves the purchase of Vadim Financial Accounting Software at a cost of \$18,000 plus installation and training costs of approximately \$30,000 to be funded from 2011 surplus.

**312-2011**

**CARRIED**

8.7 Justina Musgrave, Administrative Assistant – Earthquake Drill Results

MOVED by Director Nobels, SECONDED by Director Kinney, that the Earthquake Drill results be received as presented.

**313-2011**

**CARRIED**

8.8 Director Putterill – BC Ferry Advisory Committee Update

MOVED by Director Mussallem, SECONDED by Director Nobels, that Director Putterill’s verbal report on the BC Ferry Committee be received.

**314-2011**

**CARRIED**

**9. BYLAWS**

9.1 Bylaw No. 532-2011 Being a Bylaw to adopt an Official Community Plan for Rural Graham Island (Electoral Area “D”)

MOVED by Director Mussallem, SECONDED by Director Setso, that the Board reconsider and adopt the Rural Graham Island Official Community Plan Bylaw No. 532-2011.

**315-2011**

**CARRIED**

**10. LAND REFERRALS**

10.1 Joan Merrick, CAO – Planning Recommendations from the October 13, 2011 MIMC Meeting

**Sandspit Golf Course - Rezoning**

MOVED by Director Mussallem, SECONDED by Director Kinney, that the Board receives the recommendation of Moresby Island Management Committee in support of amending the Moresby Island Official Community Plan and Interim Zoning Bylaw in order to facilitate the re-zoning of the property as per the application submitted by Brian and Margaret Charman in July of 2011.

AND THAT staff be directed to prepare the OCP and Zoning Bylaw amendments accordingly.

**316-2011**

**CARRIED**

**Application for Crown Land Tenure - Eclipsol Energy Inc.**

MOVED by Director Putterill, SECONDED by Director Nobels, that this land referral be tabled to the next meeting.

**317-2011**

**CARRIED**

**11. NEW/OLD BUSINESS**

**12. PUBLIC QUESTION PERIOD**

There were 3 questions from the public.

**13. IN-CAMERA**

MOVED by Director Mussallem, SECONDED by Director Kinney that the Board move to the In-Camera meeting under sections 90.(1)(a) of the Community Charter following the regular meeting.

**318-2011**

**CARRIED**

**14. ADJOURNMENT**

MOVED by Director Mussallem, SECONDED by Director Nobels, that the regular SQCRD meeting be ADJOURNED at 8:34 pm.

**319-2011**

**CARRIED**

Certified correct:

Approved & adopted:

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J. Merrick, CAO

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B. Pages, Chair