



CENTRAL COAST REGIONAL DISTRICT
DRAFT REGULAR BOARD MEETING MINUTES
DATE: November 8, 2018

ATTENTION

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

Board Meeting
DEC 13 2018
CCRD ITEM B(b)

REGULAR BOARD MEETING MINUTES – November 8, 2018

In Attendance:	Electoral Area A	Director Dan Bertrand
	Electoral Area B	Director Travis Hall, Vice Chair
	Electoral Area C	Director Jayme Kennedy
	Electoral Area D	Director Lawrence Northeast (portion via teleconference)
	Electoral Area E	Director Samuel Schooner, Chair

Staff:	Chief Administrative Officer	Courtney Kirk
	Operations Manager	Ken McIlwain (portion)
	Community Economic Development Officer	Matthew Wheelock (portion)

PART I – INTRODUCTION

1. Swearing in of Directors/Alternates – Oath of Office (Electoral Areas A, B, C, & E)

CAO Kirk administered the Oaths of Office to Directors Dan Bertrand, Travis Hall, Jayme Kennedy and Samuel Schooner. CAO Kirk gave thanks and welcomed the newly elected Directors of the Central Coast Regional District. CAO Kirk circulated the Ethic’s Policy and documentation needed for the next meeting for Appointments of Alternate Directors.

2. Call to Order

CAO Kirk served as Acting Chair for the Call to Order and Election of Officers. The Acting Chair called the meeting to order at 9:35 am.

a. Acknowledgments of Nuxalk Ancestral Territories

The Acting Chair offered thanks to the Nuxalk Nation and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation. The Acting Chair advised the assembly that the meeting is being recorded and the recording will be made available by use of the Regional District Website.

b. Election of Officers

i. Office of Chair

The Acting Chair advised the Board that nominations are now in order for the Office of Chair. Director Kennedy nominated Director Sam Schooner for Chair, Director Bertrand seconded the nomination. Director Schooner was the sole nominee for the Office of Chair. Director Schooner accepted the nomination. Director Schooner was declared Chair of the Regional District for the 2019-2020 term.

ii. Office of Vice Chair

The Acting Chair advised the Board that nominations were open for the Office of Vice Chair. Director Bertrand nominated Director Travis Hall for Office of Vice Chair. Director Kennedy seconded the nomination. Director Hall accepted the nomination and gave thanks. Director Travis Hall was sole nominee for the Office of Vice Chair. Director Hall accepted the nomination. Director Hall was declared Vice Chair of the Regional District for the 2019/2020 term.

Recess was taken at 9:48 am.

The meeting resumed at 9:53 am.

2. Adoption of Agenda

18-11-01 M/S Directors Hall/Kennedy that the agenda be adopted as amended. **CARRIED**

There was an amendment made to include a background item that is listed in the Bylaws and Policy noted in item 4, section (E) sub-section (a) Approval of Bylaw revision of Bella Coola Waterworks Tolls and Charges – Late Items

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) IN CAMERA MATTERS

18-11-02 M/S Directors Kennedy/Bertrand that the meeting be closed to the public for consideration of an item under 90 (1)(k) of the *Community Charter* relating to negotiations and related discussions respecting the proposed provisions of a Municipal service that are at their preliminary stages and that in the view of the council could reasonably be expected to harm the interests of the Municipality if they were held in public and for consideration of an item under section 90 (2)(b) relating to

the consideration of information received and held in confidence relating to negotiations between the Municipality and the Provincial government or the Federal government or both or perhaps a Provincial government or Federal government or both and a third party. **CARRIED**

The meeting went in camera at 10:00 am.

Director Northeast left the meeting at 10:00 am.

The regular meeting resumed at 12:25 pm.

Released from In Camera

18-11-03 That the Board of Directors of the Central Coast Regional District order Administration to work with Area A Director Bertrand in the drafting, review, and finalization of the petition information package and petition documents for the Denny Island Water System Service Establishment.

