



CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES
DATE: December 10, 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 – December 10, 2015

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

Members of the gallery – two

PART I - INTRODUCTION

1. **Call to Order**

(a) Election of Chair and Vice Chair

CAO, Darla Blake, called the meeting to order at 1:08 p.m.

The CAO conducted the elections for the positions of Chair and Vice Chair.

For the position of Chair:

Alternate Director Coutts nominated Director Moody-Humchitt.
Director Schooner nominated Director Sayers.

The majority vote went to Director Sayers.

For the position of Vice-Chair:

Alternate Director Hart nominated Director Moody-Humchitt

There being no other nominations, Director Moody-Humchitt was declared Vice-Chair.

Director Sayers assumed the Chair.

(b) Statement of Disclosure Distribution - Financial Disclosure Act.

Forms were distributed to all directors as is an annual requirement.

2. **Adoption of Agenda**

a) Introduction of late items if any

No late items but the CAO requested the board go in-camera after the delegation.

15-12-01 M/S Directors Hart/Schooner 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 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.

With regards to the matter in Item (B) 1.(a) and Item (C)(b) Chair Sayers disclosed that she has an association with the person seeking a decision. As a consequence, there may be a perception that her impartiality on the matter may be affected. She declared that she will leave the room during the delegation and the subsequent report.

(A) IN CAMERA MATTERS

(a) Matters brought out of camera

15-12-02C M/S Directors Moody-Humchitt/Schooner that a decision to make appointments to the Denny Island Recreation Commission be deferred until further information is received from the Chief Financial Officer.

CARRIED

(B) ADOPTION OF MINUTES

a) Regular Board Meeting, November 13, 2015.

15-12-02 M/S Directors Coutts/Schooner that the minutes of the Regular Board meeting dated November 13, 2015, be adopted.

CARRIED

PART II– PUBLIC CONSULTATION

Chair Sayers left the meeting

1. Delegations

(a) Greg Sayers, Physician Assistants in British Columbia

Greg Sayers joined the meeting, introduced himself and provided some personal background on his career choice as a Physician Assistant (PA). He currently works in the USA. A handout was provided from the British Columbia Medical Association and the Canadian Association of Physician Assistants, which provided some history and facts about Physician Assistants. PAs have been practicing in the

U.S. for approximately 50 years and the introduction of PAs into Canada began approximately 40 years ago via the Canadian Armed Forces. They have since been introduced into the Canadian public healthcare system in Manitoba, Ontario, New Brunswick and Alberta.

Physician Assistants are health care professionals who provide a broad range of medical services with physician supervision. PAs can perform a supplementary role in which physicians delegate tasks to improve the efficiency of care provided and/or a complementary role in primary care teams. They may also provide care in a community where no physician is available.

The conversation about health care in British Columbia is that there is an opportunity for PAs to practice their profession here. Mr. Sayers thinks it is important to talk about access to health care for people in BC and Canada. Why aren't Physician Assistants used in B.C.?

Mr. Sayers requested a letter of support from the Board asking that it be brought forward to the Union of BC Municipalities convention in 2016. The Minister of Health's attention is needed on this matter. Other PAs are also pushing for the introduction of PAs in B.C. so it is a bit of a movement. Mr. Sayers would be pleased if such a letter could also go to the Canadian Association of Physician Assistants and also to the College of Physicians and Surgeons.

The Vice-Chair thanked Mr. Sayers for his presentation.

The following item was moved forward: Part III – Local Governance (C)b)

b) Request for Board support and advocacy, Gregory Sayers - CAO Report

15-12-06 M/S Directors Schooner/Hart that the Central Coast Regional District direct the Chief Administrative Officer to write to the Ministry of Health regarding licensing and regulating of Physician Assistants in British Columbia; with copies and support material sent to the Canadian Association of Physicians Assistants, the Union of BC Municipalities and the Association of Vancouver Island and Coastal Communities, asking that they broadcast the request for support to all local governments on this matter.

CARRIED

Chair Sayers rejoined the meeting.

15-12-07 M/S Directors Schooner/Moody-Humchitt that the meeting move in-camera for consideration of items under s 100(2)(b) and 101(1)(2) and(3) of the *Community Charter*.

CARRIED

RECESS

The regular meeting reconvened at 2:46pm

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

a) Chief Administrative Officer's Report dated December 3, 2015

15-12-03 M/S Directors Hart/Moody-Humchitt that the Chief Administrative Officer's Report dated December 3, 2015 be received.

