



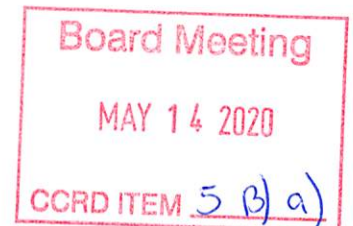
Central Coast

REGIONAL DISTRICT

That we may be good people together

REGULAR BOARD MEETING MINUTES

DATE: April 9, 2020



ATTENTION

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

REGULAR BOARD MEETING MINUTES – April 9, 2020

In Attendance:	Electoral Area A Electoral Area C Electoral Area D Electoral Area E	Director Daniel Bertrand ^{~videoconference} Director Jayme Kennedy ^{~videoconference} Director Lawrence Northeast ^{~videoconference} Chair Samuel Schooner ^{~videoconference}
Staff:	Chief Administrative Officer Recording Secretary, PC Operations Manager Administrative Assistant Contractor Finance Manager	Courtney Kirk ^{~videoconference} Evangeline Hanuse ^{~videoconference} Ken McIlwain (portion) ^{~videoconference} Cheryl Vaavaai (portion) ^{~videoconference} Donna Mikkelson (portion) ^{~videoconference} Ye Ne Byun (portion) ^{~videoconference}
Guest :	Senior Manager, KPMG	Micaela Rogue (portion) ^{~videoconference}
Absent:	Electoral Area B	Director Travis Hall

PART I – INTRODUCTION

1. Call to Order

Chair Schooner called the meeting to order at 9:53 a.m. and acknowledged the meeting was taking place in each of the respective First Nation territories in which each director resides with the chairing of the meeting taking place in Nuxalk Nation territories.

2. Adoption of Agenda

- 20-04-01 M/S Directors Kennedy/Northeast THAT the agenda be received. CARRIED**
- 20-04-02 M/S Directors Kennedy/Northeast THAT the agenda be adopted as amended by adding LATE ITEM to General Business regarding gas tax money to install runway lights in Bella Bella and Bella Coola airports, as well as adding LATE ITEM to Item M in Protective Services regarding COVID-19 Pandemic, and deleting the In Camera items section for this meeting. CARRIED**

3. Disclosures of Financial Interest

The Chair reminded Board Members of the requirements of Sections 100(2) (b) and 101(1) (2) and (3) of the *Community Charter* to disclose any financial interests during the meeting when the matter is discussed. The declaration under this section requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the subject matter which is being discussed.

No disclosures of financial interests were made.

4. Disclosures of Interests Affecting Impartiality.

The Chair reminded Board Members that in the interest of good governance where there is a perceived interest that may affect their impartiality in consideration of a matter a declaration should be made. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

No disclosures affecting impartiality were made.

(A) ADOPTION OF MINUTES**a) Regular Board Meeting – March 12, 2020**

20-04-03 M/S Directors Northeast/Kennedy THAT the minutes from the March 12, 2020 Board Meeting be received. **CARRIED**

20-04-04 M/S Directors Bertrand/Northeast THAT the March 12, 2020 minutes be adopted as presented. **CARRIED**

b) Special Board Meeting – March 30, 2020

20-04-05 M/S Directors Kennedy/Northeast THAT the minutes from the March 30, 2020 Board Meeting be received. **CARRIED**

20-04-06 M/S Directors Kennedy/Northeast THAT the March 30, 2020 minutes be adopted as presented. **CARRIED**

PART II – LOCAL GOVERNANCE**(A) BYLAWS AND POLICIES****a) Policies for Review, Revision, Rescind or Adoption****1) Policy F-14 – Payables Procedures**

20-04-07 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the Request for Decision. **CARRIED**

20-04-08 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District approve the amendments to Policy F-14 – Payables Procedures. **CARRIED**

2) Policy F-15 Receipts and Deposit Handling

20-04-09 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the Request for Decision. **CARRIED**

20-04-10 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District approve the amendments to Policy F-15 Receipts and Deposit Handling. **CARRIED**

3) Policy F-16 – Community Works Fund Allocations

20-03-11 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Request for Decision. **CARRIED**

20-03-12 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District tables the amendments to Policy F-16 Community Work Funds Allocation for the next regular board meeting. **CARRIED**

(B) OPERATIONS UPDATES & POLICY MATTERS ARISING

FINANCIAL SERVICES

(a) Audit Findings Report from KPMG

20-04-13 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the Audit Findings Report from KPMG. **CARRIED**

Director Northeast left the meeting at 12:05 p.m.
KPMG Senior Manager Micaela Rogue joined the meeting at 12:15 p.m.
Ms. Rogue left the meeting at 12:21 p.m.

Recess was called at 12:22 p.m.
The Board reconvened at 1:26 p.m.

