

CENTRAL COAST REGIONAL DISTRICT

"Our Vision for the Central Coast Regional District is an inclusive, resilient and sustainable group of communities thriving within a locally influenced, safe, healthy and natural environment"

REGULAR BOARD MEETING MINUTES – December 8, 2011, 10:00 am

In Attendance:	Electoral Area A	Director Cathi McCullagh
	Electoral Area B	Director Rhoda Bolton (portion by phone)
	Electoral Area B	Alt. Director Reg Moody (portion)
	Electoral Area C	Chair Brian Lande
	Electoral Area E	Director David Anderson (portion)
Staff:	Chief Administrative Officer	Joy Mackay
	Chief Financial Officer	Donna Mikkelsen (Recording Sec.)
	Emergency Coordinator	Stephen Waugh (Portion)

PART I - INTRODUCTION

1. Call to Order

CAO Joy Mackay called the meeting to order at 10:20 a.m.

2. Oaths of Office (Electoral Areas A, C, D, E)

CAO Joy Mackay administered the Oaths of Office to Directors Anderson, Lande and McCullagh. Signed documents were presented for filing.

3. Appointment of Director for Area B and Oath of Office

11-12-01 M/S Directors McCullagh/Lande that Rhoda Bolton be appointed as Director for Electoral Area B. **CARRIED**

4. Election of Chair and Vice Chair

CAO Joy Mackay conducted the elections for the positions of Chair and Vice Chair.

The CAO called for nominations for the position of Chair. Director McCullagh nominated Director Lande. Director Lande agreed to let his name stand. Director Bolton seconded the nomination.

The CAO called a second time for nominations for the position of Chair. Director Anderson nominated Director McCullagh. Director McCullagh declined to let her name stand.

The CAO called a third and final time for nominations for the position of Chair. No more

nominations were made and Director Lande was declared Chair. Director Anderson was not in favour.

The CAO called for nominations for the position of Vice Chair. Director Lande nominated Director McCullagh. Director Bolton seconded the nomination. Director McCullagh agreed to let her name stand.

The CAO called a second time for nominations for the position of Vice Chair.

The CAO called a third and final time for nominations for the position of Vice Chair. No more nominations were made, and Director McCullagh was declared Vice Chair.

Director Lande assumed the Chair and the oath of office was administered to Alternate Director Reg Moody. The signed document was presented for filing. Director Bolton disconnected from the meeting and Alternate Director Moody assumed her seat.

5. Adoption of Agenda

Director McCullagh moved that the agenda be adopted as presented. There was no seconder to the motion.

Director Anderson moved that the agenda be amended to include opening remarks by Directors. There was no seconder to the motion.

11-12-02 M/S Directors McCullagh/Moody that the agenda be adopted as presented.
CARRIED

Director Anderson left the meeting at 10:30 a.m.

6. 2012 Board Meeting Calendar

11-12-03 M/S Directors Moody/McCullagh that the schedule of board meetings for 2012 be amended to change the February 9th meeting to February 7th; further that a Strategic Planning workshop be scheduled to be held on February 7, 2012 provided that Director-elect Tallio and Director Bolton are available and that Bella Coola Air will be in operation after their winter shutdown.

CARRIED

(IC) IN CAMERA MATTERS

11-12-04 M/S Directors Moody/McCullagh that the meeting move in camera for consideration of labour, land and legal matters, pursuant to section 793(7) of the *Local Government Act*.

CARRIED

RECONVENE

The regular meeting reconvened at 10:50 a.m.

PART II – POLICY MATTERS

(B) LOCAL GOVERNANCE MATTERS

Administrative Services

(a) Report to Local Government – 2011 General Local Election

The Report to Local Government includes results of the November elections from the Chief Election Officer to both the School Board and the Central Coast Regional District Board.