AND that Director Bertrand and Director Kennedy provide the final review of the petition for the Denny Island Water System Establishment prior to its disbursement.

AND that an information session be held on Denny Island to be attended by Area A Director Bertrand and the Operations Manager.

AND that Administration and Area A Director Bertrand endeavor to have the petition package prepared for distribution no later than December 1, 2018

AND be it further clarified that Director Bertrand review and drafting is not a provision of legal services or legal advice. **CARRIED**

18-11-04 That the Board of Directors of the Central Coast Regional District approve work assignment remuneration for Director Bertrand for up to two days at \$250.00 a day for a 7 hour day to assist Administration with the draft, review and finalization of the petition documents for the Denny Island Water System Service Establishment.

AND that the Board of Directors of the Central Coast Regional District approve work assignment remuneration for Director Bertrand for up to two days at \$250.00 a day per 7 hour day for Public Engagement Efforts to circulate and explain the petition documents on Denny Island. **CARRIED**

18-11-05 That the Board of Directors of the Central Coast Regional District enter into a revised Memorandum of Understanding with both the Nuxalk Nation and British Columbia as represented by the Honorable Mike Farnworth, Minister of Public Safety and Solicitor General for British Columbia, as per changes to the Memorandum of Understanding advanced by British Columbia dated October 24, 2018.

AND that the Chair of the Central Coast Regional District execute the revised agreement on behalf of the Board of Directors
AND that the MOU in its current draft form be from in Camera

CARRIED

A recess was taken at 12:33 pm.

The meeting resumed at 1:23 pm.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting October 11, 2018.

18-11-06 M/S Directors Hall/Kennedy that the October 11, 2018 minutes be received.

CARRIED

18-11-07 M/S Directors Hall/Kennedy that the October 11, 2018 minutes be adopted as presented.

CARRIED

PART II – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Request for Decision – Governance – Regular Board Meeting Procedures

18-11-08 M/S Directors Bertrand/Kennedy that the Board of Directors of the Central Coast Regional District order Administration to bring forward a comprehensive revision of CCRD bylaws and policies that, if adopted would mandate regular meetings of the Board via electronic means during winter and times of inclement weather, and that would further mandate a rotating schedule of regular board meetings throughout the mid-coast during spring, summer and fall months with travel facilitated primarily by water taxi.

AND that the Board of Directors of the Central Coast Regional District order Administration to develop and bring forward corresponding bylaw and policy revisions to facilitate the purchase and use of suitable technology for each Director to meaningfully participate in regular Board meetings via electronic means, preferably via videoconferencing, for those meetings scheduled to be held remotely or for which the Board has no other practical way of meeting.

AND that the Board of Directors of the Central Coast Regional District order Administration to develop the necessary budget to implement said meeting procedures bylaw and policy revisions, should they be adopted, for the 2019 fiscal year and requisition, including sufficient travel funds for Board and requisite staff to travel via water taxi (or the cheapest and most practicable manner) to each of Ocean

Falls, Denny Island, Bella Bella, Rivers Inlet, and Bella Coola for a total of 5 of 10 regular board meetings over the course of each year to be held in person in-community, as well as sufficient funds to cover the capital cost of adequate technology for each Board member to participate in Regular Board meetings via electronic, preferably videoconferencing, means for a total of 5 of 10 regular meetings to be held remotely each calendar year.

CARRIED

18-11-09 M/S Directors Hall/Kennedy that the letter from Honourable Selina Robinson, Minister of Municipal Affairs and Housing and letter from Honourable Carole James, Minister of Finance and Deputy Premier be received as a group. **CARRIED**

(b) UBCM – Correspondence from the Honourable Carole James, Minister of Finance and Deputy Premier

(c) UBCM – Correspondence from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing

FINANCIAL SERVICES

(d) Request for Decision – Signing Authority with Williams Lake and District Credit Union

18-11-10 M/S Directors Hall/Kennedy That the Board of Directors of the Central Coast Regional District approve the following board members to serve as CCRD signing authorities with Williams Lake and District Credit Union: Director Travis Hall, Director Jayme Kennedy, Director Lawrence Northeast, and Director Daniel Bertrand.

