



Central Coast

REGIONAL DISTRICT

That we may be good people together

DRAFT REGULAR BOARD MEETING MINUTES

DATE: April 7, 2022

ATTENTION

Board Meeting

MAY 12 2021

CCRD ITEM (A)(a)

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 7, 2022

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

PART I – INTRODUCTION

1. Call to Order

Quorum was declared, and Chair Kennedy called the meeting to order at 9:11 a.m. and acknowledged the territories of the Nuxalk Nation, Heiltsuk Nation, and Wuikinuxv Nation, and respective First Nations territories on which CCRD provides services. Chair Kennedy advised that the meeting was being recorded and would be made available to the public on the regional district website (ccrd.ca).

2. Adoption of Agenda

- 22-04-01 M/S Directors Bertrand/Schooner** THAT the Agenda be adopted as amended by the addition of the Denny Island Water Service Report, UBCM nomination for Director Hall, the 2020 FireSmart Community Funding & Supports Grant and tabling the Denny Island Airport Long-Term Plan Discussion and UBCM Policy to the next Board meeting. **CARRIED UNANIMOUSLY**

(A) ADOPTION OF MINUTES

a) Special Board Meeting March 21, 2022

- 22-04-02 M/S Directors Northeast/Hall** THAT the minutes from the March 21, 2022 Board Meeting be adopted as presented. **CARRIED UNANIMOUSLY**

b) Regular Board Meeting March 10, 2022

- 22-04-03 M/S Directors Schooner/Hall** THAT the Special Board Meeting minutes dated March 10, 2022 be adopted as presented. **CARRIED UNANIMOUSLY**

PART II – LOCAL GOVERNANCE

(B) BYLAWS AND POLICIES

a) Request for Decision: Bylaws for Review, Revision, Rescind or Adoption

1) Central Coast Veterinary Services Public Hearing Report

2) Central Coast Veterinary Services Rezone Bylaw No. 511

22-04-04 M/S Directors Schooner/Hall THAT Bylaw #511, cited as the “Bella Coola Valley Zoning Amendment Bylaw No. 511, 2022”, be now read a third time. **CARRIED UNANIMOUSLY**

22-04-05 M/S Directors Schooner/Northeast THAT Bylaw #511, cited as the “Bella Coola Valley Zoning Amendment Bylaw No. 511, 2022”, having been reconsidered and having met all prerequisites for final adoption be now finally adopted, sealed and signed by the Chair and the person responsible for corporate administration. **CARRIED UNANIMOUSLY**

3) Hagensborg Water Service Parcel Tax Bylaw No. 513

22-04-06 M/S Directors Northeast/Hall THAT Bylaw 513, cited as the “Hagensborg Water Service Parcel Tax Bylaw No. 513, 2022” be now introduced and read a first time. **CARRIED UNANIMOUSLY**

22-04-07 M/S Directors Hall/Schooner THAT Bylaw 513, cited as the “Hagensborg Water Service Parcel Tax Bylaw No. 513, 2022” having been given due and detailed consideration by the Board, be now read a second and third time. **CARRIED UNANIMOUSLY**

22-04-08 M/S Directors Hall/Schooner THAT Bylaw 513, cited as the “Hagensborg Water Service Parcel Tax Bylaw No. 513, 2022” having been reconsidered and having met all prerequisites for final adoption be now finally adopted, sealed, and signed by the Chair and the Person responsible for corporate administration. **CARRIED UNANIMOUSLY**

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Financial Services

(a) Budget vs Variance Report Jan-Mar 2022

(b) Attachment to the Variance Report – Revenue vs Actual Jan-Mar 2022

(c) Parcel Tax Review Panel

22-04-09 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District appoints a Parcel Tax Toll Review Panel and the chair of the review panel as follows: Area C Director as Chair, Area D Director as member, and the Chief Financial Officer. **CARRIED UNANIMOUSLY**

(d) RFD: CCRD 2021 Consolidated Financial Statements and Representation Letter

22-04-10 M/S Directors Northeast/Hall THAT the Board of Directors of the Central Coast Regional District authorize the CCRD 2021 Consolidated Financial Statements prepared by KPMG.

CARRIED UNANIMOUSLY

22-04-11 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District authorize the Draft Representation Letter to KPMG regarding the CCRD 2021 Audit Findings Report.

CARRIED UNANIMOUSLY

(e) Presentation to the Board by KPMG Representatives and CCRD Audit Findings Report for the Year Ended December 2021

Micaela Roque, Engagement Partner with KPMG, spoke to the Audit Findings Report for the year ended December 31, 2021. Areas of focus for financial reporting included revenue and deferred revenue, expenses, including payroll, tangible capital assets, landfill closure and post-closure liability, and the Hagensborg Waterworks District transfer.

Asset Retirement Obligations (PS 3280) is a new accounting standard that will be effective on or after April 1, 2022. Administration will be undertaking the activities associated with these obligations.

(f) CCRD 2021 Consolidated Financial Statements

Micaela Roque noted that KPMG has provided a clean audit opinion for the current year. There is an increase of financial assets from 2020 of \$4,132,567 to 2021 \$6,069,654 due to the consolidation of the Hagensborg Waterworks District.

