



# Central Coast

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## REGIONAL DISTRICT

DRAFT REGULAR BOARD MEETING MINUTES

DATE: November 14, 2019

### 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 – November 14, 2019

In Attendance:	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E	Director Daniel Bertrand Director Travis Hall Director Jayme Kennedy Director Lawrence Northeast Chair Samuel Schooner
Staff:	Chief Administrative Officer  Recording Secretary, EA  Operations Manager Community Ec. Dev. Officer	Courtney Kirk  Destiny Mack  Ken McIlwain (portion) Matthew Wheelock (portion)
Delegation:	Bella Coola RCMP Hagensborg Water Preservation Group	Sgt. Richard Marshall Joy MacKay/John Breffitt

**PART I – INTRODUCTION**

**1. Call to Order**

Acting Chair CAO Kirk called the meeting to order at 10:17 a.m. and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

**2. Election of Chair and Vice Chair**

- i) The Acting Chair advised the Board that nominations were in order for the Office of Chair. Director Kennedy nominated Director Schooner for Chair, Director Northeast seconded the nomination. Director Schooner accepted the nomination. The Acting Chair made two further calls for nomination for Chair. There were no further nominations. Director Schooner was the sole nominee for the Office of Chair.

Director Schooner was declared Chair of the Regional District November 2019- November 2020.

- ii) The Acting Chair advised the Board that nominations were open for the Office of Vice Chair. Director Bertrand nominated Director Kennedy for the Office of Vice Chair. Director Northeast seconded the nomination. Director Kennedy accepted the nomination. The Acting Chair made two further calls for nomination for Chair. There were no further nominations. Director Kennedy was sole nominee for the Office of Vice Chair.

Director Kennedy was declared Vice Chair of the Regional District November 2019- November 2020.

- iii) Chair Schooner and Vice Chair Kennedy each took the Oath of Office.

Chair Schooner assumed his duties as Chair and the meeting proceeded.

### 3. Adoption of Agenda

19-11-01 M/S Directors Northeast/Bertrand THAT the agenda be received. **CARRIED**

19-11-02 M/S Directors Northeast/Bertrand THAT the Agenda be adopted as presented. **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.

## **PART II – PUBLIC CONSULTATION**

### **DELEGATIONS**

#### **Sgt. Richard Marshall – Bella Coola RCMP**

Sgt. Marshall began his presentation at 10:30 a.m.

Sergeant Richard Marshall began with an introduction of himself. He advised the Board that he has been stationed in the Bella Coola Valley for 4-5 months and has 21 years of policing experience in mainly small First Nations communities in Manitoba. Sgt Marshall further advised that there has not been an active commander in the Bella Coola Valley for approximately 1 year and as such his focus to date has been in ensuring the leadership needs within his detachment are effectively addressed and standards upheld.

Sgt Marshall expressed that he is hopeful that his term might be extended to 3 years in order for him to retire in Bella Coola and noted his appreciation of the community he is now serving and his interest in maintaining his dedication by potentially retiring in the community.

Sgt Marshall welcomed the Board to bring forward any issues or questions. He expressed that he holds his staff to high standards and understands that among some members in the community, previous local RCMP staff may have been seen to be difficult.

Sgt Marshall advised that currently the Bella Coola RCMP detachment is fully staffed and Constables include Andrew Mills, Marian Kahn, Scott MacDonald, and Amber Rosie.

Sgt Marshall noted that his current operational plans are to have more visibility and involvement in the community with regular visits to the schools and participation in events. He noted that although Bella Coola is relatively safe with little violence, issues noticed were vehicles broken into at the wharf over the summer, drinking, impaired driving, and drugs. He advised that his detachment will put more effort into catching impaired drivers, as well as addressing drugs in the community.

Sgt Marshall noted the Bella Coola detachment's appreciation for the collaboration with the CCRD for the Christmas Toy Drive. Praise was also given to Ace Hardware for donated materials to the detachment's Santa Clause event for the children in the community, which will go toward building a sleigh for handing out the collected Christmas gifts.

The Board suggested that it would be ideal if the 60 km/h speed zone through Hagensborg could be extended, and noted that there are concerns from the public regarding the speeding that occurs in this area.

The discussion turned to other areas where speeding is perceived to take place in the Bella Coola Valley. Sgt Marshall mentioned that at the Bella Coola Elementary School there isn't a sign posted limiting the speed at 30 km/h. Sgt Marshall explained that there needs to be a sign posted in order for 30 km/h to be enforceable and that there have been complaints of speeding in the school area. Discussion ensued as to the responsible agency for road signage which was determined to be the provincial government.

The Board questioned where the geographical authority of the Bella Coola RCMP detachment extends. Sgt Marshall responded that essentially the authority ends at the inlet waters and the Bella Bella RCMP detachment covers the area from just off the inlet shore out to the outer-coast. Sgt Marshall further explained that the Bella Coola RCMP detachment is connected with Westcoast Marine who covers both areas as the Bella Coola detachment does not own a boat and therefore cannot do much on the water. Sgt Marshall assured that there is intelligence communication between Bella Coola and Bella Bella.

Other policing concerns raised by the Board related to the number of sexual assaults in Bella Coola which the Board expressed as an ongoing and growing issue. As well, the Board voiced concern regarding the overdose epidemic that has also affected the regional district area.

The Board expressed appreciation that Sgt Marshall had interest in staying longer than the two-year term and that he is taking an interest in more public engagement.

The Chair thanked Sgt. Marshall for his presentation. Sgt Marshall's delegation concluded at 10:44 a.m.

### **Joy MacKay/John Breffitt – Hagensborg Water Preservation Group**

Mr. Breffitt and Ms. MacKay began their presentation at 10:45 a.m.

Mr. Breffitt spoke for what he described as a concerned group of ratepayers of the Hagensborg Waterworks District (HWD). He advised the Board that HWD mailed out a ballot for the dissolution of the improvement district. He noted that in the minds of the Hagensborg water preservation group, the process has been rushed and there is not sufficient information for ratepayers to make an informed decision. Specifically, Mr. Breffitt expressed the group's view that ratepayers do not have sufficient understanding of the consequences and risks of conversion to the regional district to make an informed decision.