AND that the Board of Directors of the Central Coast Regional District approve the following three board members to be granted access to Williams Lake and District Credit Union’s online banking system: Director Jayme Kennedy, Director Lawrence Northeast, and Chair Samuel Schooner.

AND that the Board of Directors of the Central Coast Regional District approve the removal of the following past Directors from signing authority and / or online access to Williams Lake and District Credit Union’s CCRD accounts: Alison Sayers and Richard Hall.

CARRIED

DEVELOPMENT SERVICES

(e) Economic Development Report

18-11-11 M/S Directors Kennedy/Bertrand that the Economic Development Report be received. **CARRIED**

PUBLIC WORKS

(f) Operations Managers Report

18-11-12 M/S Directors Hall/Bertrand that the Operations Managers Report be received. **CARRIED**

(g) Townsite Water Services Summary

18-11-13 M/S Directors Hall/Kennedy that the Townsite Water Services Summary be received. **CARRIED**

(h) Solid Waste Management Services Summary

18-11-14 M/S Directors Kennedy/Bertrand that the Solid Waste Management Services Summary be received. **CARRIED**

Operations Manager McIlwain joined the meeting.

18-11-15 M/S Directors Kennedy/Hall That the Board of Directors of the Central Coast Regional District authorize staff to investigate the financial and operational feasibility of opening the Thorsen Creek Waste and Recycling Centre for an additional day per week for a limited period of time and furthermore, if it is deemed financially and operationally feasible to do so, proceed with implementing the extra day of operation for part of the remainder of the 2018 season. **CARRIED**

Operations Manager McIlwain left the meeting

LEISURE SERVICES

(i) Parks, Trails, and Recreation Services Summary

18-11-16 M/S Directors Hall/Bertrand that the Parks, Trails, and Recreation Services Summary be received. **CARRIED**

(j) Request for Decision – Pool Commission Meeting

18-11-17 M/S Directors Hall/Bertrand that the Board of Directors of the Central Coast Regional District appoint Director Kennedy to attend a meeting requested by the Pool Commission to be held in November 2018 and that the Director be remunerated as per the CCRD Board Remuneration and Expenses Bylaw No.477, 2017 for work assignments accordingly. **CARRIED**

PROTECTIVE SERVICES

18-11-18 M/S Directors Hall/Kennedy that the Board of Directors of the Central Coast Regional District receive pages 45-89 (k) Fire Protection Service Summary, (l) MOU Letter from Mike Farnworth and Jennifer Rice, (m) Northeast Emergency Management Newsletter and BC Elected Officials Guide under Protective Services as a group. **CARRIED**

(k) Fire Protection Service Summary

(l) MOU Letter from Mike Farnworth and Jennifer Rice dated October 16, 2018

(m) Northeast Emergency Management Newsletter

(n) BC Elected Officials Guide

TRANSPORTATION SERVICE

(o) Airport Obstacle Removal Update

18-11-19 M/S Directors Hall/Bertrand that the Airport Obstacle Removal Update be received. **CARRIED**

(D) EXECUTIVE REPORTS

(a) Chair and Area E Report: Chair Schooner expressed his thanks for the nomination and congratulated everyone for their position on the Board. He mentioned that he is excited to see what everyone has to bring to the table. Chair Schooner mentioned that the previous Chair Alison Sayers did a lot of good work for the CCRD, and that she will be missed. Chair Schooner feels the organization has a very strong team.

A recess was taken to address flight cancelation to Bella Bella for Directors Hall and Director Bertrand.

The meeting resumed at 3:05 pm.