There was a qualification in the audit for a number of years because the landfill closure and post-closure liability was light and had not been fully assessed for the future costs of closure and post-closure. This year having an engineer assess the situation, KPMG was comfortable with what was received. This qualification is now gone.

The accumulated surplus is what has been accumulated since the beginning of the regional district. Now it is \$7,160,279. Some is tied up in reserves or assets.

The Board recessed at 10:50 am
The Board reconvened at 11:02 am

The Board noted the connectivity grant mention for \$4,687 and enquired as to which grant this was. CFO Byun noted that it was for the Regional Connectivity Grant provided by Rural Dividend. The award was \$10,000 and some money was spent in the outer coast in 2019 or 2020. CFO Byun will look at the funding agreement to verify the scope of work as the Board questioned whether the remaining funds can go toward the Connected Coast initiative.

The Board also asked about investments and is curious whether the CCRD is ethically investing. Ms. Roque noted that there are limits and restrictions to investing and utilize the Municipal Finance Authority (MFA). There is half a million dollars in bond funds. There are no actual equity investments. CFO Byun added that term deposits are with the Williams Lake and District Credit Union (WLDCU). Determinations are made by looking at MFA and WLDCU on which interest rate is more beneficial. Director Hall noted that the MFA invests funding to generate income to provide interest rates. CFO Byun further noted that the CCRD invests funding into certain products because money is tied into different projects with 1-2 years to finish projects. Investments help generate interest; otherwise there is not a lot of room to robustly invest in anything.

(g) CCRD Representation Letter to KPMG

Administrative Services

(h) Local Government Elections Report

- 22-04-12 M/S Directors Hall/Schooner THAT the Board of Directors of the Central Coast Regional District appoints Evangeline Hanuse as Chief Election Officer for conducting the 2022 General Local Election with power to appoint other election officials as required for the administration and conduct of the 2022 General Local Election pursuant to Section 58(1) and (2) of the *Local Government Act*.

CARRIED UNANIMOUSLY

- 22-04-13 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District direct Administration to conduct an election information campaign would like a key 2022 election page be developed on the ccrd.ca website and that bulletins be posted in the Outer Coast.

CARRIED UNANIMOUSLY

Community & Development Services

(i) RFD: Grant in Aid Allocations for 2022

- 22-04-14 M/S Directors Schooner/Hall THAT the Board of Directors of the Central Coast Regional District resolve that Grant in Aid funds be distributed as follows:

Applicant	Area	Request	Approved
Bella Coola Festival of the Arts	C, D & E	300	300
Bella Coola Valley Arts Council	C, D & E	500	500
Lobelco Community Club	C, D & E	1,500	1,170
Bella Coola Valley Ridge Riders	C, D & E	4,000	3,120
Bella Coola Community Support Society	C, D & E	5,000	3,900
SHED Society	All Areas	5,000	3,900
Denny Island Community Development Association	A	5,152	4,018
Bella Coola Valley Sustainable Agricultural Society	C, D & E	8,600	6,532
TOTAL		\$ 30,052	\$ 23,440

CARRIED UNANIMOUSLY

- (j) Denny Island Recreation Commission Minutes March 30, 2022

- (k) Denny Island Recreation Commission Minutes January 19, 2022

- (l) 2019 Indigenous Cultural Safety and Cultural Humility Grant

(m) LATE ITEM – 2020 FireSmart Community Funding & Supports Grant**(n) Denny Island Water Service Update**

Operations Manager Ken McIlwain noted that there has been delay getting the water treatment plant moved on site. Contracts have been awarded through SD49 for the well commissioning and electrical works. There is more work underway in terms of trenching and water main insulation between water treatment site and SD49 properties. There has been equipment breakdown. The focus is completing the SD49 portion of the water system.

Land Use and Planning Services**(o) Referral: Subdivision**

- 22-04-15** **M/S Directors Schooner/Northeast** THAT the Board of Directors of the Central Coast Regional District authorizes Administration to submit the recommended comments and considerations regarding the Subdivision application for Douglas Drive and Highway 20 to the Ministry of Transportation and Infrastructure with emphasis on consultation with the Nuxalk Nation.
CARRIED UNANIMOUSLY
- 22-04-16** **M/S Directors Hall/Bertrand** THAT the Board of Directors of the Central Coast Regional District requests that the Owner of the Subdivision on LOT 1, SECTION 10, TOWNSHIP 4, RANGE 3, COAST DISTRICT, PLAN 21093, EXCEPT PART IN PLANS 30348 and 40080, provide 5% of the subdivided land as park land to the Central Coast Regional District.
CARRIED UNANIMOUSLY
- 22-04-17** **M/S Directors Schooner/Northeast** THAT the Board request the Province to refer to the Nuxalk Nation to provide comment on the subdivision application and archaeological impact assessments be met.
CARRIED UNANIMOUSLY

The Board noted that the CCRD should make things easier as possible to subdivide rather than try to make the process more difficult.

