



CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES

DATE: October 8, 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 – October 8, 2015

In Attendance:	Electoral Area A	Director Cathi McCullagh (via phone)
	Electoral Area B	Director Reginald Moody-Humchitt (via phone)
	Electoral Area C	Chair Alison Sayers
	Electoral Area D	Alternate Director Randy Hart
	Electoral Area E	Director Samuel Schooner
	CAO	Darla Blake
	CFO	Donna Mikkelson (portion)
	Public Works Manager	Ken McIlwain (portion)
	Recording Secretary	Cheryl Waugh

One member of the gallery (portion)

PART I - INTRODUCTION

1. **Call to Order**

Alison Sayers assumed the position of Chair and called the meeting to order at 9:40 a.m.

Swearing in of Alternates: the Chair swore in Alternate Director Randy Hart.

2. **Adoption of Agenda**

a) (Introduction of late items)

Item (C)(d) Two new options for the OCPAC Terms of Reference.

Change of meeting dates-recommend changing next regular meeting to Nov 13/15 and workshop and in camera on Nov 12/15.

15-10-01 M/S Directors Hart/Schooner 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.

Director Randy Hart disclosed that in accordance with *Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter* he has a direct pecuniary interest that constitutes a conflict of interest in item (C)(b)iii. The reason for his declaration is that the item being discussed involves his employer. He stated that he will leave the room during the discussion of this item, in accordance with Section 101(1) and (2) of the *Community Charter*.

Director Sam Schooner disclosed that in accordance with *Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter* he has a direct pecuniary interest that constitutes a conflict of interest in item (C)(b)iii. The reason for his declaration is that the item being discussed involves his position on the Nuxalk Nation Band Council. He stated that he will leave the room

during the discussion of this item, in accordance with Section 101(1) and (2) of the *Community Charter*.

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**

- 15-10-02** M/S Directors McCullagh/Schooner that the in camera meeting be rescheduled to November 12, 2015 prior to the regular board meeting.

CARRIED

(B) **ADOPTION OF MINUTES**

- a) Regular Board Meeting, September 10, 2015.

- 15-10-03** M/S Directors Moody/Schooner that the minutes of the Regular Board meeting dated, September 20, 2015, be adopted.

CARRIED

- b) Regular Board Meeting, July 9, 2015 - provided for signing only.

PART II- PUBLIC CONSULTATION

1. Delegations – RCMP Community update

The RCMP delegation was unable to attend.

PART III – LOCAL GOVERNANCE

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

Administrative Services

- a) Administration Report dated October 1, 2015

The CAO requested an amendment to Recommendation 2 of the Administration Report as the matter was dealt with in June 2015 with resolution #15-06-23.

- 15-10-04** M/S Directors McCullagh/Hart that the Administration Report dated October 1, 2015 be received as amended.

CARRIED

- 15-10-05** M/S Directors Moody/McCullagh that the Central Coast Regional District (CCRD) Board of Directors authorizes the Chair and Corporate Administrator as signatories on behalf of the CCRD to sign and seal the lease agreement between the CCRD and Chris Quinn for Bella Coola Airport lease lot #9.

CARRIED

Financial Services – no report

Development Services

b) Economic Development

- i. Community Economic Development Report dated October 1, 2015.

15-10-06 M/S Directors Hart/Schooner that Community Economic Development Report dated October 1, 2015 be received. **CARRIED**

- ii. Economic Development Advisory Committee regular meeting minutes dated September 24, 2015.

15-10-07 M/S Directors Moody/Schooner that Economic Development Advisory Committee regular meeting minutes dated September 24, 2015 be received. **CARRIED**

- iii. Nuxalk Nation NDIT Grant applications request for support

Director Schooner and Director Hart left the meeting.

The Nuxalk Nation requested CCRD resolutions in favour of supporting applications to the Northern Development Initiative Trust for \$250,000 (Infrastructure) and \$30,000 (Community Halls) towards the construction of a Restaurant/Gift House and Big House.

