



CENTRAL COAST REGIONAL DISTRICT  
REGULAR BOARD MEETING MINUTES

DATE: April 9, 2015

**ATTENTION**

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

REGULAR BOARD MEETING MINUTES April 9, 2015

In Attendance:	Electoral Area A	Director Cathi McCullagh
	Electoral Area B	Chair Reg Moody-Humchitt
	Electoral Area C	Director Alison Sayers
	Electoral Area D	Director Richard Hall
	Electoral Area E	Director Sam Schooner
	Acting CAO/CFO	Donna Mikkelson
	Public Works Manager	Ken McIlwain (portion)
	Recording Secretary	Cheryl Waugh

Two members of the public

**PART I - INTRODUCTION**

1. **Call to Order**

Chair Moody-Humchitt called the meeting to order at 9:30 a.m.

a) (Opening Reflection/Prayer)

Chair Moody-Humchitt offered the opening prayer

2. **Adoption of Agenda**

b) (Introduction of late items)

- 15-04-01** M/S Directors McCullagh/Hall that the following items from the March 12, 2015 board meeting be added under General Correspondence as item (F)(a) Letter from Tom Mesi and item (F)(b) Request from Nathan Cullen and that the agenda be adopted as amended.  
**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 interest during the meeting when the matter is discussed.

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.

(A) **IN CAMERA MATTERS**

No matters were released from in camera

(B) **ADOPTION OF MINUTES**

a) Regular Board Meeting March 12, 2015

- 15-04-02** M/S Directors McCullagh/Sayers that the minutes of the Regular Board meeting dated March 12, 2015 be adopted.

**CARRIED**

The following item was moved forward:

**Administrative Services**

- a) Chief Administrative Officer Report - dated April 1, 2015

Chief Administrative Officer Report highlights:

- The endorsed CCRD Integrated Strategic Plan 2015-2019 is now available on the CCRD website at [www.ccrd-bc.ca](http://www.ccrd-bc.ca)
- Interviews have been completed for a local government intern and we are now waiting for confirmation on which intern will be available for the CCRD. This position is made possible through the Northern Development Initiative Trust Local Government Internship Grant.
- On behalf of the CCRD board of directors, a letter of congratulations was sent to Chief Wally Webber and his council, on their election success.
- The Chair of the BC Ferry Authority has advised that Michael Pucci has been appointed to the board effective April 1 in the Northern Coastal and North Island Appointment Area.

- 15-04-03** M/S Directors McCullagh/Sayers that the Chief Administrative Officers Report dated April 1, 2015 be received.

**CARRIED**

Due to varying schedules, a workshop with the board of directors and the Ministry of Community Sport and Cultural Development Restructure Branch will be rescheduled to be held in conjunction with the June, 2015 regular meeting of the board. The board evaluation process will be rescheduled for the same meeting.

**PART II– PUBLIC CONSULTATION**

1. Delegations –

- a) **Jay Cheek, PMT Chartered Accountants – see item C(b)(i)**

Jay Cheek, of PMT Chartered Accountants, joined the meeting at 9:42 a.m. Mr. Cheek presented PMT's management letter and the 2014 audit report for the CCRD. Key areas were reviewed and explanations provided. It is the auditor's opinion that the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the regional district as at December 31, 2014, and the results of its operations and its cash flow for the year in accordance with Canadian public sector accounting standards.

The following item was moved forward:

**Financial Services**

- b) Financial Matters  
iii. 2014 Draft Audited Financial Statements – for approval



- 15-04-04** M/S Directors McCullagh/Schooner that the 2014 Audited Financial Statements for the CCRD be approved as presented.

**CARRIED**

- 15-04-05** M/S Directors McCullagh/Sayers that the meeting move in camera for consideration of items under s90(1)(a); 90(2)(c); 90(1)(f); 90(1)(g) and 90(1)(i) of the *Community Charter*.

**CARRIED**

## **RECONVENE**

The regular meeting reconvened at 1:02 p.m.

### 1. Delegations – cont'd

#### **b) Christina Hoppe, Carnivore Working Group regarding public safety**

Christina Hoppe joined the meeting at 1:02 p.m. representing the Carnivore Working Group regarding public safety. Ms. Hoppe showed a short video and provided a handout of excerpts from the Ministry of Environment's *Operational Plan for Bear Viewing in the Atnarko River Corridor*. The video depicted a sow grizzly bear with cubs in close proximity to a stationary drift boat, purportedly in the Atnarko River. The Carnivore Working Group is concerned that BC Parks is not enforcing seasonal drift boat operations in Tweedsmuir Provincial Park South and cited the video contents as evidence that they are not doing their job. While the Group does not discourage bear viewing overall, they wish to ensure that operators undertake their activities in a responsible and sensitive matter. Their thoughts are that bears frequenting the park as part of their range have been conditioned to human presence and these bears are moving within their established range and becoming involved with human/bear conflict elsewhere in the Bella Coola Valley.