The Board recessed at 11:49 am
The Board reconvened at 12:24 pm

Governance**(p) UBCM Director at Large**

- 22-04-18** **M/S Directors Schooner/Northeast** THAT the Board of Directors of the Central Coast Regional District will nominate Director Hall as Director at Large for UBCM when the opportunity arises.
CARRIED UNANIMOUSLY

(q) Correspondence for Information – 2021 Resolution Referred to UBCM Executive**(r) Correspondence for Information – AVICC Earth Week Challenge – April 2022****(s) Correspondence for Information – BC Wildfires Petition – Letter of Support****(t) Correspondence for Information – MPIAC January 31, 2022 Follow up for Review**

(u) Correspondence for Information – Invitation to Emergency Management Roundtable

The board received the above correspondence for information.

(D) EXECUTIVE REPORTS

(a) Electoral Area Reports

i.) Chair and Area C Report

Chair Kennedy reported that she was fortunate to attend the Chair and CAO Forum, the AVICC AGM and the Electoral Area Director's Forum. Meeting colleagues and counterparts in person was a great experience after two years of working remotely. Chair Kennedy congratulated Director Hall for being nominated Director at Large with AVICC and gave thanks for the work he continues doing.

Of importance was a meeting with Nuxalk Nation Chief and Council, facilitated by EMBC, regarding the partnership and MOU. It is noted how systems can break down during emergencies. Communication challenges affected relationships and Chair Kennedy feels positive about moving forward and acknowledged Chief and Council for willingness to come back to the table. Chair Kennedy also acknowledged David Schadt and Ryan Wainwright of EMBC in helping bring the parties together.

For the past few weeks BCGEU staff members with the Vancouver Island Regional Library have been on strike at a number of branches. The Bella Coola branch has not been affected. However, there are local CUPE staff members so if there was job action, librarians could not cross the lines. Negotiations are ongoing but there is still a lot of work before an agreement will be reached.

Gratitude and thanks were extended to CCRD staff, especially Louise Hopkins for organizing travel logistics for meetings and CAO Slingerland for keeping the Directors on track at the various meetings attended. Chair Kennedy is feeling positive and inspired from events attended and it is good to keep that feeling after enduring the last two difficult years.

ii.) Area A Report

Director Bertrand congratulated Director Hall and expressed being impressed by how well Director Hall is regarded by his peers at AVICC. At AVICC Director Bertrand and CAO Slingerland attended meetings regarding the Ocean Falls Revitalization Committee as well as with BC Assessment and FLNRO regarding foreshore leases on the central coast. BC Assessment recognized their mistakes and missing information and are looking to fill gaps. This will hopefully lead to increase revenue for the regional district as well as an opportunity for First Nations to have conversations with dock owners. Director Bertrand noted that the new Minister of Environment Josie Osborne would be interested in the issue and at the next regular board meeting support will be sought to garner a UBCM minister's meeting.

iii.) Area B Report

Director Hall expressed gratitude to having been re-elected to AVICC. There is a sense of reinvigoration after being isolated for so long due to the pandemic. Director Hall thanked everyone for their compliments and congratulations.

In Area B there is a lot of support for fishermen going on the water right now. As well, the All Native Basketball tournament is happening right now in Prince Rupert which is great to see.

iv.) Area D Report

Director Northeast noted that spring has arrived and COVID restrictions are now loosening. Hopefully business can take place as usual. There seems to be an increase in zoning and subdivision requests and Director Northeast believes that there is confidence the Board and Administration can handle these items. The CCRD is a great place to work and it is hoped that if the public feel they would like to apply, there are a few jobs that have come available.

In terms of decision making, we can see how decisions made 30 years ago have various impacts today such as environmental. When moving forward we must think about the impact of our actions and decisions on the next generation. We must not solely serve ourselves, but also those around us. Every decision made has an impact on someone else. Decisions are made on land development, economic development and emergency management. Be vigilant and let us not repeat the mistakes of the past.

v.) Area E Report

Director Schooner acknowledged the First Nations territories that the meeting is taking place on, as well as the territories the CCRD does work in. Director Schooner acknowledged Director Hall for his AVICC nomination.

Director Schooner noted that he first started with the CCRD as an Alternate Director and things were not rosy back then. Over the years the Directors have done a lot of work in terms of reconciliation and working with First Nations. Not that long ago there were racial comments being emitted toward a Director. Echoed were the sentiments from Director Northeast about choices made and the effects of others down the road.

It is hoped that the future leaders will soon be equipped with leadership. Director Schooner will not be running as a Director in the next election. There have been a lot of amazing people that have crossed paths in the organization and it was an honour to work with them.

22-04-19 M/S Directors Schooner/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) (c) labour relations or other employee relations, 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality, and 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary states and that, in view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

22-04-20 [IC Release]: THAT the Board of Directors of the Central Coast Regional District approve CCRD administration to enter into a contract with BW Bonn Interiors for Design-Build services to complete renovations and upgrades to the Bella Coola Airport Terminal Building in an amount not to exceed \$335,000.

CARRIED UNANIMOUSLY

(E) ADJOURNMENT

22-04-20 M/S Directors Hall/Schooner THAT the meeting be adjourned.

CARRIED UNANIMOUSLY

Chair

Corporate Officer