15-10-08 M/S Directors McCullagh/Moody that the Nuxalk Nation Northern Development Initiative Trust Grant Applications report dated October 1, 2015 be received. **CARRIED**

15-10-09 M/S Directors Moody/McCullagh that the Central Coast Regional District Board of Directors support the Nuxalk Nation in their application to the Northern Development Initiative Trust Economic Diversification Infrastructure program for a grant of \$250,000. **CARRIED**

15-10-10 M/S Directors Moody/McCullagh that the Central Coast Regional District Board of Directors support the Nuxalk Nation in their application to Northern Development Initiative Trust Community Halls and Recreation Facilities program for a grant of \$30,000. **CARRIED**

Director Schooner and Director Hart returned to the meeting.

c) Land Use Planning – report dated October 1, 2015.

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.

15-10-11 M/S Directors McCullagh/Schooner that the Land Use Planning Report dated October 1, 2015 be received. **CARRIED**

- 15-10-12** M/S Directors Schooner/McCullagh that Nancy Anderson be appointed to the Official Community Plan Advisory Committee (OCPAC).

CARRIED

- d) OCPAC 2015 Terms of Reference report dated October 1, 2015

- 15-10-13** M/S Directors McCullagh/Moody that the OCPAC 2015 Terms of Reference report dated October 1, 2015 be received.

CARRIED

- 15-10-14** M/S Directors Hart/McCullagh that the OCPAC Terms of Reference be approved.

Not Carried

Discussion: Two other versions of the Terms of Reference were offered for consideration beyond what was in the agenda package. The wording in the Version 2, paragraph 5 will be amended to include the words 'invited' with regards to the Nuxalk Nation.

- 15-10-15** M/S Directors Hart/Schooner that Version 2 with amendments as discussed be adopted as the Official Community Plan Advisory Committee's Terms of Reference.

CARRIED

Public Works

- e) Public Works Monthly report dated October 1, 2015

- 15-10-16** M/S Directors Schooner/Hart that the Public Works Department Report dated October 1, 2015 be received.

CARRIED

Public Works Manager, Ken McIlwain joined the meeting to speak to his report.

CCRD staff continues to move forward with preparation of an Asset Management Plan to help ensure sustainable delivery of regional and community services. Moving forward, provincial and federal government infrastructure grant programs are going to place more emphasis on local governments having an Asset Management Plan in place.

The skating rink has been a valuable facility for the community for more than 20 years. Volunteers have overseen operations and appreciation for their efforts cannot be overstated.

There may be opportunity to revitalize the rink in 2016 by resurfacing the rink. It was recommended that a small budget surplus be leveraged by making application to the Northern Development Initiative Trust for a \$30,000 grant from their Community Halls and Recreation Facilities Program fund.

- 15-10-17** M/S Directors McCullagh/Moody that the CCRD Board of Directors approve and support an application to the Northern Development Initiative Trust for funding assistance through the Community Halls and Recreation Facilities Program in order to undertake repairs and upgrades to the CCRD's Snootli Skating Rink facility.

CARRIED

- f) Solid Waste Management Planning Process report dated October 1, 2015

15-10-18 M/S Directors Hart/Schooner that the Solid Waste Management Planning Process report dated October 1, 2015 be received.

CARRIED

15-10-19 M/S Directors Moody/Schooner that the Central Coast Regional District Board of Directors pause the solid waste management planning process until the BC Ministry of Environment releases a revised guideline for preparation of regional solid waste management plans.

CARRIED

15-10-20 M/S Directors Schooner/Hart that the Central Coast Regional District Board of Directors approves the Public Works Manager to proceed with submitting comments and feedback to the Ministry of Environment in regards to their Solid Waste Management Planning Guideline-Intentions Paper with an emphasis on improving flexibility for small regional districts with limited resources.

CARRIED

RECESS

RECONVENE

The regular meeting resumed at 11:19 a.m.