Ms. Hoppe provided another handout, a request that the CCRD send a letter to BC Parks. Three points are outlined in the request and include asking that certain operating permits be cancelled, that boat-based bear viewing operators be required to adhere to BC Parks' *Operating Plan* and that BC Parks explain, contrary to the mission statement, why they appear to be promoting and protecting bear viewing at the expense of public safety.

- 15-04-06** M/S Directors Schooner/Hall that the request from the Carnivore Working Group to send a letter to BC Parks be included on the May 2015 CCRD meeting agenda.

**CARRIED**

The Chair thanked Ms. Hoppe for her presentation and she left the meeting.

### 2. Public Questions and Comment Period –

Milica Epp, representing the Canadian Cancer Society, brought to the board's attention that donations will be canvassed throughout April. She impressed the point that all canvassers will be displaying official identification and will have official receipt books. Anyone seeking donations that does not have these two items is not authorized to collect on behalf of the Society.

Jefferson Bray, owner/operator of a guiding business called the Great Bear Chalet, commented on the video shown by Christina Hoppe. He identified himself as the individual seen in the video and



volunteered that he posted the video on You Tube for business advertising purposes. He remarked it was unfortunate that the audio portion could not be heard in Ms. Hoppe's presentation. He further commented that he was observed by BC Parks personnel during that particular bear encounter and has since been interviewed by Ministry of Environment officials to ensure best practices were followed.

The Chair thanked Mr. Bray and he left the meeting.

The Acting CAO advised the board that the CAO has been in discussions with Sgt. Len Butler of the Conservation Officer Service regarding a proposed delegation to a future board meeting.

### **PART III – LOCAL GOVERNANCE**

#### **(C) OPERATIONS UPDATES & POLICY MATTERS ARISING**

##### **Administrative Services**

- i. Records Management Report dated April 1, 2015

**15-04-07** M/S Directors Sayers/McCullagh that the Records Management Report dated April 1, 2015 be received.

**CARRIED**

##### **Financial Services**

###### **b) Financial Matters**

- i. PMT Chartered Accountants – Presentation of Audit Report 2014 (see delegation)
- ii. PMT Chartered Accountants – Audit Planning letter dated February 17, 2015 – to be received
- iii. 2014 Draft Audited Financial Statements – for approval see Res#15-04-04
- iv. Financial Report – January to March, 2015 Actual vs Budget

**15-04-08** M/S Directors McCullagh/Sayers that PMT Chartered Accountants' presentation of the Audit Report 2014, the Management Letter and the Audit Planning letter dated February 17, 2015 be received.

**CARRIED**

**15-04-09** M/S Directors McCullagh/Hall that the Financial Report – January to March, 2015 be received.

**CARRIED**

##### **Development Services**

- c) Economic Development – Staff Report dated April 1, 2015

**15-04-10** M/S Directors Schooner/Sayers that the April 1, 2015 Economic Development Staff Report be received.

**CARRIED**

d) Land Use Planning

- i. Report dated April 1, 2015
- ii. Official Community Plan Advisory Committee (OCPAC) Minutes dated March 18, ~~2015~~ 2105 to be received.
- iii. Official Community Plan Advisory Committee (OCPAC) – Terms of Reference for adoption by CCRD Board of Directors

The Land Use Planning report tracks the interest of the public regarding enquiries related to the regional district's Zoning and Official Community Plan (OCP) bylaws, maps and other information regarding land use planning.

**15-04-11** M/S Directors Sayers/Schooner that the Land Use Planning Report dated April 1 2015 be received and that the resignations of Markus Schieck and Caitlin Thompson from the Official Community Plan Advisory Committee be accepted.

**CARRIED**

**15-04-12** M/S Directors Sayers/Schooner that the Official Community Plan Advisory Committee (OCPAC) Minutes dated March 18, ~~2105~~ 2015 be received.

**CARRIED**

Director Sayers spoke to the start-up activities of the OCPAC. Due to two resignations and the small number of remaining members and their current schedules, she recommends that the board not adopt the OCPAC Terms of Reference as they are likely to change.

There was no resolution and the OCPAC Terms of Reference were not adopted.