Mr. Breffitt noted the group's perception that from analysing the recording of the CCRD Board meeting held on October 10<sup>th</sup> 2019 that it appears CCRD intends on doing a full feasibility study. Mr. Breffitt expressed that ratepayers need information on administrative costs, taxation, a management strategy, fire response, and the loss of autonomy. Mr. Breffitt further expressed that in the group's view, the Hagensborg Water Improvement District Conversion Study that was recently completed was simply an overview and more of a promotional document toward conversion.

Mr. Breffitt shared the group's perspective from their review of the submitted grant funding proposal that Phase 2 involves installing a reservoir, which could include chlorination. Mr. Breffitt emphasised the group's concerns are about the levels of chlorination that could be needed in the water system. He further noted the group's general fear that the process is being sped through without careful consideration. Mr. Breffitt advised that Board that questions also are prevalent as to whether there would be water meters.

Mr. Breffitt explained to the Board that in the past the Department of Fisheries had agreed to build a new dam at the water collection source which would cost \$2 million dollars. Mr. Breffitt shared the group's understanding that if such a relationship moved forward, the capital costs and ongoing maintenance for the infrastructure would be incurred by DFO, and the infrastructure would be given to the Hagensborg Water Improvement District to provide drinking water to its constituents. Mr. Breffitt noted the group's perception that if chlorination were to be involved, then DFO would cease to be interested in partnering, which the group perceives as a potential loss of a potential 2 million dollar investment by the federal government as a consequence of proceeding with the project proposed in the grant application.

Mr. Breffitt further expressed the group's opinion that the grant money available for the project is understood to be approximately \$3.8 m and this does not appear to be a sufficient amount of money to meet the full needs of addressing the problems of the water system. Mr. Breffitt further noted the group's perception that the DFO dam did not appear to be included in the grant proposal where other monetary sources should have been identified in the proposal. Mr. Breffitt explained that the group is also apprehensive about what they perceive as a lack of engineering documents and cost analysis in the grant proposal. Mr. Breffitt further noted the group's concern that the information that was gathered for engineering and cost analysis appears to be dated in spite of the group's understanding of recent advances in relevant technology and costing.

Mr. Breffitt noted further concerns held by the group including the voting and ballot process as to how the ballots will be counted whether there will be scrutineers and who will be the election officer. Mr. Breffitt explained that the group is of the view that Joan Sawicki is qualified to run the election due to her experience and previous work with the HWD.

Mr. Breffitt further noted that according to the group's review the grant proposal stated that there was also no local opposition, however the group gathered a petition against conversion with 140 signatures which Mr. Breffitt suggests is indicative that there are concerns held by a considerable number of ratepayers. Mr. Breffitt explained that the petition states: "We the undersigned request delaying the vote to dissolve the Hagensborg Waterworks District and accept conversion until an open review of the proposed conversion is completed by the Central Coast Regional District and reported back to ratepayers."

Mr. Breffitt noted that it appears that the Chair of the HWD attended as a delegate to the October 10<sup>th</sup> CCRD Board Meeting and did not consult prior to the delegation with the other HWD Board Members. Further, Mr. Breffitt noted that there does not appear to have been a report back to the HWD Board after the delegation to report what had been said. The Board asked whether Mr. Breffitt himself had approval or endorsement from the HWD Board for his delegation, to which Mr. Breffitt clarified he was not a HWD Board Member and was representing instead a group of concerned ratepayers.

Mr. Breffitt noted his understanding of other comments made by the HWD Chair describing the HWD water line as old and dilapidated. Mr. Breffitt noted the group's view that while it is true that there are some problems with the water line the intention has been to replace the problem areas. He further noted that there are also a lot of volunteers that have previously assisted with line maintenance and various aspects of the HWD operations, including offers to assist with developing costing and engineering specs for line replacement. Mr. Breffitt noted as such the group takes exception to remarks indicating trouble getting volunteers.

Mr. Breffitt noted that the general feeling of the group is that the process needs to slow down significantly. Mr. Breffitt suggested that evidence has shown that there is currently an Emergency Water Response Plan in place for when there are significant levels of E.coli in the water and that to date this response plan has never had to be utilized.

Mr. Breffitt concluded his presentation to the Board noting his concern that some of commentary regarding the proposed project and conversion has been inflammatory and his discomfort with how the group he is working with has been described.

The Board noted that CCRD's support had been predicated on recommendations of the HWD Board of Trustees.

The Board asked if the group knew whether the terms of the grant required that the improvements be done by a particular deadline.

Mr. Breffitt responded that the delegation group was unsure and noted a belief that a deadline had been fabricated by HWD in order to fast track the conversion process. However, the delegation



group noted that they did not know specifics as to whether a deadline had been imposed and what that deadline is.

The Board suggested urging caution in considering a delay until it is verified whether or not there is a deadline attached to the expenditure of the grant funds. Mr. Breffitt noted the delegation's appreciation that there may be timelines, but further noted their perspective that the one time grant of approximately \$3.8 million was likely insufficient for their needs and questioned whether it was prudent to move forward when the amount was not sufficient and the risks of those potential additional costs on ratepayers is not clear.

Mr. Breffitt shared the perspective that some ratepayers enjoy living in smaller locations in order to maintain autonomy over water resources and that clean water is the goal of many. Ken Dunsworth mentioned from the Gallery that a grant was applied for previously for just under \$8 m dollars and that the CCRD did not support the grant. Mr. Dunsworth further noted his understanding that this is the second grant that has been proposed for support by the CCRD, and this grant is only \$3.7 million. With the current grant proposal and money saved by HWD, there would be a total of approximately \$5 m for the improvements. To Mr. Dunsworth's understanding, this total sum would be short to complete all the work that is necessary. Mr. Dunsworth further noted his certainty that there will be other opportunities to apply for grant funds in the future, as the province does want the Improvement District to move forward.

The Board wondered whether the agreement with DFO was a formal one or a hypothetical one. Chris Matthews responded from the Gallery that engineering studies had been done and there was a Memorandum of Understanding between the Hatchery and the HWD, and that was where matters stood when he was last on the HWD Board of Trustees; however he was unaware where the MOU currently stood. Mr. Breffitt further noted his understanding that if chlorination was part of the proposal, that relationship could no longer move forward as it would no longer serve the Hatchery's needs. Mr. Breffitt further stated that the loss of that relationship meant a further loss of \$2 million dollars in contribution funding.