CARRIED

c) Adoption of the 2016 Board Calendar

15-12-04 M/S Directors Moody-Humchitt/Schooner that the 2016 Board Calendar be adopted as presented.

CARRIED

d) Appointment of Committees and Commissions and Board Appointments.

15-12-08 M/S Directors Schooner/Moody-Humchitt that the following appointments be made to the CCRD's Commissions and Committees:

Centennial Pool Commission: Director Hall, Joan Cole, Nicola Koroluk, Janice Kyle, Brian Lande, Karen Lansdowne, Connie Nygaard.

Denny Island Airport Commission: Director McCullagh, Ingmar Lee, Danny Oliver, Mark Schlichting, Doug Sharkey, Jean Wood.

Denny Island Recreation Commission: Appointments deferred

Emergency Executive Committee: Director Hall (Chair), Darla Blake (Emergency Coordinator) Roger Harris (Nuxalk Nation), Wendy Kingsley (Secretary) and: that positions for Deputy Emergency Program Coordinator be advertised for both Denny Island and Ocean Falls

Economic Development Advisory Committee: Director Schooner, Randy Hart, Bo Reid, Tracy Switzer, Ana Santos, Garrett Newkirk, Lori Campbell, Ernest Hall, Chris Quinn.

Fire Department Executive Committee: Director Schooner, Fred Sorensen (Fire Chief), Gilles Dionne (Deputy Fire Chief), Janice Kyle (Secretary).

CARRIED

15-12-09 M/S Directors Moody-Humchitt/Schooner that the following Board appointments be made:

Association of Vancouver Island and Coastal Communities (AVICC):

Chair Sayers; Director Moody-Humchitt as alternate

Bella Coola Harbour Authority: Director Schooner

Coast Sustainability Trust Regional Steering Committee (CST):

Director Schooner; Director McCullagh as alternate

Municipal Finance Authority (MFA): Chair Sayers; Director Moody-Humchitt as alternate

Municipal Insurance Association (MIA): Chair Sayers; Director Moody-Humchitt as alternate

Northern Development Initiative (NDI): Chair Sayers; Director Schooner as alternate

Vancouver Island Regional Library (VIRL): Director McCullagh; Director Schooner as alternate

CARRIED

- e) Truth and Reconciliation Commission Call to Action –report dated December 3, 2015.

The Board had indicated they wish to embrace the Truth and Reconciliation Commission recommendations and requested Administration provide a report on how the local government-relevant recommendations could be implemented with the CCRD. The CAO spoke to her report and items for discussion and action.

- 15-12-05** M/S Directors Moody-Humchitt/Hart that the Truth and Reconciliation Commission Call to Action report dated December 3, 2015 be received;

And that the CCRD Board of Directors approves the items under “what CCRD can do”, as CCRD steps forward in its commitment to Truth and Reconciliation at a local level.

CARRIED

Financial Services

- f) Preliminary Five-Year Financial Plan – Focus Budget 2016, dated December 3, 2015

- 15-12-10** M/S Directors Schooner/Moody-Humchitt that the Preliminary Five-Year Financial Plan – Focus Budget 2016, dated December 3, 2015 be received.

CARRIED

Development Services

- g) Economic Development Report dated December 3, 2015

Community Economic Development Officer (CEDO), Tanis Shedden, joined the meeting and spoke to her report.

- 15-12-11** M/S Directors Hart/Schooner that Community Economic Development Report dated December 3, 2015 be received **CARRIED**
- 15-12-12** M/S Directors Schooner/Moody-Humchitt that one (1) additional Community at Large position be created on the Economic Development Advisory Committee. **CARRIED**
- 15-12-13** M/S Directors Schooner/Hart that Wilma Hallam be appointed to the Economic Development Advisory Committee as a Community at Large Member. **CARRIED**
- 15-12-14** M/S Directors Schooner/Moody-Humchitt that staff be directed to perform a preliminary investigation into options for audio and/or audiovisual (live) streaming and archiving of Board meetings, for consideration in the budget, with the intent of providing public access to the Central Coast Regional District Board meetings. **CARRIED**
- 15-12-15** M/S Directors Hart/Moody-Humchitt that Chair Sayers be appointed to work with the Community Economic Development Officer to provide recommendations with regard to the Ministry of Agriculture's discussion paper and proposed bylaw standards on *"Regulating Agri-Tourism and Farm Retail Sales in the Agricultural Land Reserve"*. **CARRIED**

(i) 2015 Heiltsuk Economic Development NDIT Grant Application

Director Moody-Humchitt declared a conflict and left the meeting.