11-12-05 M/S Directors McCullagh/Moody that the Report to Local Government regarding the 2011 general local election be received as presented.
CARRIED

(b) Appointments to Committees, Commissions and Affiliated Organizations

11-12-06 M/S Directors McCullagh/Moody that the following appointments be made:

Centennial Pool Commission: Chair Lande, Karen Lansdowne, Joan Cole, Margaret Nash, Nicola Koroluk, Brad Koroluk, Janice Kyle

Bella Coola Airport Commission: Chair Lande (until such time as other appointments may be made), Marisa Blewett

Denny Island Airport Commission: Director McCullagh, Doug Sharkey, Ingmar Lee, John Gerry, Clinton Coutts, Craig Widsten

Denny Island Recreation Commission: Director McCullagh, Mark Schlichting, Jean Wood, Pete Kovanda, Jayme Kennedy, John Guillote, Sharon Beloin

Bella Coola Parks and Recreation: Caroline Granander, Croydon Lansdowne

Agricultural Advisory Committee: Dianne Tuck, Christina Mecham

Emergency Executive Committee: Chair Lande, CAO, Emergency Coordinator, Roger Harris (Nuxalk Nation), Alternate Ernie Tallio (Nuxalk Nation)

Fire Department Executive Committee: Fred Sorensen (Fire Chief), Gilles Dionne (Deputy Fire Chief), Janice Kyle (Secretary). Board representative to be considered at the next board meeting.

Coast Sustainability Trust Regional Steering Committee: Chair Lande and Director McCullagh.

Bella Coola Harbour Authority: To be considered at the next board meeting.

Bella Coola Watershed Conservation Society: Chair Lande

Municipal Finance Authority: Chair Lande. Alternate to be considered at the next board meeting.

Municipal Insurance Association: Chair Lande, Director McCullagh (Alternate)

Vancouver Island Regional Library: Director McCullagh, Chair Lande (Alternate)

Bella Coola Resource Society: Chair Lande

Northern Development Initiative Trust: Chair Lande

Bella Coola Valley Tourism: Chair Lande. To be reconsidered at the next board meeting.

Coastal Community Network: Chair Lande CARRIED

(c) Coastal First Nations – Application to Northern Development Initiative Trust

11-12-07 M/S Directors McCullagh/Moody that two proposals (one for a feasibility study and the other for a marketing initiative) supporting aspects of the same project "Coastal First Nations - Building a Regional Conifer Essential Oils Industry" by the Great Bear Initiative Society (proponent), be supported and that the Central Coast Regional District approve the request for 1/3 of \$40,000 from the Northern Development Initiative Trust (NDI) in association

with the Kitimat-Stikine and Skeena-Queen Charlotte Regional Districts.
CARRIED

(d) Bella Coola Harbour Authority – Application for Funding to Enterprising Non Profits (ENP)

Chair Lande declared a conflict of interest in the matter of the Harbour Authority's application to ENP in the amount of \$5,000 (50% of \$10,000) for a grant to develop a five year plan. Therefore, a quorum was not present for further consideration. The application is tabled until such time as a quorum is present.

(e) Centennial Pool Commission – Application to Community Recreation Program

11-12-08 M/S Directors McCullagh/Moody that the application for funding in the amount of \$203,000 from the Central Coast Regional District (Centennial Pool Commission) to support upgrades to the Centennial Pool facility (including a hot tub and multi-use area) be approved for submission to the provincial Community Recreation Program, subject to staff review and confirmation.
CARRIED

(f) Bella Coola General Hospital – Application to Community Recreation Program

11-12-09 M/S Directors Moody/McCullagh that the application for funding in the amount of \$1,138,000 from Frontier Resource Management in association with the Nuxalk Nation and Bella Coola Valley Health Services, to support a multi-use trail between Four Mile and the Bella Coola town site, be supported in principle and subject to further cost refinement and details associated with ownership and ongoing maintenance.
CARRIED

(g) Heiltsuk Tribal Council – Application to Community Recreation Program

11-12-10 M/S Directors McCullagh/Moody that the application for funding in the amount of \$3,196,280 from the Heiltsuk Tribal Council in partnership with the Central Coast Regional District, to support a Youth Recreation Centre, be supported in principle and subject to further cost refinement and details associated with ownership and ongoing maintenance.
CARRIED

(h) Age Friendly Communities Funding – Application for Funding for Seniors' Programs in the Bella Coola Valley

11-12-11 M/S Directors Moody/McCullagh that the application to the Union of BC Municipalities Age-Friendly Communities Program for funding in the amount of \$20,000.00 to support wellness programs for seniors in the Bella Coola Valley be supported, subject to confirmation from Bella Coola Valley Health

Services of its willingness to administer the funding on behalf of the regional district.