The Board also questioned when the HWD Board was up for re-election. Mr. Matthews replied from the Gallery that usually elections are held between April and June. Ms. MacKay further clarified that the elections are generally staggered with 1-3 trustee elections in any given year.

The Board asked with the 143 signatures on the petition, what that looks like in relationship to households. Mr. Breffitt mentioned that some of the signatures are two names from one address because they own other property and have voting rights on one property and voting rights on another property, which they'd be able to split. Mr. Breffitt indicated that likely one hundred and twenty five of the names would have independent votes on the water system.

Ms. MacKay mentioned that part of the confusion of voting is specific to the dissent process. She noted that ordinarily there is a clear policy for trustee elections for improvement districts with every person on title being entitled to a vote, and one vote if you are a multiple property owner. She further noted that the HWD Board of Trustees has indicated there is one vote per property which in her view is a departure from the standard for trustee elections under the Act. Ms. MacKay emphasised her concern regarding process, stating there is a general uncertainty regarding what is the basis is for the rules and who is creating them. Ms. MacKay further relayed that there hasn't

been an election officer appointed and that in her view this is not in keeping with the existing policy of trustee elections nor reassuring with respect to the integrity of the referendum process.

Mr. Breffitt emphasised that the HWPG members harboured a lot of concern with respect to the mail in ballots themselves, questioning process to demonstrate qualification to vote, what the thresholds for assent would be and which ballots would be counted. Mr. Breffitt noted that the delegation group understands the CCRD would like to see demonstrated overwhelming support for conversion. He emphasised that his group does not see 50% plus one as overwhelming support.

The CCRD Board mentioned that with the Denny Island water petition, there was no abstraction between the identities of the parcel owners and their vote. The petitions were dealt with confidentially. The petition process was informed by statute however and is different from the voting process being used by HWD.

The Board asked whether the group has brought their concerns to the HWD Board of Trustees. Ms. MacKay replied that they have, particularly during the HWD public meeting on the conversion report, but have not yet provided the Board of Trustees a copy of the petition that they brought to the CCRD as part of their delegation. The petition from the delegation group is still ongoing and has not been presented to the HWD Board yet. Ms. MacKay noted concern that she is not in receipt of particular reports specific to cost analysis in the grant application that she indicated she had requested from HWD.

The Board clarified that the CCRD staff had no role in preparing the application materials for the grant. Mr. Breffitt acknowledged the group is aware of that fact.

The Board relayed that the CCRD has established a new water service area for Denny Island. The CCRD Board is committed to creating a commission which would act as an advisory board composed of resident ratepayers that will advise on direction. The Board noted that the advisory committee is not up and running yet, however, it may serve as an example of what recent past practice has been with another water district.

The CCRD Board initiated a discussion with the delegation group requesting their views on staging the vote, whether it is more prudent to have two separate votes for dissolution and then conversion as advocated at the last CCRD meeting by the HWD Chair or to combine into a single assent vote as was suggested by the CCRD Board during the same meeting.

Mr. Breffitt replied that their understanding of the HWD ballot is that it is inclusive, meaning a vote to dissolve and accept conversion in one ballot. Ms. MacKay noted her understanding that the HWD Board is only required to have a majority trustee resolution to dissolve the HWD. Ms. MacKay further noted her view that in theory the current ballot process should be about the HWD Board engaging with and consult with the ratepayers before contemplating a motion to dissolve, or approaching the province and asking them to dissolve the improvement district. Ms. MacKay indicated that a primary motivation of the delegation today was to demonstrated for the CCRD Board that in the group's view the process has been less than full and transparent engagement with the ratepayers.



The Board noted that for CCRD's part the next discussion is with HWD Board of Trustees once they have made a decision as to what the Board of Trustees will do next and encouraged the group to direct their concerns with respect to their process to the HWD Trustees. Erin Chapman responded from the Gallery that the intention behind gathering signatures on the petition was to demonstrate ratepayer concerns for the HWD Trustees to inform their decision-making and the group was working to time discussions with HWD's process.

The Board noted an understanding that if the HWD note was no, that might be indicative of petitioners wanting more information as opposed to necessarily not wanting to move forward with project or the conversion. Mr. Breffitt responded that that might be the rationale of voters, but it's difficult to know in the circumstances what may inform the votes.

The Board asked that if the HWD vote is yes, what the group would like of the CCRD, particularly in the scenario where CCRD would undertake a second vote for an assent process. Ms. MacKay responded a careful look at the process and whether that process stands up to scrutiny in light of the group's petition with 140 signatures as a yes vote would suggest some confusion among the ratepayers.

The Board asked where the reference to water-metering came from as this had not been part of a discussion with the CCRD Board in the Board's recollection. Ms. MacKay responded that there is a reference to possible water metering in the grant application. The Board asked what the service boundaries are generally. Mr. Matthew's replied from the Gallery with landmark references.

The Board noted a concern that if CCRD is speaking to the Chair of HWD in a delegation and the Chair isn't speaking for the HWD Board, how the CCRD Board best could have communication with the Board of Trustees if the only spokesperson for the HWD Board of Trustees is the Chair. The Board further noted that if the Chair isn't speaking for the Board of Trustees of the Hagensborg Water District, then there must be another way the CCRD Board can communicate to make sure that the CCRD Board is communicating with the Board of Trustees.

Mr. Dunsworth replied from the Gallery that those were perhaps questions that the CCRD should be asking internally and should perhaps request a meeting with the entire Board and actually meet with their full Board and have a full consultation with their full Board.

The Board noted its understanding the grant application was supported by the HWD Board and HWD's request of CCRD to support the grant application was supported by the HWD Board. Mr. Breffitt responded that he questions whether the Board of Trustees represents the ratepayers. The Board encouraged the delegation to pursue the accountability provisions under the legislation if there are concerns regarding representation. Ms. MacKay noted that there are not many provisions in the legislation that speak to improvement district accountability.

Ms. MacKay clarified that there have been efforts for a number of years to apply for grant funding irrespective of the barriers to improvement districts accessing grant funds, and as such the issues the delegation group is concerned about are not specific to the fact of HWD undertaking fundraising efforts, as they have for years, or even seeking the CCRD's support in fundraising per se, as they have before, but rather their process for decision-making and engagement with ratepayers.