Director Northeast re-joined the meeting.

18-11-20 M/S Directors Bertrand/Kennedy that past Chair Alison Sayers be remunerated at a prorated rate equivalent to one weeks service as Chair.

AND further Administration explore a potential consulting contract with Alison Sayers for transition services. **CARRIED**

(b) Electoral Area Reports

Area A: Director Bertrand

Director Bertrand commented that it is an honour to be elected by the residents of Area A. He acknowledged the people of Wuikinuxv, Rivers Inlet, Ocean Falls, and Denny Island for having confidence in him for this role. He noted that Remembrance Day is coming up and the CCRD is part of a wreath laying ceremony in the Bella Coola Valley. There is a cenotaph on Denny Island which became a Royal Canadian Airforce Base, after the millennium of traditional use and occupation by the Heiltsuk people. With this tie to Veterans, it is appropriate to lay a wreath here on Remembrance Day.

Director Bertrand noted that he is very excited to move forward over the next month with preparing a petition for the implementation of a water system on Denny Island. He will be working with the Community Development Association and the Central Coast Chamber of Commerce to consult with the community and to see what the wishes of the community are.

With respect to Ocean Falls, Director Bertrand understands that there is concern around old buildings in the old town and concern around keeping livestock. He will be discussing options to see how the CCRD may be able to assist.

Director Bertrand looks forward to traveling to Rivers Inlet, and meeting the people of Wuikinuxv with the rest of the Board.

18-11-21 M/S Directors Bertrand/Kennedy That the Board of Directors of the Central Coast Regional District supports Director Bertrand to lay a wreath on behalf of the Regional District in honour of veterans on Denny Island and Administration may contribute up to \$100.00 of the cost for the wreath on behalf of the CCRD. **CARRIED**

Area B: Director Hall

In relation to the discussion around travel, Director Hall located two boat companies that do boat charters and he will share the information with the Regional District for future travel.

Director Hall congratulated the new Board and shared that he looks forward to working together and is very thankful to be moving forward and being the representative for his community at the CCRD.

Director Hall mentioned that he looks forward to the possible future work and presentation with regards to the Equalization Strategy and the movement and support that it is receiving. The CCRD is fortunate that our CAO has brought serious concerns forward and was able to develop with all the supportive people involved, the equalization idea and concept to create clarity for everyone.

He is very honored to have been nominated by previous Director Frank Johnson at the UBCM to be elected to the Executive. He looks forward to bringing items from the UBCM Executive forward to the CCRD Board and is very thankful to be vice chair of the CCRD Board.

It is important for First Nations in the region to have a voice. Director Hall mentioned that Area B has a very new Council. Having a more youthful group has opportunities and challenges. He appreciates everyone's time and commitment and complemented the staff in the CCRD office.

Area C: Director Kennedy

Director Kennedy thanked Chair Schooner for stepping up to be Chair and shared that she thinks he will be great in this role and also thanked Director Hall for stepping up to Vice Chair. She thanked CAO Kirk for her communication efforts and for the staff's work to get the new Board started.

Director Kennedy also acknowledged the Equalization Strategy and expressed desire to keep momentum and help keep it moving forward.

Director Kennedy noted that she is excited to be on the Board and to see the shared passion for bringing the communities together and giving everyone a voice, and making sure everyone knows that the Board is listening.

Director Kennedy would like to put forward a motion for a local work assignment on November 7, 2018 from 1:00 pm – 8:00 pm for remuneration for tour of operations, orientation, and introductory meetings.