Leisure Services Commissions

- g) Denny Island Recreation Commission minutes dated June 9, 2015

15-10-21 M/S Directors McCullagh/Schooner that the Denny Island Recreation Commission minutes dated June 9, 2015 be received.

CARRIED

- h) Denny Island Recreation Commission minutes dated August 28, 2015

15-10-22 M/S Directors McCullagh/Hart that the Commission minutes dated August 28, 2015 be received.

CARRIED

- i) Centennial Pool Commission minutes dated September 16, 2015

15-10-23 M/S Directors Schooner/Hart that the Centennial Pool Commission minutes dated September 16, 2015 be received.

CARRIED

Protective Services

- j) Proposed Changes to "Fire Services Act" regarding fire services training and inspections of public buildings by regional districts.

15-10-24 M/S Directors Schooner/McCullagh THAT the Central Coast Regional District Board of Directors receives the report Fire Services – Playbook and Changes to the *Fire Services Act* dated 01 October 2015;
and further,

THAT the Central Coast Regional District Board of Directors request Administration undertake due diligence and report back to the Board, as soon as practicable, on the pending changes to Fire Services Act, fire service training (as outlined in “the Playbook”) and responsibility for fire safety inspections of public buildings by regional districts;
and further,

THAT the Central Coast Regional District Board of Directors request Administration acknowledge receipt of the letter from the Hagensborg Waterworks District (HWD) regarding minimum training standards and the training Playbook, and advise a more comprehensive reply will be provided at a future date, following due diligence.

CARRIED

Transportation Services - No Report

Transportation and Land Use Coordinator, Cheryl Waugh spoke to clarify last month's Transportation Report. The September 3rd report stated: *“The Denny Island Airport Commission has been informed that the large aircraft used by Shearwater Marine will no longer be landing at the Denny Island Airport. This may have implications for the Commission with regards to landing fees in 2016 and forward.”*

To clarify, the aircraft used by Shearwater Marine to land at the Denny Island Airport did not land at all in 2015 and notice wasn't received by Shearwater Marine until July of this year that it would be landing in Bella Bella instead. Although it may impact the airport commission's budget, this is an annual contract that Shearwater Marine issues and therefore 2016 and years to come could see a different type of aircraft that will land at the Denny Island Airport.

(D) EXECUTIVE REPORTS

a) Chair's Report –Alison Sayers provided a written and verbal report

Director Sayers reported on the Union of BC Municipalities (UBCM) convention she recently attended. Her written report outlines only some of the many positive opportunities and experiences taken away from the annual convention.

Highlights included her election to the UBCM Executive as a Director at Large for 2015-2016; participating in productive meetings with the Ministry of Community, Sport and Cultural Development regarding governance/restructure study; being one of three members of the Coastal Regional District Chairs group to address Minister Stone directly regarding BC Ferries. The meeting with Minister Stone asked for a better working relationship with ferry service communities and for a working group including First Nations Chiefs. A draft proposal will be developed by Colin Palmer and submitted to the Minister on behalf of the Coastal Chairs and Chief Ed John. Director Sayers will follow up with that at a later date.

The First Nations components of the convention were enlightening and Director Sayers is most interested in having an awareness of communities with non-treaty nations and learning more about the Truth and Reconciliation Commission's Calls to Action.

- 15-10-25** M/S Directors Schooner/Hart that the Board of Directors directs staff to research the Truth & Reconciliation Commission's 94 Calls to Action and provide a report to the Board as to how these could be implemented within the CCRD.

CARRIED

b) Electoral Area Reports

i. Area A –

Director McCullagh provided a short verbal report referencing the recent Vancouver Island Regional Library meeting and financial report.

ii. Area B –

Director Moody-Humchitt provided a verbal report. He also attended the UBCM convention on behalf of the Heiltsuk First Nation and had the opportunity to meet with others, including Minister Stone where a similar request was made for the formation of a working group with regards to BC Ferries. They will be taking the approach of presenting a paper to enhance and improve ferry service for tourism and economic development opportunities on the central coast. The Heiltsuk will be doing a presentation at the upcoming First Nation's summit and a proposal at the summit would support the CCRD's requests. The Heiltsuk Tribal Council also has a meeting confirmed in Victoria November 3rd with Minister Stone and they will use that meeting to advance our needs collectively.