CARRIED

Development Services

(i) Land Use Planning – November 2011 - Report

The monthly Land Use Planning Report tracks inquiries and applications associated with regional district zoning, subdivision, land referrals, maps and plans.

11-12-12 M/S Directors McCullagh/Moody that the Land Use Planning Report for the month of November 2011 be received.

CARRIED

Leisure Services

(j) Centennial Pool Commission – November 26, 2011 Meeting Minutes

The Pool Commission met to discuss end of season closing and winterizing requirements being undertaken by New Waves Pool and Spa in association with a local maintenance worker. They also worked on budget development and submission, grant preparation (Community Recreation Program), current and future needs.

11-12-13 M/S Directors Moody/McCullagh that the minutes of the November 26, 2011 Centennial Pool Commission meeting be received.

CARRIED

(k) Denny Island Recreation Commission – November 8, 2011 Meeting Minutes

The Denny Island Recreation Commission is working on program development and scheduling at the gym. They discussed Commission continuing and new representation and upcoming events as well as a review of the 2012 proposed budget.

11-12-14 M/S McCullagh/Moody that the minutes from the November 8, 2011 Denny Island Recreation Commission meeting be received.

CARRIED

Protective Services

(l) Emergency Planning – November 2011 Monthly Report

EPC Waugh's monthly report contained information on the heavy rainfall/slide event at the end of November, community recovery activities, flood mitigation activities, enhanced flood response capacity activities, access initiatives and associated flood recovery operations. He also reported on his presentation to the 24th Annual Emergency Preparedness Conference in Vancouver, which was well received.

11-12-15 M/S Directors Moody/McCullagh that the November 2011 Emergency Management Report be received.

CARRIED

(m) Emergency Planning – Bella Coola Flood Response Advisory Committee (FRAC)

The role of the FRAC is to advise the regional district with respect to the proposed use of funds provided by Emergency Management BC for enhanced flood response activities and to contribute to discussion and establishment of priorities and recommendations no later than December 31, 2011.

11-12-16 M/S Directors McCullagh/Moody that the Terms of Reference of the Bella Coola Flood Response Advisory Committee (FRAC) be extended to February 29, 2012.

CARRIED

(n) Emergency Planning – Letter from Minister of Public Safety/Solicitor General regarding Flood Protection

As a follow up to the Solicitor and Attorney General's meeting at the Union of BC Municipalities convention with Chair Christine Hyde, Shirley Bond wrote to advise of additional provincial resource contacts to facilitate and coordinate efforts across entities.

11-12-17 M/S Directors Moody/McCullagh that the letter from the Honourable Shirley Bond, Minister of Public Safety/Solicitor General be received.

CARRIED

Transportation Services

(o) Transportation Services – November 2011 Report

The November report contains information on current initiatives and work being done by staff in relation to the Bella Coola and Denny Island Airports.

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

11-12-18 M/S Directors McCullagh/Moody that the Transportation Services Report for the month of November 2011 be received.

CARRIED

(p) Bella Coola Airport – Proposal to Install Vending Machine

11-12-19 M/S Directors McCullagh/Moody that staff be authorized to negotiate an agreement for the provision of a vending machine at the Bella Coola Airport.

CARRIED

(q) Denny Island Airport – November 17, 2011 Meeting Minutes

The Denny Island Airport Commission met in November to discuss 2012 budget projections and new or continuing membership.

11-12-20 M/S Directors Moody/McCullagh that the minutes of the November 17, 2011 Denny Island Airport Commission meeting be received.