18-11-22 M/S Directors Hall/Northeast that the Board of Directors of the Central Coast Regional District pay remuneration for each Director for work assignment remuneration on November 7, 2018 for tour of operations, orientation, and introductory meetings from 1:00pm-8:00pm in the amount of \$250.00. **CARRIED**

Area D: Director Northeast

Director Northeast mentioned that he is very excited to be involved in the CCRD. He has sat on the sidelines and watched the work that has been done that is benefiting the community directly. He is very honored to be elected to this position. What drives him to be a part of the Board is the team that is being built that goes across the lines between the Regional District and the Nuxalk Nation. Director Northeast is keen to help build local self-reliance. He is passionate about education and believes education is key to the growth of the community. He is also very excited to be involved in Emergency Preparedness and Response, Economic Development, increasing access to ocean based recreation, and improving health services.

(E) BYLAWS AND POLICIES

A recess was taken

The meeting resumed at 3:52 pm

(c) Approval of Bylaw revision of Bella Coola Waterworks Tolls and Charges (Late Item)

18-11-23 M/S Directors Northeast/Kennedy that the Central Coast Regional District Board of Directors consider Bylaw 485, a bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be received **CARRIED**

- 18-11-24 M/S Directors Kennedy/Hall** that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be now introduced and read a first time. **CARRIED**
- 18-11-25 M/S Directors Northeast/Bertrand** that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 having been given due and detailed consideration by the Board be now read a second. **CARRIED**
- 18-11-26 M/S Directors Bertrand/Hall** that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be now read a third time. **CARRIED**

(F) GENERAL CORRESPONDENCE FOR ACTION

(a) Kluskus/Anahim Feedback Letter, dated October 16, 2018

- 18-11-27 M/S Directors Kennedy/Bertrand** that the Board of Director's send a support letter to the project managers subject to project approval by all affected nations in the region. **CARRIED**

(b) Ocean Falls Abandoned and Derelict Properties letter dated October 26, 2018

- 18-11-28 M/S Directors Bertrand/Kennedy** that the CCRD staff look into grant opportunities to fund an intergovernmental meeting in Ocean Falls on the subject of derelict buildings and vessels. **CARRIED**

(c) NDI Letter, Appointments to the Northwest Regional Advisory Committee, dated October 22, 2018

- 18-11-29 M/S Directors Bertrand/Kennedy** appoint Chair Schooner as an Elected Official to the Northwest Regional Advisory Committee and Director Hall as an Alternate. **CARRIED**

(d) Marine Harvest Letter, dated October 30, 2018

18-11-30 M/S Directors Bertrand/Kennedy that the Board of Directors of the Central Coast Regional District respectfully decline the invitation to meet Marine Harvest and that the CCRD Board encourage them to speak with the Nations in whose territory they seek and continue to operate by way of letter from the Board. **CARRIED**

(e) AVICC nominations for Electoral Area Representative

18-11-31 M/S Directors Hall/Bertrand that Director Kennedy be nominated to be the AVICC Electoral Area Representative. **CARRIED**

(F) GENERAL CORRESPONDENCE FOR INFORMATION

18-11-32 M/S Directors Hall/Northeast that the correspondence on pages 106-122 Retail of Non-Medical Cannabis letter, Coast Sustainability Trust II 2018 Report, 2018 UBCM Convention Letters, and GAF letter Re: Roofing Practices in Bella Coola be received as a group. **CARRIED**

(a) Retail Sale of Non-Medical Cannabis letter dated October 4, 2018

(b) The Coast Sustainability Trust II (cst) – 2018 Third Quarter Report dated October 15, 2018

(c) 2018 UBCM Convention letters dated October 9, 2018

(d) GAF Letter Re: Roofing Practices in Bella Coola dated July 3, 2018

(e) Letter from Frank Johnson, dated November 4, 2018

18-11-33 M/S Directors Kennedy/Bertrand that the letter from Frank Johnson be received. **CARRIED**

18-11-34 M/S Directors Hall/Kennedy that Chair Schooner send Frank Johnson an acknowledgment letter on behalf of the Central Coast Regional District. **CARRIED**

(G) ADJOURNMENT

18-11-35 M/S Directors Northeast/Kennedy that the Board of Directors meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned at 5:33 pm.



Chair



Chief Administrative Officer