



Regular Board Meeting Agenda

Date: Monday, August 8, 2022, 10:00 am

Member present Daniel Bertrand
Travis Hall
Jayme Kennedy
Lawrence Northeast
Samuel Schooner

Pages

A. Call to Order

Recommended Statements:

1. Acknowledgements of First Nations' Territories
2. The meeting is being recorded and the recording will be made publicly available on our website
3. The meeting is called to order at _____ a.m. on _____
4. Roll call of attending directors

B. Adoption of Agenda

B.1. Introduction of Late Items

Recommended Motion

That the Agenda be adopted as read / or amended by adding...

C. Adoption of Minutes

C.1. June 9th Board Meeting Minutes

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Recommended Motion

THAT the Board of Directors of the Central Coast Regional District approve the minutes of the June 9, 2022 Regular Board Meeting as presented.

D. Delegation

D.1. Presentation by David Schadt of Emergency Management BC regarding dike works.

THAT the Board of Directors of the Central Coast Regional District support the request from EMBC and the Inspector of Dikes to assist them in undertaking repairs to the orphan dike located in Hagensborg.

or

THAT the Board of Directors of the Central Coast Regional District direct administration to send a letter to EMBC and the Inspector of Dikes to inform them that the CCRD will not be able to meet their request and assist them in repairing the orphan dike.

E. Bylaws and Policies

F. Operations Updates and Policy Matters Arising

F.1. Administrative Services

F.1.1. Deputy Elections Officer Appointment

THAT the Board of Directors of the Central Coast Regional District appoint Louise Hopkins as a Deputy Elections Officer to assist in administering the 2022 local government and school district elections.

F.2. Operations and Public Works Services

F.3. Leisure Services

F.4. Transportation Services

F.5. Land Use and Planning Services

F.6. Governance

G. Executive Reports

H. In Camera Matters

Recommended Motion

THAT the Board of Directors of the Central Coast Regional District close the meeting to the public for the purpose of consideration of items that fall under the following sections of the Community Charter:

H.1. Community Charter 90 1. (a)

I. General Correspondence

J. Adjournment

Recommended Motion

THAT the meeting be adjourned.



Central Coast

REGIONAL DISTRICT

That we may be good people together

DRAFT REGULAR BOARD MEETING MINUTES

DATE: June 9, 2022

ATTENTION

These minutes are draft and subject to amendment. Final Approval and adoption is by resolution at the next scheduled meeting.

The Mission of the Central Coast Regional District is to foster the sustainable socioeconomic and environmental well-being of the Central Coast through the professional and efficient delivery of mandated regional and community services.

REGULAR BOARD MEETING MINUTES – June 9, 2022

In Attendance:	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E	Director Daniel Bertrand Director Travis Hall Chair Jayme Kennedy Director Lawrence Northeast Alternate Director Richard Hall
Staff:	Chief Administrative Officer Recording Secretary Contractor Operations Manager Chief Financial Officer	Curtis Slingerland Evangeline Hanuse Donna Mikkelson Ken McIlwain Ye-Ne Byun

A. Call to Order

A quorum was declared, and Chair Kennedy called the meeting to order at 9:49 a.m. and acknowledged the territories of the Nuxalk Nation, Heiltsuk Nation, and Wuikinuxv Nation, and respective First Nations territories on which CCRD provides services. She advised that the meeting was being recorded and would be made available to the public on the regional district website (ccrd.ca).

B. Adoption of Agenda

22-06-01 M/S Directors Bertrand/Northeast THAT the Agenda be updated to move the delegation before the minutes and adopted. **UNANIMOUSLY CARRIED**

C. Delegation

End of the Road Coffee Shop

Mr. Gray is interested in purchasing the old Bay Motor Hotel site and is requesting the support of the CCRD Board in this endeavour. Mr. Gray is currently the proprietor of the End of the Road Coffee shop. This operation started as a coffee roasting company in 2014 and in 2021 a café was opened. The current space being utilized is only a rental location and Mr. Gray would like to expand operations into a year-round opportunity with other various activities such as a bike co-op, local artisan sales, and music and community events.

Mr. Gray approached the province about purchasing the Bay Motor Hotel site and the response was that in the past the CCRD had asked that there be a hold on this location for accommodations; therefore, the Province will not accept any offers to purchase without a letter of support from the CCRD.

Alternate Director R. Hall joined the meeting at 9:56 am.

22-06-02 M/S Northeast/Bertrand THAT the Board of Directors of the Central Coast Regional District direct Administration to send a letter of support for the lease and development of a coffee shop. **UNANIMOUSLY CARRIED**

The Board recessed at 10:03 am.