Mr. Dunsworth noted from the Gallery an acknowledgement that there isn't a lot the CCRD can do but it's important for CCRD to have knowledge of what the ratepayers are up against.

The Board thanked the delegation group for all their effort and delegation. The Chair concluded the delegation at 11:30 a.m.

Recess was taken at 11:31 a.m.

The meeting reconvened at 11:48 a.m.

### **IN CAMERA MATTERS**

The Chair asked the Board to consider closing the meeting to the public at this point in the agenda for the consideration of in-camera matters.

**19-11-03 M/S Directors Bertrand/Northeast** 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 or agent of the municipality or another position appointed by the municipality; 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* and section 90 (2) (b) the consideration of Information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party. **CARRIED**

The regular board meeting went in camera at 11:50 a.m.

The regular meeting continued at 1:57 p.m.

#### **a) Matters Brought out of Camera**

The following resolutions from the closed in-camera meeting were released:

**19-11-04 [IC Release:]** THAT the Board of Directors of the Central Coast Regional District direct Administration to research grant funding or other financial support opportunities to arrange a meeting with Indigenous Tourism representative Amy Thacker of CCCTA and CCRD Tourism operators and representatives throughout the region to discuss options for more inclusive tourism sector development in the Central Coast.

**19-11-05 [IC Release:]** THAT the Board of Directors of the Central Coast Regional District again table decision making on the CCTA request for a letter of support for the destination development strategies until a focus meeting as resolved on [19-11-04] takes place.

**19-11-06** **[IC Release:]** THAT the Board of Directors of the Central Coast Regional District directs Administration to send a letter to the Ministry of Forrester, Lands, and Natural Resources operations and the BC Assessment advising that there are a large number of unregistered foreshore and water lots;

AND THAT there is a resulting loss of property tax revenue to the CCRD and the potential unmitigated and unregulated environmental impacts.

**19-11-07** **[IC Release:]** THAT the Board of Directors of the Central Coast Regional District directs administration to write a letter to the Hagensborg Waterworks District Board of Trustees requesting their full board attend the next regular board meeting of the CCRD Board to discuss the result of their poll.

**19-11-08** **[IC Release:]** THAT the Board of Directors of the Central Coast Regional District directs administration to confirm deadline associated with the Hagensborg Waterworks District Grant and to release that information to the public.

**19-11-09** **[IC Release:]** THAT Board of Directors of the Central Coast Regional District direct administration to conduct and Request for Proposal(s) (RFP's) for an experienced civic capital projects manager to assist the CCRD with coordinating various grant commitments and other potential funding.

(i) **Ocean Falls Revitalization Committee**

**19-11-10** **[IC Release:]** THAT Board of Directors of the Central Coast Regional District appoints Kevin Day to the Ocean Falls Revitalization Committee.

A recess was called at 2 pm.

The meeting reconvened at 2:28 p.m.

**(A) ADOPTION OF MINUTES**

**a) Regular Board Meeting October 10, 2019**

**19-11-11** **M/S Directors Kennedy/Bertrand** THAT the minutes from the October 10, 2019 Board Meeting be received. **CARRIED**

**19-11-12** **M/S Directors Bertrand/Kennedy** THAT the October 10, 2019 minutes be adopted as presented. **CARRIED**

**PART III – LOCAL GOVERNANCE**

**(B) OPERATIONS UPDATES & POLICY MATTERS ARISING**

**ADMINISTRATIVE SERVICES**

**(a) Report to the Board – Administration Report and Update on Strategic Plan**

- 19-11-13 M/S Directors Kennedy/Bertrand** THAT the Board of Directors of the Central Coast Regional District receives the update on consolidated and itemized resolutions from 2019 augmenting the deliverables under the CCRD Strategic Plan 2019-2022.

**CARRIED**

**FINANCIAL SERVICES**

**(b) Report to the Board – Financial Report Budget vs. Actual January-October 2019**

- 19-11-14 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District receives the Financial Report of actual revenue and expenditures against the annual budget for the period January to October 2019.

**CARRIED**

**(c) Report to the Board – Financial Report – Update on Grants**

- 19-11-15 M/S Directors Kennedy/Bertrand** THAT the Board of Directors of the Central Coast Regional District receive the financial report of update on grants.

**CARRIED**

**(d) Request for Decision – Grant In Aid – Rescind resolution #19-06-10**

Director Bertrand disclosed an indirect financial interest as follows:

I, Director Bertrand disclose that in accordance with *Sections 100 (2)(b) and 101 (1) (2) and (3) of the Community Charter*, I have an indirect pecuniary interest that constitutes a conflict of interest in item B) (d) Request for Decision: Grant In Aid – Rescind resolution # 19-06-10. The reason for my declaration is that my wife administers of the Go Fund Me: Help Bella Bella Pets fundraising effort and I have learned is collecting donations in her own name on the group's behalf.

Director Bertrand concluded his disclosure of Financial Interest and left the room.

- 19-11-16 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District rescind the following resolution 19-06-10 – THAT the Board of Directors of the Central Coast regional District put \$950 towards the GO Fund Me: Help Bella Bella Pets. AND THAT it be matched to go towards the CAAT Spay and Neuter Free Clinic and further, that the board instead carry these unexpected funds forward to 2020.

**CARRIED**

Director Bertrand rejoined the meeting at 2:48 p.m.

**COMMUNITY AND DEVELOPMENT SERVICES**

**(e) Community Economic Development Monthly Report**

**CEDO Wheelock** joined the meeting at 2:50 p.m.

**19-11-17 M/S Directors Kennedy/Bertrand** THAT the Community Economic Development Officer Report be received. **CARRIED**

**(f) Request for Decision – CEDO Return Flight from Vancouver**

**19-11-18 M/S Directors Bertrand/Kennedy** THAT the Request for Decision: CEDO Return Flight from Vancouver be received. **CARRIED**

**19-11-19 M/S Directors Bertrand/Kennedy** THAT the Board of Directors of the Central Coast Regional District authorizes Administration to pay for the CEDO’s flight from Vancouver under consideration. **CARRIED**

**(g) Request for Decision – CCRD Celebratory Film Theme**

**19-11-20 M/S Directors Northeast/Hall** THAT the Request for Decision: CCRD Celebratory Film Theme be received. **CARRIED**