**Public Works**

e) Public Works Manager's report dated April 1, 2015

Ken McIlwain, Public Works Manager (PWM), joined the meeting. The Public Works Department report highlights developments and issues surrounding solid waste management, recreation facilities, town site water, street lighting and strategic initiatives underway. Report highlights are as follows:

**Solid Waste Management**

- Clearing works, site planning and design are underway for the new recycling depot and transfer station at Thorsen Creek Waste and Recycling Centre.
- Staff took delivery of three 20' modified sea-cans to be utilized for a used oil and antifreeze collection facility and for collection of paints, paint cans and household hazardous waste.
- A small travel trailer was purchased from Bella Coola Search and Rescue to be used as a temporary office for the recycling attendant until the new recycling depot constructed.
- Three proposals have been received in response of a Request for Proposals for removal of the metals pile at TCWRC.
- The PWM visited other waste and recycling operations at Kamloops, 100 Mile and Williams Lake.
- Public interest in participation in a Solid Waste Management Plan Joint Committee has been minimal to date.
- Significant expenditures: Don Nygaard & Son Ltd. for hourly force account work under the Landfill Operations Contract in the amount of \$13699.40 before taxes, and to Mikk Contracting



Ltd., for hourly timber felling services awarded through random selection process, in the amount of \$3700.00 before taxes.

Walker Island Park

Planning and design work continues on the new concession building. Stakeholders have been consulted.

Centennial Pool

The PWM is assisting the Centennial Pool Commission with preparing a Request for Proposals for engineering work related to an assessment of the existing pool infrastructure.

Request from School District 49 to have visiting engineer look at Sir Alexander Mackenzie School as potential future site for a new pool.

Shearwater Water System

Petitions have been received from affected property owners within the proposed service area and results are being verified and will be made public shortly.

A grant application is being submitted to the Strategic Priorities Fund for funding to carry out construction of the Shearwater Community Water System.

The PWM will be attending a risk management workshop later this month, sponsored by the Municipal Insurance Association.

- 15-04-13** M/S Directors McCullagh/Schooner that the Public Works Department Report dated April 1, 2015 be received. **CARRIED**

Leisure Services Commissions

- f) Centennial Pool Commission – minutes dated March 24, 2015

- 15-04-14** M/S Directors McCullagh/Hall that the Centennial Pool Commission minutes dated March 24, 2015 be received. **CARRIED**

Protective Services

- g) No report

Transportation Services

- h) Bella Coola Airport/Denny Island Airport report  
i. Transportation Services report dated April 1, 2015  
ii. Bella Coola Air, Comprehensive General Liability Insurance letter dated March 27, 2015.

- 15-04-15** M/S Directors McCullagh/Schooner that the Bella Coola Airport/Denny Island Airport report dated April 1, 2015 be received. **CARRIED**

- 15-04-16** M/S Directors Sayers/Schooner that the Bella Coola Air, Comprehensive General Liability Insurance letter dated March 27, 2015 be received and acknowledged and that



the matter of liability insurance requirements be referred to the CAO for possible policy development.

**CARRIED**

**(D) EXECUTIVE REPORTS**

- a) Chair's Report – see Area B  
Electoral Area Reports
  - i. Area A

Director McCullagh provided a verbal report. She is very pleased with the road repair on a specific area of Denny Island and will be writing a letter of appreciation to Interior Roads as well as encouraging residents to write. The repair has held very well and the ditching appears to have improved the problem.

Easter Sunday events on Denny Island were very successful and plenty of fun was had by residents and visitors, who travelled there specifically for the activities.

- ii. Area B

Chair Moody-Humchitt provided a verbal report. He has attended several events relating to aboriginal rights and title and he noted that establishing a working relationship with First Nations peoples is not always the norm. He said that both groups can work together and that we are an example. Based on the initiative that the CCRD wants to engage in, he asked if there is an appetite to bring forward this model to take to the Union of B.C. Municipalities and perhaps other organizations. He stated that an example of success stories will show that the whole region succeeds and he noted the need for community to community forums. We need to work together to show that economy and jobs are the priority for our residents and suggested that perhaps at next meeting we can be proactive and discuss a model to put forward. He does find it encouraging that most regional districts are working with First Nations.

- iii. Area C

Selina Robinson re: Questions from CCRD for Ministry Estimates Director Sayers reviewed the email sent to Selina Robinson, MLA Coquitlam-Maillardville, Opposition Spokesperson for Local Government and Sport, per the last board meeting. The email contained four questions from the CCRD regarding budget priorities for local government. MLA Robinson will ask the questions on the regional district's behalf at the upcoming Ministry Estimates, a process where she will have the opportunity to speak directly with the Minister responsible for local government.

Director Sayers shared safety concerns from young families in Firvale. There is now increased pedestrian activity on or near the highway and the route through the Firvale area has several blind curves where drivers and pedestrians alike can be caught unawares. Director Sayers asked that the board advocate for more signage denoting livestock in the area, children playing and that a speed monitor be installed.

- 15-04-17** M/S Directors McCullagh/Hall that the CCRD send a letter to the Ministry of Transportation and Infrastructure requesting more highway signage be installed in Firvale for the safety of pedestrians and livestock.