The Board reconvened at 10:19 am.

D. Adoption of Minutes

- 22-06-03** **M/S Directors Bertrand/Northeast** THAT the minutes from the May 12, 2022 Board Meeting be adopted as presented. **UNANIMOUSLY CARRIED**

E. Delegation

Hagensborg Governance Study: Econics

Econics was founded in 2009 and works with local governments, provincial governments and water systems all over Canada. Kirk Stinchcombe presented that they are working with Metroline, a market research company, to fulfill the CCRD's Request for Proposals regarding the Hagensborg Governance Study: Options for the Converted Services. Metroline will specifically be dealing with the survey to Hagensborg Water Works rate payers.

In terms of governance options for the Hagensborg Water Works service, there are 6 different options. These include development of a local community commission, service commission, standing committee, temporary select committee, advisory committee and a communication and engagement program. The Hagensborg Governance Study will look into the options and note how easy or difficult they are, costs, transparency and how likely the option will last.

Mr. Stinchcombe noted that going forward there will be a survey on the water system that will be sent out in various ways to those part of the service, there will be roundtable meetings, as well as an open house. Results of these will be communicated through the CCRD website. There will be a \$50 Visa gift card as incentive for completing the survey. The Board suggested that the gift card be set at \$100.

There will be a background document on the CCRD website detailing the options for community involvement in Hagensborg Water Works and the entirety of the Hagensborg Governance Study should be finalized in August.

F. Bylaws and Policies

1) Public Hearing: Verbal Report

Director Northeast chaired the Firvale Wilderness Public Hearing and reported that this was the second Public Hearing on the issue due to the further information from the province that was presented on Ratcliff Creek remediation. There was one member in the gallery and Bobby Sherlock also attended to answer questions. There were no presentations from the public and the meeting was adjourned shortly after.

2) Firvale Wilderness Camp Rezoning

- 22-06-04** **M/S Directors Northeast/T. Hall** THAT Bylaw #504, cited as the "Bella Coola Valley Zoning Amendment Bylaw No. 504, 2021", having been given due and detailed consideration by the Board be now read a third time. **UNANIMOUSLY CARRIED**

- 22-06-05** **M/S Directors Northeast/T. Hall** THAT Bylaw #504, cited as the "Bella Coola Valley Zoning Amendment Bylaw No. 504, 2021", having been reconsidered and having met all prerequisites for final adoption be now finally adopted, sealed and signed by the Chair and the Person responsible for corporate administration. **UNANIMOUSLY CARRIED**

3) A-29 Personnel Policy

- 22-06-06** **M/S Directors T. Hall/Bertrand** THAT the Board of Directors of the Central Coast Regional District approves revised Personnel Policy A-29 as presented. **UNANIMOUSLY CARRIED**

4) Bylaw #515 Election and Assent Voting Bylaw

- 22-06-07** **M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District send Bylaw #515 back to Administration to make changes regarding the tie to incorporate a run off election. **CARRIED**

- 22-06-08** **M/S Directors T. Hall/Bertrand** THAT the Board of Directors of the Central Coast Regional District directs Administration to explore the option of electronic voting. **UNANIMOUSLY CARRIED**

5) Bylaw #516 Mail Ballot Authorization and Procedure Bylaw

- 22-06-09** **M/S Directors T. Hall/Northeast** THAT Bylaw #516, cited as the “Mail Ballot Authorization and Procedure Bylaw No. 516, 2022” be now introduced and read a first time. **UNANIMOUSLY CARRIED**

- 22-06-10** **M/S Directors T. Hall/Northeast** THAT Bylaw #516, cited as the “Mail Ballot Authorization and Procedure Bylaw No. 516, 2022” having been given due and detailed consideration by the Board, be now read a second time. **UNANIMOUSLY CARRIED**

- 22-06-11** **M/S Directors T. Hall/Northeast** THAT Bylaw #516, cited as the “Mail Ballot Authorization and Procedure Bylaw No. 516, 2022” having been given due and detailed consideration by the Board, be now read a third time. **UNANIMOUSLY CARRIED**

- 22-06-12** **M/S Directors T. Hall/Northeast** THAT Bylaw #516, cited as the “Mail Ballot Authorization and Procedure Bylaw No. 516, 2022” having been reconsidered and having met all prerequisites for final adoption be now finally adopted, sealed and signed by the Chair and the Person responsible for corporate administration. **UNANIMOUSLY CARRIED**