**19-11-21 M/S Directors Northeast/Hall** THAT the Board of Directors of the Central Coast Regional District confirm the use of the proposed celebratory film theme of depicting and exploring the places, people and landscapes of the central coast from the perspective of salmon returning to spawn. **CARRIED**

**(h) Request for Decision – CCRD Logo Tagline**

**19-11-22 M/S Directors Northeast/Kennedy** THAT the Request for Decision: CCRD Logo Tagline be received. **CARRIED**

**19-11-23 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District confirm the adoption of a new CCRD logo tagline: “That we may be good people together” to be included as part of the approved new logo. **CARRIED**

**CEDO Wheelock left the meeting at 3:43 p.m.**

**(i) Correspondence for Information: Environment Quality (EQ) Program**

**19-11-24 M/S Directors Hall/Kennedy** THAT the Correspondence for Information: Environment Quality (EQ) Program letter be received. **CARRIED**

**(j) Report to the Board: Telus Tower Update**

**19-11-25 M/S Directors Hall/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Telus Tower Update. **CARRIED**

**OPERATIONS**

**(k) Operations Manager Monthly Report**

- 19-11-26 M/S Directors Northeast/Kennedy** THAT the monthly Operations Manager Report be received. **CARRIED**

**Operations Manager McIlwain joined the meeting 3:54 p.m.**

**(l) Urban Systems Project Update, Denny Island Water System– November 2019**

- 19-11-27 M/S Directors Northeast/Kennedy** THAT the Urban Systems Project Update Report on the Denny Island Water System be received. **CARRIED**

**(m) Correspondence for Information: Letter regarding Free Store**

- 19-11-28 M/S Directors Kennedy/Bertrand** THAT the Correspondence for Information: Letter from Joan Sawicki November 6 2019 regarding the situation of the Free Store at Thorsen Creek Waste and Recycling Centre be received. **CARRIED**

The Board and OM McIlwain discussed the challenges of operating the free store, including human resource labour to sort goods, sanitation and particular challenges with respect to bed bugs and other risks and liability of hosting the service and whether there are alternative options for operation. The Board and OM McIlwain also noted the popularity of the free store and the community need it meets with respect to addressing poverty. The Board and OM McIlwain also noted the importance of diverting waste from the landfill. The Board encouraged Administration to research alternative operational approaches.

- 19-11-29 M/S Directors Bertrand/Kennedy** THAT the Board of Directors of the Central Coast Regional District directs Administration to draft a response letter to Ms. Sawicki outlining the salient points of the Board's discussion of the matter. **CARRIED**

**(n) Request for Decision: Toy Drive 2019**

- 19-11-30 M/S Directors Kennedy/Northeast** THAT the Request for Decision: Toy Drive 2019 be received. **CARRIED**

- 19-11-31 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District authorize Administration to organize a Toy Drive to be held at Thorsen Creek Waste and Recycling Centre during the 2019 holiday season with toys anticipated to be distributed by the members of the RCMP during their annual Santa Claus event and by CCRD volunteers and/or staff. **CARRIED**



**TRANSPORTATION SERVICES**

**(o) Transportation Monthly Report**

**19-11-32 M/S Directors Kennedy/Hall** THAT the Transportation Monthly Report be received. **CARRIED**

**19-11-33 M/S Directors Kennedy/Northeast** THAT the Board of Directors direct Administration to start the process of organizing a ribbon cutting ceremony for the Airport Playground and to consult with Directors around schedules;

AND THAT the Board of Directors direct Administration to get in contact with Coast Mountain News to put an article in the paper regarding the new Airport Playground.

**CARRIED**

**LEISURE SERVICES**

**(p) Centennial Pool Commission Meeting Minutes – October 2, 2019**

**(q) Centennial Pool Commission Meeting Minutes – October 24, 2019**

**19-11-34 M/S Directors Kennedy/Northeast** THAT the Centennial Pool Commission Meeting minutes dated October 2 & 24, 2019 be received as a group. **CARRIED**

**Operations Manager McIlwain left the meeting 4:27 p.m.**

A recess was taken at 4:29 p.m.  
The meeting reconvened at 4:54 p.m.

**PROTECTIVE SERVICES**

**(r) Emergency Management Report**

**19-11-35 M/S Directors Hall/Kennedy** THAT the Emergency Management Report be received. **CARRIED**

The Board discussed the possibility of other Bella Coola based directors attending the Steering Committee meetings with Chair Schooner as schedules permit.

**(s) Request for Decision: UBCM Community Resiliency Investment Fund – Outer Coast**

**19-11-36 M/S Directors Bertrand/Hall** THAT the Request for Decision – UBCM Community Resiliency Investment Fund – Outer Coast be received. **CARRIED**

**19-11-37 M/S Directors Bertrand/Hall** THAT the Board of Directors of the Central Coast Regional District rescind the preciously approved October 2019 motion for a joint funding application with Nuxalk Nation to the UBCM Community Resiliency

Investment (CRI) Program for FireSmart Planning, training, and educational activities;

**AND THAT** the Board of Directors of the Central Coast Regional District approve the Administration's updated application to the UBCM Community Resiliency Investment (CRI/FireSmart) Program to fund the production of updated Community Wildfire Protection Plans (CWPP) in Areas A and B within CCRD jurisdiction.

**AND THAT** CCRD Administration work with Heiltsuk and Wuikinuxv Nations' leadership to coordinate this planning process in areas of their jurisdiction, if desired to include Bella Bella and Rivers Inlet/Wuikinuxv Village in the final CWPP areas of interest. **CARRIED**

**(t) Request for Decision: UBCM Community Resiliency Investment Fund – Letter of Support for Nuxalk Nation**

**19-11-38 M/S Directors Kennedy/Northeast** THAT the Request for Decision – UBCM Community Resiliency Investment Fund – Letter of Support for Nuxalk Nation be received. **CARRIED**

**19-11-39 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District supports Nuxalk Nation in their sole funding application to the CRI funding call for a project that includes FireSmart Planning, training, and educational activities for the entire Bella Coola Valley to be administered under framework of the Nuxalk Nation/CCRD/EMBC Emergency Management MOU;

**AND THAT** Administration is directed to provide Nuxalk Nation with a letter of support toward the same. **CARRIED**

**(u) Request for Decision: Wuikinuxv Emergency (Tsunami) Sirens**

**19-11-40 M/S Directors Bertrand/Kennedy** THAT the Request for Decision – Wuikinuxv Emergency (Tsunami) Sirens be received. **CARRIED**