CARRIED

PART III– PUBLIC CONSULTATION

- 1. Shearwater Water Committee** – Request to Establish Service Area for Provision of Water Services on Denny Island

Craig Widsten from the Shearwater Water Committee joined the meeting at 11:45 a.m. Discussion was held on the results of the recent survey of property owners on Denny Island. Given the support expressed for the establishment of a service area for provision of water to the Shearwater Community on Denny Island, and given that the majority of residents of the Greater Denny Island Community do not appear to support an expanded water treatment and distribution system, the following resolution was carried:

11-12-21 M/S Directors Moody/McCullagh that staff be directed to proceed with identification and implementation of the requirements to establish a service area for provision of water to the Shearwater Community, pursuant to CCRD Policy A-25 Establishment of New Service Areas.

CARRIED

If the proposal is deemed to be generally feasible, the boundaries of the proposed local service area will be clearly established and a map of the proposed local service area will be prepared.

RECESS

A recess was called at 11:55am

RECONVENE

The regular meeting reconvened at 1:05 p.m.

PART IV– GENERAL BUSINESS

(C) ADOPTION OF MINUTES

(a) November 10, 2011 - Regular Meeting

11-12-22 M/S Directors Moody/McCullagh that the minutes of the regular meeting held November 10, 2011 be adopted as presented.

CARRIED

(D) GENERAL CORRESPONDENCE

(a) Ministry of Community, Sport and Cultural Development – Letter from the Minister

As a follow up to the meeting at the Union of BC Municipalities convention with Chair Hyde, the Minister wrote to encourage contact with the RuralBC Secretariat, Ministry of Jobs, Tourism and Innovation to advance regional district Strategic Plan implementation.

11-12-23 M/S Directors McCullagh/Moody that the letter from the Honourable Ida Chong, Minister of Community, Sport and Cultural Development be received.

CARRIED

(E) GENERAL REPORTS

(a) VIRL Update – November 2011

The Vancouver Island Regional Library provided a brief update of current activities, including the plans for a new location for the Bella Coola Branch. They also advised of the five meeting dates of the board of directors for 2012.

11-12-24 M/S Directors McCullagh/Moody that the VIRL Update for the month of November 2011 be received.

CARRIED

(b) Administration Report – November 2011

The November Administration Report updated the board on staff activity. Considerable time was spent on financial plans and election administration in addition to routine matters involving the Thorsen Creek Waste and Recycling Centre, the Swimming Pool and Emergency Management.

11-12-25 M/S Directors Moody/McCullagh that the Administration Report for the month of November 2011 be received.

CARRIED

(F) FINANCIAL REPORTS

(a) Financial Plan Update – January - November 2011

The current year financial information was presented against the budgeted figures for 2011. The regional district is anxious to finalize the funding from the Disaster Financial Assistance (DFA) program in relation to damages sustained in the September 2010 flood which caused destruction at the Swimming Pool, Bella Coola Airport and Bella Coola Parks and Recreation facilities.

11-12-26 M/S Directors McCullagh/Moody that the Financial Update for the period January - November 2011 be received.

CARRIED

(b) Preliminary Financial Plan: 2012-2016

The preliminary financial plan was presented as a starting point for discussions. The regional districts 2012 work plan will inform the drafting of the next presentation after the Strategic Planning session is held in February 2012. The financial plan must be adopted prior to March 31, 2012.

11-12-27 M/S Directors McCullagh/Moody that the 2012-2016 Preliminary Financial Plan be received.

CARRIED

(c) Purchase Authorization - 2012

Expenditures in excess of \$10,000 must be approved by the board of directors, and must be also included in the regional district's financial plan.

11-12-28 M/S Directors Moody/McCullagh that the following purchases be authorized for the year 2012, pursuant to the regional district's Purchase Authorization

Policy F-12: PMT Chartered Accountants - \$19,000.00; Vancouver Island Regional Library - \$43,788.00; Nuxalk Nation - \$21,275.00

CARRIED

(G) REFERRALS FROM OTHER AGENCIES

None

(H) BYLAWS AND POLICIES

All bylaws this month are part of the regional district's policy development component of the Strategic Plan. Conversion and establishing bylaws provide the authority to undertake the following services by bylaws which replace the outdated Supplementary Letters Patent for the same services. The bylaws provide for a maximum tax levy rate, and clearly defined electoral area participation.