**CARRIED**



iv. Area D – Director Hall had nothing to report

v. Area E

Director Schooner reported on attending a recent Bella Coola Harbour Authority meeting. He commented the meeting went well and the group seems to be moving forward more solidly now.

Congratulations were offered to Sam Schooner on his recent election to the Nuxalk Nation council.

**15-04-18** M/S Directors Sayers/McCullagh that the Executive Reports for Electoral Areas A, B, C, D and E be received.

**CARRIED**

**(E) BYLAWS AND POLICIES**

a) Policy A-13 Entrance Window Advertising proposed amendments.

**15-04-19** M/S Directors McCullagh/Schooner that Policy A-13, Entrance Window Advertising, be approved as amended.

**CARRIED**

b) Policy A-19 Distribution of Bylaws for review

**15-04-20** M/S Directors McCullagh/Sayers that Policy A-19, Distribution of Bylaws, be approved as amended.

**CARRIED**

c) Policy E-4 Regional Perspective on Board Operations for review

**15-04-21** M/S Directors McCullagh/Sayers that Policy E-4 Regional Perspective on Board Operations is hereby reviewed.

**CARRIED**

d) Policy F-1 Payment Distribution Schedule for review

**15-04-22** M/S Directors that Policy F-1, Payment Distribution Schedule, be approved as amended.

**CARRIED**

e) Policy F-15 Receipts and Deposits Handling proposed amendments

**15-04-23** M/S Directors Hall/Sayers that F-15, Receipts and Deposits Handling, be approved as amended.

**CARRIED**

There was discussion around the ability to have a Point of Sale (POS) unit for regional district locations such as the pool or the office. Currently the CCRD uses a POS at the Thorsen Creek Waste and Recycling Centre as an option for the public to make payments. Online payments to the CCRD were also discussed but auditing requirements may preclude this possibility.

f) Policy A-22 Safety Management Policy Bella Coola Airport for review

- 15-04-24** M/S Directors McCullagh/Schooner that Policy A-22, Safety Management Policy Bella Coola Airport, is hereby reviewed.

**CARRIED**

- g) Bylaw 448 Swimming Pool Rates and Charges 2015 a bylaw to rescind and replace Bylaw No. 420 Hagensborg Centennial Pool Regulation 2013, to be read a first, second and third time.

Bylaw 448 addresses the increase in the Pool Rates and Charges as requested and set out in the Centennial Pool Commission meeting minutes of March 24, 2015. These increases will be used to offset increased operating costs. User fees have not increased since 2013.

Because of the change of reference to the Local Government Act, the addition of programs and the across the board increase in fees, it was therefore felt that Bylaw 420 should be rescinded in favour of a new bylaw, Bylaw 448 Centennial Pool Regulation 2015

- 15-04-25** M/S Directors Sayers/McCullagh that Bylaw No. 448 cited as Bylaw 448 Swimming Pool Rates and Charges 2015, a bylaw to rescind and replace Bylaw No. 420 Hagensborg Centennial Pool Regulation 2013, be now introduced and read a first time.

**CARRIED**

- 15-04-26** M/S Directors McCullagh/Hall that Bylaw No. 448 cited as Bylaw 448 Swimming Pool Rates and Charges 2015, a bylaw to rescind and replace Bylaw No. 420 Hagensborg Centennial Pool Regulation 2013, having been given due and detailed consideration by the Board be now read a second and third time.

**CARRIED**

#### **PART IV- GENERAL BUSINESS**

##### **(F) GENERAL CORRESPONDENCE**

- (a) Tom Mesi – concerns regarding Nusatsum flood remediation and potential work

- 15-04-27** M/S Directors McCullagh/Sayers that the letter dated December 24, 2014 from Tom Mesi be received and that a letter of acknowledgement be sent directing Mr. Mesi to the Ministry of Environment.

**CARRIED**

- (b) Nathan Cullen, MP Skeena-Bulkley Valley – requesting support for Bill C-628, *An Act to Defend the Pacific Northwest*

A response to the request received on February 20, 2015 from Nathan Cullen, MP Skeena-Bulkley Valley will be sent acknowledging support for Bill C-628, *An Act to Defend the Pacific Northwest*.

- 15-04-28** M/S Directors Sayers/McCullagh

That the Conservative government failed in their Constitutional duty to consult with First Nations and ignored the will of BC communities;



That Enbridge's Northern Gateway pipeline would put British Columbia's rivers, coast, communities and economy under threat of potentially devastating bitumen spills;


That in the Conservative government's current policy of raw resource export is detrimental for the environment and for Canadian jobs;


Therefore, the Central Coast Regional District calls on the Government of Canada to protect British Columbia's coast, communities and jobs by adopting MP Nathan Cullen's Bill C-628.

**CARRIED**

**(G) ADJOURNMENT**

There being no further business the meeting was adjourned at 3:22 p.m.

  
Chair

  
Corporate Officer