**19-11-41 M/S Directors Bertrand/Kennedy** THAT the Board of Directors of the Central Coast Regional District supports the Wuikinuxv Nation's application to the ISC's Emergency Management Non-Structural Mitigation and Preparedness Program to fund an early warning tsunami siren system in the Wuikinuxv Village. **CARRIED**

**(v) Request for Decision: Volunteer Fire Department Equipment Funding**

**19-11-42 M/S Directors Kennedy/Hall** THAT the Request for Decision – Volunteer Fire Department Equipment Funding be received. **CARRIED**

**19-11-43 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District supports the application of the Bella Coola, Noosatsum, and

Wuikinuv Fire Departments to the UBCM Community Emergency Preparedness Fund (CEPF)'s Volunteer and Composite Fire Department Equipment and Training Program for \$25,000 worth of new personal safety and firefighting equipment per department. **CARRIED**

**19-11-44 M/S Directors Bertrand/Kennedy** THAT the Board of Directors require that the CCRD donate unwanted fire suppression equipment to the Denny Island Community Development Association in trust for firefighting and the establishment of a CCRD Fire Service area;

AND THAT this resolution be revisited following the vote to establish a Fire Service on Denny Island. **CARRIED**

**(w) Bella Coola Emergency Response Meeting Notes from October 24, 2019**

**19-11-45 M/S Directors Hall/Kennedy** THAT the Bella Coola Emergency Response Meeting Notes from October 24, 2019 meeting be received. **CARRIED**

**(x) Summary of participation in Emergency Preparedness and Business Continuity Conference in Vancouver October 28-31, 2019**

**19-11-46 M/S Directors Northeast/Hall** THAT the Summary of participation in Emergency Preparedness and Business Continuity Conference in Vancouver October 28-31, 2019 be received. **CARRIED**

**GOVERNANCE**

**(y) Vancouver Island Regional Library – 2020 Appointee**

**19-11-47 M/S Director Northeast** THAT the Vancouver Island Regional Library – 2020 Appointee documents be received. **CARRIED**

**19-11-48 M/S Directors Northeast/Hall** THAT the Board of Directors of the Central Coast Regional District appoint Director Kennedy to the VIRL Board of Trustees. **CARRIED**

**19-11-49 M/S Directors Hall/Kennedy** THAT the Board of Directors on the Central Coast Regional District appoint Director Schooner as alternate to the VIRL Board of Trustees. **CARRIED**

Director Northeast nominated Director Kennedy to the Vancouver Island Regional Library Board of Trustees.

Director Hall nominated Chair Schooner as the alternate to the Vancouver Island Regional Library Board of Trustees.

The Board of Directors resolved that Director Kennedy of Area C is the representative for the

Vancouver Island Regional Library Board of Trustees and Director Schooner is the alternate to the same board of trustees.

**(z) AVICC Call for Nomination 2020**

**19-11-50 M/S Directors Kennedy/Northeast** THAT the AVICC Call for Nomination 2020 documents be received. **CARRIED**

**19-11-51 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District appoint Director Hall to the AVICC Executive for the 2020/2021 term. **CARRIED**

Director Kennedy nominated Director Hall for Director at Large for the AVICC 2020, Director Northeast seconds the nomination. Director Hall accepted the nomination.

A recess was taken at 5:38 p.m. for dinner break.

The meeting reconvened at 5:59 p.m.

**(aa) Correspondence for Information: UBCM Convention Session on September 23, 2019 letter from Josh van Loon, Senior Policy Analyst**

**(bb) Correspondence for Information: Congratulatory letter from Todd G. Stone, MLA**

**(cc) Correspondence for Information: Thank you letter from Minister Selina Robinson**

**(dd) Correspondence for Information: Thank you letter from Minister Clair Travena**

**(ee) Correspondence for Information: The Coast Sustainability Trist II 2019 Third Quarter Report**

**(ff) Correspondence for Information: Investigating Lead in some Canadian water worse than flint**

**19-11-52 M/S Directors Kennedy/Northeast** THAT the Correspondence for Information: UBCM Convention Session on September 23, 2019 letter from Josh van Loon, Senior Policy Analyst, Correspondence for Information: Congratulatory letter from Todd G. Stone, MLA, Correspondence for Information: Thank you letter from Minister Selina Robinson, Correspondence for Information: Thank you letter from Minister Claire Travena, Correspondence for Information: The Coast Sustainability Trist II 2019 Third Quarter Report, Correspondence for Information: Investigating Lead in some Canadian water worse than flint be received as a group. **CARRIED**

**(gg) Correspondence for Information: Deadline Extension Request – Community Child Care Space Creation Program**

**19-11-53 M/S Directors Northeast/Kennedy** THAT the Correspondence for Information: Deadline Extension Request – Community Child Care Space Creation Program letter be received. **CARRIED**

## **(C) EXECUTIVE REPORTS**

### **a. Electoral Area Reports**

#### **Chair and Area E Report: Chair Schooner**

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

Chair Schooner shared that he started his 4<sup>th</sup> Year Carpentry Apprentice program through Camosun College, and that is what is taking his time right now. Chair Schooner advised the Board that he won't be able to make the December 2019 meeting because he will be writing his 4<sup>th</sup> year final exam. He thanked the Board for understanding.

Chair Schooner thanked the Board for having him as Chair again and shared that he is very honored to work alongside the rest of the Board.

#### **Area A Report: Director Bertrand**

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

Ocean Falls – Director Bertrand advised the Board that the rainy season has started in the Great Bear Rainforest. He noted that Ocean Falls is currently experiencing some flooding in the old town by the mill sites. Director Bertrand explained his understanding that there are some culverts in the mountain that had been dug out for drainage, which are now overgrown and are causing problems. There are creeks draining down through properties. Now that it is the winter, residents are posting Facebook videos of the water coming through properties. The old church on a rainy day has 4" of water underneath it. Residents are very upset and one is threatening legal action. According to the Ocean Falls Improvement District they are focusing on getting the water system potable again and do not have the capacity to deal with the matter at this time. There is a lot of concern around this. Director Bertrand encouraged the Board to join the Ocean Falls "Embers amongst the Ashes" Facebook page that will show the flooding occurring.