G. Operations Updates and Policy Matters Arising

1) Administrative Services

(a) 2021 Statement of Financial Information

- 22-06-13** **M/S Directors Bertrand/Northeast** THAT the Statement of Financial Information (SOFI) pursuant to the *Financial Information Act* for the year ended December 31, 2021 be approved and submitted to the Ministry of Municipal Affairs and Housing. **UNANIMOUSLY CARRIED**

(b) RFD: Use of the Airport Hangar Suite

22-06-14 M/S Directors Bertrand/T. Hall THAT the Board of Directors of the Central Coast Regional District authorize Administration to utilize the suite at the airport hangar for new hires transitioning to the area;

AND THAT Administration is authorized to negotiate the rental rate for the suite from \$0 to market rate per month for a term that does not exceed 6 months. **UNANIMOUSLY CARRIED**

2) Operations & Public Works Services

(a) CCRD Communicable Disease Plan

22-06-15 M/S Directors T. Hall/Northeast THAT the Board of Directors of the Central Coast Regional District approve the replacement of the CCRD COVID-19 Safety Plan with the Central Coast Regional District Communicable Disease Plan. **UNANIMOUSLY CARRIED**

(b) Hagensborg Water System Update

(c) Denny Island Water System Update

(d) Bella Coola Valley Flood Risk Assessment and Modeling Update

(e) 2022 Centennial Pool Operations Update

Sara Burgess reported that the upcoming 2022 pool season was being prepared for and the bulk of the employee roster is returning from last year. The pool itself has been drained, cleaned, and sanding and repainting has taken place. Supplies have been ordered including a cash register and POS system. Additional training has begun. Due to technical difficulties the report was cut short.

The Board recessed at 12:14 pm

The Board reconvened at 1:08 pm

(f) Heat Mapping Grant Application

22-06-16 M/S Directors R. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District approves Administration to apply for the UBCM Community Emergency Preparedness Fund – Extreme Heat Risk Mapping, Assessment, and Planning by June 24, 2022. **UNANIMOUSLY CARRIED**

3) Leisure Services

(a) Support Letter for the Cariboo Chilcotin Coast Tourism Marketing Association

Director Kennedy declared a conflict of interest.

22-06-17 M/S Directors T. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District request a delegation from the Cariboo Chilcotin Coast Tourism Marketing Association. **UNANIMOUSLY CARRIED**

4) Land Use Planning Services

(a) Referral – Request on a Residential Use Application

22-06-18 **M/S Directors R. Hall/T. Hall** THAT the Board of Directors of the Central Coast Regional District reviews the referral regarding Province of BC Referral Request on a Residential Use Application and direct Administration to submit the following comments: it is important to have approval from local First Nations and in the era of reconciliation, CCRD support is contingent on First Nations support.

(b) Outer Coast OCP Report

22-06-19 **M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District integrates the Outer Coast Official Community Plan with strategic planning with the next Board.

UNANIMOUSLY CARRIED

5) Governance

(a) Denny Island Recreation Commission Minutes

(b) Ocean Falls Community Revitalization Committee Minutes

(c) UBCM Discussion

22-06-20 **M/S Directors Bertrand/Northeast** THAT the following meeting requests be submitted to UBCM: Regional Transportation Needs, Financing Reconciliation, and Crown Tenure Application Delays.

UNANIMOUSLY CARRIED

The Board recessed at 2:23 pm

The Board reconvened at 2:41 pm

(d) Request for Direction: Board Remuneration

The Board discussed remuneration, including options for childcare. CAO Slingerland will bring back two different drafts regarding the Board Remuneration Bylaw.

(e) Service Area Taxation Discussion

22-06-21 **M/S Directors Bertrand/T. Hall** THAT the Board of Directors of the Central Coast Regional District directs Administration to report on the effects of apportioned administration policy on the tax paid by the electoral areas.

UNANIMOUSLY CARRIED

H. Executive Reports

(a) Electoral Area C: Chair Kennedy

Chair Kennedy reported that she has been largely outside of the region but has attended meetings virtually and engaged with constituents online and over the phone. Spring has been cold and wet and spring freshet is later than usual. The positive side to this is that wildfire season is off to a slow start. Chair Kennedy hoped that this would be a year of recovery for the province in terms of the economy, tourism, wildfires and the pandemic. It is also anticipated that there will continue to be responsible tourism growth in the region and events that were previously cancelled are going ahead this summer including the rodeo and music fest.

Chair Kennedy attended a regional wildfire update with provincial ministers and a retooling of the communication strategy is taking place and how mitigation is prioritized before events happen. Many of the mayors and chairs in attendance stressed the importance of communication with local governments and local areas during emergency events. EMBC is expanding their alert system throughout the province.