(b) 2019 CCRD Consolidated Financial Statements

20-04-14 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receives the 2019 CCRD Consolidated Financial Statements as provided by KPMG. **CARRIED**

(c) CCRD Representation Letter

20-04-15 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receives the CCRD representation Letter. **CARRIED**

(d) Financial Service Report: Budget vs. Actual January-March 2020

20-04-16 M/S Directors Kennedy/Northeast for THAT the Board of Directors of the Central Coast Regional District receive the report. **CARRIED**

COMMUNITY AND DEVELOPMENT SERVICES**(e) Planning and Land Use: Housing Needs Assessment**

20-04-17 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Housing Needs Assessment Report. **CARRIED**

(f) Planning and Land Use: BC Assessment Service Update

20-04-18 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the BC Assessment Report. **CARRIED**

Director Bertrand declared a conflict of interest as follows:

I, Daniel Bertrand, disclose that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the *Community Charter*, I have a pecuniary interest that constitutes a conflict of interest in item (f) in that I would be remunerated for the special work assignment under consideration.

Director Bertrand left the meeting.

20-04-19 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District authorize Area A Director Daniel Bertrand to draft the letter to BC Assessment regarding foreshore leases that was resolved on by the Board in November 2019 at the hourly remuneration work assignment rate of \$36 with the estimate of 1 hour. **CARRIED**

Director Bertrand rejoined the meeting.

(g) NDIT Letter Re: Grant Writer Support

20-04-20 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the NDIT Letter: Re: Grant Writer Support. **CARRIED**

OPERATIONS**(h) Solid Waste Special Report**

20-04-21 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Solid Waste Special Report. **CARRIED**

(i) Bella Coola Fire Protection Service Report

20-04-22 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Fire Protection Service Report. **CARRIED**

(k) Bella Coola Recreation Service Update

- 20-04-23 **M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Recreation Service Update. **CARRIED**

TRANSPORTATION SERVICES

(k) Urban Systems Project Update, Denny Island Water System – April 2020

- 20-04-24 **M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Denny Island Community Water System Project Update – April 2020. **CARRIED**

(l) Denny Island Recreation Commission Minutes March 23, 2020

- 20-04-25 **M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District receives the Denny Island Recreation Commission Meeting Minutes dated March 23, 2020. **CARRIED**

PROTECTIVE SERVICES

(m) CCRD COVID-19 Response

- 20-03-26 **M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the CCRD COVID-19 Response package, including the CCRD Declaration of State of Local Emergency on March 22, the CCRD Regional Travel Restrictions Order from March 25, a cover letter to the Ministers, a second letter speaking to the regional travel restrictions, minutes of the Board's emergency meeting on March 22, and minutes of the Board's emergency meeting on March 25. **CARRIED**
- 20-03-27 **M/S Directors Bertrand/Kennedy** receive AVICC Fishermen's Association protocol and cover letters. **CARRIED**

(n) Correspondence for Information: Guidelines for Local Governments Operating Under the Emergency Program Act

- 20-03-28 **M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Correspondence for Information: Guideline for Local Governments Operating under the *Emergency Program Act*. **CARRIED**

GOVERNANCE

(o) Correspondence for Information: Hagensborg Treatment Necessity Letter

- 20-04-29 **M/S Directors Northeast/Bertrand** THAT the Correspondence for Information: Hagensborg Treatment Necessity Letter be received. **CARRIED**

(p) Correspondence for Information: Leilonny Weibe Letter Re: Hwy 20 Travel Restriction

20-04-30 M/S Directors Northeast/Kennedy THAT the Correspondence for Information: Leilonny Weibe Letter Re: Hwy 20 Travel Restrictions be received. **CARRIED**

(q) Correspondence for Information: Letter from Carol Winkler to Jennifer Rice

20-04-31 M/S Directors Kennedy/Northeast THAT the Correspondence for Information: Letter from Carol Winkler to Jenner Rice be received. **CARRIED**

(C) EXECUTIVE REPORTS**a. Electoral Area Reports****Area E and Chair Report: Chair Schooner**

Chair Schooner thanked the Board and presented his verbal report as follows.

Chair Schooner commends the staff on the work continuing despite everything happening. The example starts with leaders and Chair Schooner praises the Directors, Administration and organization as a whole. Chair Schooner emphasized that it is important to surround yourself with good people. Chair Schooner voiced the importance of the Board supporting its staff. Chair Schooner further emphasized that there is fear at a time like this and it's important to make sure all are ok and to protect all residents of the Central Coast. Chair Schooner states that he is appreciative of Director Bertrand in his leadership and efforts behind the scenes, as well as other fellow Board members.

Area A Report: Director Bertrand

Director Bertrand thanked Vice Chair Kennedy and presented his verbal report as follows.

Director Bertrand would like constituents know that the Board has been working diligently. The Board hears loud and clear the thoughts and concerns about travel restrictions. Director Bertrand conveys that efforts are being made to collaborate with the Province, the region and other communities whose concerns are alike. Documents that were completed for the Central Coast Regional District's Emergency Order were shared with other areas for reference and together a Joint Order was created.