RECESS

RECONVENE

The regular meeting reconvened at 1:03 p.m.

- iii. Area C –** Director's report dated October 1, 2015 see above-Chair's report
- iv. Area D –** nothing to report
- v. Area E –** nothing to report

(E) BYLAWS AND POLICIES

- a) Bylaw 441 –** Denny Island Recreation Commission Bylaw No. 441, 2015.

- 15-10-26** M/S Directors Schooner/McCullagh that Bylaw No. 441, cited as the "Denny Island Recreation Commission Bylaw No. 441, 2015" being a bylaw to establish a Recreation Commission for Electoral Area A and to repeal bylaws 95, 109, 296 and 320, 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

- b) Bylaw 450 –** Bella Coola Townsite Curfew Regulation Bylaw No. 450, 2015.

- 15-10-27** M/S Directors Schooner/Hart that Bylaw No. 450, cited as "Bella Coola Townsite Curfew Regulation Bylaw No. 450, 2015" a bylaw to repeal Bylaw No. 8, 1977, 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

- c) Bylaw 451 – Central Coast Economic Development Commission Bylaw No. 451, 2015.

- 15-10-28** M/S Directors Hart/Moody that Bylaw No. 451, cited as "Central Coast Economic Development Commission Bylaw No. 451, 2015" a bylaw to repeal Bylaw No. 374, 2004, 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

- d) Bylaw 452 – Bella Coola Airport Rates and Charges Bylaw No. 452, 2015.

Amend Bylaw No. 452 by adding the words "Schedule 'A' attached hereto and forming part of this bylaw shall be effective as of January 1, 2016."

15-10-29

M/S Directors McCullagh/Moody that Bylaw 452, cited as "Bella Coola Airport Rates and Charges Bylaw No. 452, 2015" a bylaw to establish the rates and charges for the operation and management of the Bella Coola Airport and to repeal Bylaw No. 422, 2014, having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed, as amended, by the Chair and the Person responsible for corporate administration.

CARRIED

PART IV- GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

- (a) **Cariboo Chilcotin Coast Tourism Association** – invitation to attend Association GM (dated September 2, 2015)
- (b) **City of Campbell River** – *Comment on 2015 Great Bear Rain Forest Order (dated August 31, 2015)*
- (c) **Islands Trust Council** – response to request to include the Bella Bella Bella Coola BC Ferry run in minor routes ferry fare (dated September 18, 2015) Auditor General for Local Government - information on audit report "Local Government Performance in Managing Policing Agreements and Police Budget Oversight" (dated September 18, 2015)
- (d) **Auditor General for Local Government** - information on audit report "Achieving Value for Money in Operational Procurement" (dated September 28, 2015)
- (e) Auditor General for Local Government - information on audit report "Local Government Performance in Managing Policing Agreements and Police Budget Oversight." (dated September 28, 2015)

- (f) **Vancouver Island Regional Library** - Adopted 2016 – 2020 Financial Plan (dated September 24, 2015)
- (g) **Metro Vancouver Services and Solutions for a Livable Region** - copy of Provincial Climate Leadership Plan Process following Greater Vancouver Regional District board of Directors resolution (dated September 11, 2015) - Note: original letter and plan sent to Minister of Environment

15-10-30 M/S Directors McCullagh/Schooner that items (F)(a)-(g) be received.

CARRIED


Late Item

15-10-31 M/S Directors Schooner/Hart that the dates for the regular meeting of the Board of Directors be scheduled for Friday, November 13, 2015 and that the in-camera meeting be scheduled for Thursday, November 12, 2015.

CARRIED

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 1:20 p.m.


Chair


Corporate Officer