The Bella Bella Airport Authority requires a total of \$500,000 to build a new terminal building and is requesting \$50,000 from the Northern Development Initiative Trust (NDIT) to help move the project forward.

- 15-12-16** M/S Directors Hart/Coutts that the Heiltsuk Economic Development Corporation Northern Development Initiative Trust Grant Application report dated December 3, 2015 be received. **CARRIED**
- 15-12-17** M/S Directors Hart/Schooner that the Central Coast Regional District support the Heiltsuk Economic Development Corporation in their application to the Northern Development Initiative Trust Economic Diversification Infrastructure program for a grant of \$50,000. **CARRIED**

Director Moody-Humchitt returned to the meeting.

(ii) Economic Development Advisory Committee minutes November 26, 2015

- 15-12-18** M/S Directors Schooner/Coutts that the Economic Development Advisory Committee minutes dated November 26, 2015 be received.

CARRIED

- h) Land Use Planning – report dated December 3 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.

- 15-12-19** M/S Directors Moody-Humchitt/Schooner that the Land Use Planning Report dated December 3, 2015 be received.

CARRIED

Public Works

- i) Public Works Monthly report dated December 3, 2015

Public Works Manager, Ken McIlwain joined the meeting.

- 15-12-20** M/S Directors Hart/Schooner that the Public Works Department Report dated December 3, 2015 be received.

CARRIED

Solid Waste Management - The Public Works Manager submitted a letter to the Ministry of Environment (MoE) outlining the need for accommodation of small regional districts in the new solid waste management planning guidelines that are currently being developed.

A review of the *Draft Second Edition of Landfill Criteria for Municipal Solid Waste* published by the BC Ministry of Environment has identified a number of issues that may need to be accommodated for in future solid waste management budgeting.

Last month's Multi Materials BC (MMBC) shipment weighed in at 3,189 KG and generated \$441.59 in revenue. Three tub skids of paint and one drum of aerosol cans generated \$180.00 in revenue.

Walker Island & Snootli Parks - As of the end of November, progress on the Walker Island concession building has remained on schedule. Construction is to lock-up with the remaining construction to be finished once electrical, plumbing can be finished in the spring. It is anticipated the concession will be operational by next June.

The Union of BC Municipalities (UBCM) asked for feedback from local governments on whether they would like to have park lands under their jurisdiction to be included under the *Off-Road Vehicle (ORV) Act*. As it stands, the *ORV Act* will only apply to crown lands and some private lands.

- 15-12-21** M/S Directors Schooner/Moody-Humchitt that staff be directed to provide feedback to the Union of BC Municipalities explaining at this point in time the CCRD has no interest in registering park land under the *Off-Road Vehicle Act*.

CARRIED

Snootli Skating Rink - The Public Works Manager made special mention of the outstanding volunteer assistance provided by Caroline Granander to parks and recreation. Great appreciation was also expressed to Gordon Gibbs, Chris Matthews and Snootli Creek Hatchery staff who recently volunteered their work in re-instating water service to the ice rink.

A grant application has been submitted to Northern Development Trust for financial assistance to undertake repaving the ice rink.

Bella Coola Townsite Water System and Fire Protection - All fire hydrants on the town site were serviced and confirmed to be in good operational condition.

Significant Expenditures: George Giesbrecht Contracting Ltd. was paid \$2225.00 before taxes for servicing of the town site hydrants.

Leisure Services Commissions

j) Denny Island Recreation Commission minutes dated October 26, 2015

k) Denny Island Recreation Commission minutes dated November 23, 2015

- 15-12-22** M/S Directors Moody-Humchitt/Schooner that the Denny Island Recreation Commission minutes dated October 26, 2015 and November 23, 2015 be received.

CARRIED

- 15-12-23** M/S Directors Moody-Humchitt/Schooner that the Denny Island Recreation Commission be reminded that reimbursement of expenses from petty cash is outside of their procurement authority and;

That the Chief Financial Officer ask for clarification of the question noted under *Correspondence b)* in the November 23rd Denny Island Recreation Commission minutes.