Director Bertrand relays that he is inspired to see everyone coming together at this time and together the collective voice will be stronger, despite push back from the Province. Further, it is incredible to contemplate what work has been done and is continuing, despite the limitations put upon local governments. Director Bertrand firmly believes that our communities are becoming stronger and more unified through this emergency.

20-04-32 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District direct administration to work with Josh Carpenter, Airport

Manager and Transport Canada officials on the feasibility of securing runway lights for the Bella Bella and Bella Coola airports for the purposes of being able to advance medical evacuations when needed and look into Gas tax funds, First Nations funding and EMBC EAFs.

CARRIED

Area C Report: Director Kennedy

Director Kennedy thanked the Chair and presented her verbal report as follows.

Director Kennedy acknowledged that every individual has a different set of skills, which is something to note in terms of the Board members. Director Kennedy acknowledges those with the skills to write in the language needed to protect our communities and those that take action.

Director Kennedy shared her belief that those who live in communities that access amazing recreational paradises must also take care of the community members who are vulnerable. It is a clear and united message from the tourism industry not to come here at this time. Further, campgrounds are closed as well as the information centre.

Director Kennedy attended a Human Bear Conflict meeting. The CCRD composting project will help when there is a dedicated place for individuals to put bones and carcasses to make this area safer. There will be a WildSafe BC officer hired in our region and electric fences will be coming as well.

Director Kennedy will be attending a meeting about food security in the region. There will be opportunity to look to the Outer Coast and how we can help in becoming more food secure as a whole region.

The Vancouver Island Regional Library meeting in March was cancelled. There is an eLibrary open in which individuals can register for a library card and then access online materials such as eBooks, audiobooks, language software, music and more.

Area D Report: Director Northeast

Director Northeast thanked the Chair and presented his verbal report as follows.

Director Northeast expressed his thanks for the work being done. It is obviously uncomfortable enduring the pandemic; however, it is a privilege to go through this hardship with our particular community members. This is a time of being united in protecting vulnerable people from the virus. Although there are conflicting political ideas, we are coming together. It has been clear that we want travel restricted to and from the Bella Coola Valley. The Provincial government suspended all local government travel restrictions.

Director Northeast believes that we are making a difference. The intention is not to build a wall to keep everyone out, but to build a net to lessen the opportunity for viral transmission. Again, this is

a stressful time and we must acknowledge the entire community and those within leadership positions.

Director Northeast calls out to those in the Bella Coola Valley to keep communication open and let the Board know what is needed to feel safer in your home and in the Valley. If you are social distancing and staying home that is excellent. If you know someone that is not doing the same then give them a phone call to help them understand that we need to protect language speakers, the vulnerable and the elderly. Be kind, be calm, and be safe.

The Board turned their discussion to the matter of remuneration for directors in recognition of work undertaken as part of the pandemic response.

Director Bertrand made the following Declaration:

*I, Board Member Bertrand disclose that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter, I have a direct pecuniary interest that constitutes a conflict of interest in item ***(*).*

The reason for my declaration is: the item being discussed is a special work assignment remuneration related to the COVID-19 pandemic.

I will leave the room during the discussion of this item, in accordance with Section 101(1) and (2) of the Community Charter.

Director Bertrand left the meeting.

20-04-33 M/S Directors Schooner/Northeast THAT the Board of Directors of the Central Coast Regional District authorize administration to pay Director Bertrand remuneration for \$1,512 related to COVID-19 pandemic response correspondence and particulars of strategic consideration for the Board between March 20 and March 29. **CARRIED**

Director Bertrand returned to the meeting.

Director Kennedy made the following Declaration:

*I, Board Member Kennedy disclose that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter, I have a direct pecuniary interest that constitutes a conflict of interest in item ***(*).*

The reason for my declaration is: the item being discussed is a special work assignment remuneration related to the COVID-19 pandemic.

I will leave the room during the discussion of this item, in accordance with Section 101(1) and (2) of the Community Charter.

Director Kennedy left the meeting.

- 20-04-34 M/S Directors Northeast/Schooner** THAT the Board of Directors of the Central Coast Regional District authorize administration to pay Director Kennedy remuneration for \$108 related to the COVID-19 pandemic response VCH emergency meeting, which constitutes \$36 per hour for a total of 3 hours. **CARRIED**

Director Kennedy returned to the meeting.


- 20-04-35 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District direct administration to remunerate all directors except Director Bertrand for attending emergency policy meetings related to the COVID-19 pandemic response at \$441 per Director for 12.25 hours work. **CARRIED**

- 20-04-36 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District move forward with LiDAR acquisition given that there is 140% snowpack and a higher than usual potential for freshet flooding, keeping cognizant that LiDAR crew attending the Bella Coola Valley will be sequestered at the airport for a few nights and messaging prior to this event will be communicated to local residents. **CARRIED**

(E) ADJOURNMENT

- 20-04-37 M/S Director Northeast/Kennedy** THAT the meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned at 3:41 p.m.


Chair


Chief Administrative Officer