Denny Island – Director Bertrand shared with the Board his understanding that Denny Island recently received a resignation from a significant volunteer firefighter due to the naming of the fire department 'the Shearwater Fire Department.' There has been an expression of reluctance among the local population to deal with a corporately run fire department on Denny Island. Director Bertrand thanked the Board for their support in conducting a feasibility study next year toward potentially establishing a fire department service area for Denny Island.

Director Bertrand shared details of his participation in Remembrance Day Ceremony at the Denny Island Cenotaph where he laid a wreath on behalf of the CCRD. Director Bertrand shared with the Board that his son attended the Ceremony with him and they went to the toy store on Denny Island and purchased balloons and filled them with helium and during amazing grace he let one go. Everyone was very moved and noted his participation was much appreciated.

**19-11-54 M/S Directors Bertrand/Kennedy** THAT the Board of Directors of the Central Coast Regional District approve the expenditures for Remembrance Days Wreaths at Bella Coola and Denny Island. **CARRIED**

Director Bertrand noted that he did not have anything to report regarding the Wuikinuxv community as this time.

**Area B Report: Director Hall**

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

Director Hall advised the Board that there was a successful turn out at the Traditional Heiltsuk Big House opening that lasted for 5 days in October. He noted that Heiltsuk Nation also incorporated a recognition treaty between Haida Nation and Heiltsuk Nation into the ceremonies. Director Hall shared that part of the acknowledgement involved Haida constructing a totem pole with the story about the relationship between Haida and Heiltsuk Nation. The pole is erected in front of the Big House. Director Hall noted that the Heiltsuk Big House is allowing his Nation to conduct traditional Hemas practices, and they now have an actual chiefs' room in the back of the big house. Director Hall shared that there is also a governance structure that aligns with the big house involving a MOU between the Chiefs and the Nation. Director Hall noted that the best part of it all is just being there.

Director Hall shared that he is looking forward to another year with UBCM. He advised the Board that UBCM appointed him Chair of the Indigenous Relations Committee, and that he was looking forward to continuing the work as Chair, as he had been a member of the committee last term. He noted that everyone went away from the recent meetings with a very positive experience. He advised the Board that when the Committee discussed Financing Reconciliation it was from the Minister's perspective. Director Hall noted the value of accessing other group's perspectives and what they have to say about indigenous knowledge.

Director Hall thanked the Board for their nomination of him to serve on the AVICC executive.

**Area C Report: Director Kennedy**

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

Director Kennedy advised the board that after the meeting in October she met with the Agriculture Society and discussed Nuxalk College's Grant Application for a Community Kitchen which they are in full support of and they are going to apply to the same fund in the next intake.

Director Kennedy reported that she also attended the Pool Commission meeting.

Director Kennedy shared that there is a new improve group in the community which is fun, weekly.

Director Kennedy advised the Board that she went to the CCCTA AGM in Barkerville and Wells, BC. It was an excellent meeting. Director Kennedy advised that Board that she currently the Vice Chair of the CCCTA. Chris Nelson was also elected to the Board. She noted that the region has a



lot of representation on the Board as the North Cariboo is not currently represented on the CCCTA Board at all. A lot of speakers spoke about running a tourism business. Director Kennedy noted that she met Tim Miln while at the AGM and had a discussion with him to about how we are being represented and make sure that there the pathways of communication are open and that we are all on the same team, noting he was very receptive to the discussion. Director Kennedy shared that she had invited him to be a delegation at a CCRD to Board meeting so that he and the Board could chat about our representation. Director Kennedy also advised that she had the opportunity to meet the new Indigenous Tourism Coordinator, who works with Indigenous BC and the CCCTA in a new position, and noted it would also be great if she came down to Bella Coola and gave a delegation to the Board.

Director Kennedy shared that she hosted a couple different workshops in Bella Coola through the CCCTA. One workshop was Remarkable Experiences, which is all about starting up businesses and thinking outside the box, how to diversify and market and who we would like to attract as far as experiencers of what the region has to offer. The other workshop was called Grow with Google.

Director Kennedy also advised the Board that she and Chair Schooner attended the Remembrance Day Ceremony in Bella Coola on Monday November 11 noting it was a beautiful ceremony. Director Kennedy expressed community admiration that the ceremony included bag pipes, a parade and a performance of The Last Post, and though it was pouring rain it was a huge turnout.

In December Director Kennedy noted she will be attending the Vancouver Island Regional Library Meeting in Nanaimo and she will be stopping in Williams Lake for a workshop there.

Director Kennedy advised the Board she will also be attending the upcoming Bear Human Conflict Safety Committee meeting.

Director Kennedy advised the Board of upcoming events happening in the Bella Coola Valley including the Arts and Crafts Fair on November 30 and December 1 at Lobelco Hall and Rudolph rock on December 14 at Lobelco Hall.

Director Kennedy shared with the Board that she is getting lots of great feedback on the website.

### **Area D Report: Director Northeast**

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

Director Northeast stated that it's been a very busy time at Nuxalk College. Since the previous Board meeting he has attended 2 meetings with the First Nation's School Association and Indigenous Adult Higher Learning Association. Director Northeast advised the Board that he has been working on a number of development projects for Nuxalk College that he believes will benefit the whole community. He further advised that Nuxalk College has been working on an implementation plan for bringing forward hopes and dreams of having a new building in a few years. Director Northeast further advised that Nuxalk College is also looking at creating an artists' collective program and are working on projects to digitize a number of language resources that

otherwise could be lost in a few years noting that Nuxalk College has been working in collaboration with WKNTC on the language project.

Director Northeast advised that Nuxalk College has put in a funding application for a Community Kitchen and has received all sorts of support from community groups. Nuxalk College would like to be able to run a soup kitchen once a week, be able to teach food preservation, and be able to do training for the hospitality industry, while having better facilities to continue their catering business.

Director Northeast thanked Chair Schooner for allowing his name to stand for another year as CCRD Chair. Director Northeast thanked Director Hall for the opportunity to work with him as the previous Vice Chair and congratulated Director Kennedy on becoming to the new CCRD Vice Chair.

Director Northeast shared that his office is right next to where the GIS Training was taking place and he was able to witness the CCRD sponsored training that was taking place. Director Northeast noted that he was very impressed with the instructors' professionalism, courtesy and respect in delivering the program and particularly their flexibility in accommodating for some protocol issues that arose from a passing in the community.