- (a) **Central Coast Regional District Bylaw No. 407** – Central Coast Regional District Regional Parks Conversion and Service Establishment Bylaw No. 407, 2011
- 11-12-29 M/S Directors McCullagh/Moody that Central Coast Regional District Bylaw No. 407, being a bylaw to convert the function of Regional Parks to a Regional Parks service area in Electoral Areas A, B, C, D & E of the Central Coast Regional District, be now read a third time.
CARRIED
- (b) **Central Coast Regional District Bylaw No. 409** – Swimming Pool Conversion and Service Establishment Bylaw No. 409, 2011
- 11-12-30 M/S Directors Moody/McCullagh that Central Coast Regional District Bylaw No. 409, 2011, being a bylaw to establish a local service area within Electoral Areas C, D, & E to provide for a community swimming pool be now read a third time as amended.
CARRIED
- (c) **Central Coast Regional District Bylaw No. 410** – Bella Coola Airport Conversion and Service Establishment Bylaw No. 410, 2011
- 11-12-31 M/S Directors Moody/McCullagh that Central Coast Regional District Bylaw No. 410, 2011, being a bylaw to establish a local service area within Electoral Areas C, D & E, to provided for the operation of an airport be now read a third time as amended.
CARRIED

(d) Central Coast Regional District Bylaw No. 411 – Central Coast Regional District Economic Development Conversion and Service Establishment Bylaw No. 411, 2011

11-12-32 M/S Directors McCullagh/Moody that Central Coast Regional District Bylaw No. 411, being a bylaw to convert the function of Economic Development Commission to an Economic Development service area in Electoral Areas A, B, C, D & E of the Central Coast Regional District, now read a third time as amended.

CARRIED

(I) BUSINESS BY ELECTORAL AREA DIRECTOR

Area A

Director McCullagh reported on the community's wishes to have a community fitness centre which would involve purchasing a trailer and placing it on the Enterprise Centre property. The facility would be owned by the Denny Island Community Development Association (DICDA).

Concerns continue in the community regarding reliable and adequate internet service. The Central Coast Chamber of Commerce is working with Telus. 90% of homes on Denny Island have very little or no internet service. She requested a letter of support from the regional district and this was supported as part of the CCRD Emergency Management program.

Director McCullagh is interested in obtaining health benefits and was advised that they may be available to the Central Coast Chamber of Commerce through the BC Chamber of Commerce.

Area B

Director Moody inquired as to the regional district's formal position on the Enbridge Project and a possible moratorium on tanker traffic. Through the Emergency Program's Hazard and Risk Vulnerability Assessment, the potential for oil spills has been identified as a serious threat in Electoral Areas A & B in particular.

11-12-33 M/S Directors Moody/McCullagh that the Central Coast Regional District formally oppose the Enbridge Pipeline project.

CARRIED

Area C

(a) Pacific North Coast Integrated Marine Planning Area – Access to funding for Engagement

Chair Lande reported on funding availability for participation in this planning process. First Nations communities are already represented, but there may be an option for additional participation from a regional district representative. Director McCullagh knows of individuals who would be interested in taking part and she will follow up with Chair Lande in this regard.

(J) MATTERS BROUGHT OUT OF CAMERA

(a) In Camera Resolution No. 11-04-02ICS

11-12-34 M/S Directors Moody/McCullagh that Resolution No. 11-04-02ICS from the April 21 In Camera meeting be now released from in camera as follows:

11-04-02ICS *M/S Directors Lande/O'Neill*

BE IT RESOLVED THAT an Offer to Purchase be submitted to Travdent Enterprises Inc. in relation to the premises located at 628 Cliff Street in Bella Coola (the “Property”), in an amount no greater than the list price of \$159,000, subject to reviewing the title to the Property and all encumbrances thereon, including unregistered tenancy agreements; and

BE IT FURTHER RESOLVED THAT an application to the Community Works Fund in the amount of \$200,448 to be utilized for the purchase and renovation of the Property for the purpose of permanently locating the regional district administration offices be approved.

CARRIED UNANIMOUSLY

CARRIED

(K) ADJOURNMENT

There being no further business the meeting was adjourned at 2:15 p.m.

Chair

Administrator