Chair Kennedy also attended a Human Bear Safety Conflict meeting which is an interagency meeting in the Bella Coola Valley to coordinate responsible wildlife conflict management. It has been a quiet year so far in terms of wildlife encounters. It was requested from this meeting that the CCRD raise awareness about animal carcass disposal at the landfill.

(b) Electoral Area A: Director Bertrand

Director Bertrand noted there was a Denny Island community clean up followed by a barbecue that was well attended, including community members, and those from the Department of Fisheries and Oceans and the Coast Guard. In terms of Denny Island fibre optic, it is hoped that an internet service provider will come forward to service the community.

Director Bertrand was pleased to hear the recent announcement regarding the collaboration between Kitasoo Xai'xais and Nuxalk First Nations with BC Parks called the Guardian Shared Compliance and Enforcement Pilot Project wherein the guardians will have the same legal authorities as BC Parks rangers.

Ocean Falls is a community of about 50 residents right now and the scale of Ocean Falls issues have been flushed out for consideration. There are a lot of great things happening in Area A. Recently CAO Slingerland and Director Bertrand had a meeting with BC Assessment and the Ministry of Environment. BC Assessment found that there were a number of properties being undertaxed because of docks being categorized as part of the home. They are remapping to clearly show dock structures. The Ministry of Environment noted that they are understaffed and that likely will not change.

(c) Electoral Area B: Director Hall

Director Hall noted that he missed the last Board meeting due to a last-minute medical trip and he is on the rebound. In Bella Bell the youth had a mini potlatch which was uplifting for the community. Director Hall is working at becoming the manager of the fish plant with the responsibility of managing licenses and the previous manager, Buddy Reid left big shoes to fill. Director Hall is also running for Heiltsuk Tribal Council and will be campaigning soon. July 12th is early voting day.

Director Hall's work with the Fishermen's Union has encompassed some great dialogue and the work will benefit the whole coast, including Nuxalk fishermen.

(d) Electoral Area D: Director Northeast

Director Northeast acknowledged the work of Garrett Newkirk with the Bella Coola Harbour Authority over the years and noted that Mr. Newkirk has resigned. Director Northeast also wanted to give credit to the employees and contractors at the Thorsen Creek Landfill that are efficient in helping guide where waste materials go and when items can be recycled or placed in the Share Shed.

There is a new undertaking with Vancouver Coastal Health, Nuxalk College and Thompson Rivers University to bring a Healthcare Attendant program to Bella Coola. There will be 3-5 individuals working and training as healthcare students. Director Northeast also recognized the work Econics is doing for Hagensborg Waterworks public engagement that will be taking place. In closing, Director Northeast also acknowledged the enthusiasm from Sara Burgess for a successful and fun pool season.

(e) Electoral Area E: Alternate Director Hall

Alternate Director Hall did not have an update to share on behalf of Director Schooner.

I. In Camera Matters

- 22-06-22** **M/S Directors Bertrand/T. Hall** THAT the Board of Directors of the Central Coast Regional District close the meeting to the public for the purpose of consideration of items that fall under the following sections of the *Community Charter*: 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. **UNANIMOUSLY CARRIED**

PART IV – GENERAL BUSINESS

J. General Correspondence

(a) AVICC Update

(b) Denny Island Radar Public Consultation

K. Adjournment

- 22-06-23** **M/S Directors Bertrand/Northeast** THAT the meeting be adjourned.

Chair

Corporate Officer



REQUEST FOR DECISION

To: Board of Directors, CCRD
From: Curtis Slingerland, Chief Administrative Officer
Meeting Date: August 4, 2022
Subject: Deputy Elections Officer Appointment

Recommendation:

THAT the Board of Directors of the Central Coast Regional District appoint Louise Hopkins as a Deputy Chief Elections Officer to assist in the administration of the local government and School District 49 elections.

Issue/Background Summary:

Current Deputy Chief Elections Officer Evangeline Hanuse has put in her notice and will be leaving the regional district on August 26, 2022. While Ms. Hanuse has agreed to continue to support the election, she will have other responsibilities at her new place of employment. To ensure the smooth operations of the upcoming local government and school district elections it is recommended that an additional deputy be appointed to assist the Chief Elections Officer in her duties.

Financial/Budgetary Implications:

Financial implications of the additional appointment are minimal as the additional deputy is already on payroll.

Respectfully Submitted by:



Curtis Slingerland, Chief Administrative Officer