Director Northeast advised the Board that he does appreciate constituents reaching out to him regarding their issues or concerns. He was asked about the share shed a couple weeks ago and how we might make some improvements. He is looking forward to making the share shed more effective in keeping things out of the landfill. Director Northeast advised that another constituent asked about the proposed dissolution of the Hagensborg Water Improvement District and the conversion. I am thankful for the opportunity to learn about the process and help as things move along. Director Northeast advised that yet another constituent concerned about flood mitigation asked about whether the CCRD was still moving forward with LiDar mapping and Director Northeast was pleased to have been able to seek clarification from Administration and confirm that the project was still moving forward.

Director Northeast thanked the Board for all their hard work that they have been doing.

## **(D) BYLAWS AND POLICIES**

### **a) Bylaws for Review, Revision, Rescind or Adoption**

#### **1) Procedures Bylaw No. 467**

**19-11-55 M/S Directors Bertrand/Northeast** THAT the Procedures Bylaw No. 490 cited as the Central Coast Regional District Board Meeting Procedures Bylaw 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. **CARRIED**

## 2) Untidy & Unsightly Premises Regulation Establishment Bylaw No. 45

The Board discussed the importance of taking a holistic and regional approach to the challenge of derelict properties in the region. The Board further discussed their preference to take steps to rescind the current bylaw and begin afresh with a bylaw they are confident meets current legislative norms and requirements. The Board noted that the recent complainant citing a violation of the antiquated bylaw should be notified that the Board takes the matter of derelict property seriously and when it is realistic to enforce a bylaw not only in the Bella Coola Valley but in Ocean Falls, the CCRD will be revisiting options under the current legislation.

**19-11-56 M/S Directors Northeast/Kennedy** THAT the Board of Directors of the Central Coast Regional District directs Administration to investigate and report back to the Board on steps to properly repeal the bylaw;

AND THAT the Board of Directors directs Administration to notify to the complainant accordingly. **CARRIED**

**Need to do a conversion on Bylaw 45. Patent Bylaw.**

### b) Policies for Review, Revision, Rescind or Adoption

#### 1) Policy A-34 Retention and Destruction of Audio Recordings

**19-11-57 M/S Directors Hall/Kennedy** THAT the Policy A-34 Retention and Destruction of Audio Recordings be amended to state that audio recordings of regularly scheduled board meetings are considered transitory records and will be destroyed up to seven (7) years after production. **CARRIED**

#### 2) Policy A-35 Establishment of New Voluntary Services

**19-11-58 M/S Directors Bertrand/Northeast** THAT the Policy A-35 Establishment of New Voluntary Services be reviewed and approved. **CARRIED**

#### 3) Policy E-1 Committee/Commission Reporting Requirements

**19-11-59 M/S Directors Bertrand/Kennedy** THAT Policy E-1 Committee/Commission Reporting Requirements Preamble be amended to say “responsible to its constituents” rather than “taxpayers.” **CARRIED**

#### 4) Policy E-2 Drinking and Driving – Road Sense

**19-11-60 M/S Directors Hall/Northeast** THAT the Policy E-2 Drinking and Driving – Road Sense be rescinded as recommended. **CARRIED**

**5) Policy E-4 Perspective on Board Operation**

- 19-11-61 M/S Directors Hall/Kennedy** THAT the Policy E-4 Perspective on Board Operations be reviewed and approved. **CARRIED**

**6) Policy E-7 Ethical Standards of Conduct for Elected Officials**

**7) Policy E-8 Respectful Workplace**

- 19-11-62 M/S Directors Bertrand/Kennedy** THAT the Policy E-7 Ethical Standards of Conduct for Elected Officials and Policy E-8 Respectful Workplace to be tabled to the February 2020 Board Meeting. **CARRIED**

- 19-11-63 M/S Directors Hall/Bertrand** THAT the Board of Directors of the Central Coast Regional District remove No.15 from Policy E-7 “Principals of the United Nations Declaration on the Rights of Indigenous People”

AND THAT a new standalone UNDRIP policy be developed. **CARRIED**

**8) Policy E-9 Directors Travel to Board Meetings**

- 19-11-64 M/S Directors Hall/Kennedy** THAT the Policy E-9 Directors Travel to Board Meetings be reviewed and approved. **CARRIED**

**9) Policy A-3 Office Security & File Security**

- 19-11-65 M/S Directors Bertrand/Kennedy** THAT the Policy A-3 Office Security and File Security amend with the recommended adjusted amendments. **CARRIED**

**10) Policy A-5 (a) Prerequisites for Agenda Items – Responding to Complaints**

**11) Policy A-5 (b) Board Meeting Agenda**

**12) Policy A-9 (a) Facilities Inspections Policy – Airport Operations**

**13) Policy A-9 (c) Facilities Inspections Policy – General**

**14) Policy A-10 Filing Disclosures**

**15) Policy A-20 Disposal of Assets**

**16) Policy A-21 Use of Flood Mitigation Resources**

**17) Policy A-22 Safety Management Policy – Bella Coola Airport**

**18) Policy A-27 Disaster Recovery Plan – Information Technology**

- 19-11-66 M/S Directors Bertrand/Hall** THAT Items D) (b) 10-18 be tabled to the December 12, 2019 Board Meeting. **CARRIED**

**19) Policy F-17 Grant In Aid**

Director Bertrand declared a conflict of interest affecting impartiality in consideration of Policy F-17 Grant in Aid:

“With regards to Administration getting feedback from my wife Jess Housty on Policy F-17 Grant In Aid application the matter in item D) (b) 19) Policy F-17 Grant In Aid I disclose that I have an association with the individual providing advice to Administration. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

**19-11-67 M/S Directors Bertrand/Hall** THAT the Policy F-17 Grant In Aid Policy be tabled to the December 2019 Board Meeting and direct staff to inform recipients of this year’s funding of the reporting requirements;

AND THAT that the policy is under review and the board will consider final amendments at the December 2019 Board meeting.

**CARRIED**

**(F) ADJOURNMENT**

**19-11-68 M/S Directors Hall/Northeast** THAT the meeting be adjourned.

**CARRIED**

There being no further business the meeting was adjourned at 7:37 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chief Administrative Officer