CARRIED

(D) EXECUTIVE REPORTS

a) Chair's Report – see Area C

b) Electoral Area Reports

i. Area A - no report

ii. Area B - There will be a meeting with BC Ferries and the Central Coast Working Group on December 17th. Reg Moody-Humchitt will recommend the minutes are circulated for the CCRD's information.

iii. Area C

Chair Sayers distributed a written report which outlined plans for a CCRD Directors 'Meet and Greet' in the New Year with a drop-in evening to meet with directors of Areas C, D and E.

Chair Sayers attended her first meeting as a Director at Large of the Union of B.C. Municipalities Executive and provided highlights of the November 26-27 meeting.

Chair Sayers asked about attendance at February workshops as the Board will not be meeting again until that month. The CAO informed there is no reference in the preliminary budget report related to February workshops.

Chair Sayers also reported that the Central Coast Marine Plan is complete and endorsed by the province and all four Central Coast Nations. A copy was provided for the Board's review. Although it is her desire to continue participating and keeping the Board informed, further discussion and comment from the Board reconfirmed such participation is considered to be on Alison Sayer's time and not as an official representative of the CCRD. Chair Sayers is not comfortable pursuing information if the Board does not support her in this regard. She made it clear that she thinks it is a mistake to disengage at this juncture but does not have the time to invest as a personal pursuit. The CEDO expressed that, from an economic development perspective, it is extremely important that the regional district be kept apprised of the information coming out of the Plan before strategies are implemented. The CAO will investigate future CCRD involvement and report back to the Board.

- iv. Area D – no report
- v. Area E - no report

(E) BYLAWS AND POLICIES

- a) Bylaw No. 453 Central Coast Regional District Records Management, introduced and read a first, second and third time (to repeal Central Coast Regional District Records Retention and Scheduling Bylaw No. 351)

15-12-24 M/S Directors Moody-Humchitt/Hart that Bylaw No. 453 cited as 'Central Coast Regional District Records Management Bylaw No. 453, 2015' be now read and introduced a first time.

CARRIED

15-12-25 M/S Directors Hart/Schooner that Bylaw No. 453, cited as 'Central Coast Regional District Records Management Bylaw No. 453, 2015', having been given due and detailed consideration by the Board, be now read a second and third time.

CARRIED

- b) Bylaw No. 455 Bella Coola Valley Street Lighting Service Area Establishment Amendment, introduced and read a first, second and third time. (to amend 'Schedule A' of the Bella Coola Valley Street Lighting Service Area Establishment Bylaw No. 266, and to repeal Bella Coola Valley Street Lighting Service Area Establishment Amendment Bylaw No. 369).

- 15-12-26** M/S Directors Moody-Humchitt/Schooner that Bylaw No. 455, cited as 'Bella Coola Valley Street Lighting Service Area Establishment Amendment Bylaw No. 455, 2015', be now read and introduced a first time.
CARRIED
- 15-12-27** M/S Directors Moody-Humchitt/Schooner that Bylaw No. 455, cited as 'Bella Coola Valley Street Lighting Service Area Establishment Amendment Bylaw No. 455, 2015', having been given due and detailed consideration by the Board, be now read a second and third time.
CARRIED
- c) Bylaw No. 456 Bella Coola Valley Street Lighting Service Area Establishment Amendment, introduced and read a first, second and third time. (to amend "Schedule A" of the Bella Coola Valley Street Lighting Service Area Establishment Bylaw No 177).
- 15-12-28** M/S Directors Moody-Humchitt/Hart that Bylaw No. 456, cited as 'Bella Coola Valley Street Lighting Service Area Establishment Amendment Bylaw No. 456, 2015', be now read and introduced a first time
CARRIED
- 15-12-29** M/S Directors Moody-Humchitt/Schooner that Bylaw No. 456, cited as 'Bella Coola Valley Street Lighting Service Area Establishment Amendment Bylaw No. 456, 2015', having been given due and detailed consideration by the Board, be now read a second and third time.
CARRIED
- d) Bylaw No. 457 Central Coast Regional District Airport Operating and Management Commission Establishing Bylaw, introduced and read a first, second and third time (repealing Central Coast Regional District Airport Operating and Management Commission Establishing Bylaw No 208 and Central Coast Regional District Airport Operating and Management Commission Amendment Bylaw No 330).
- 15-12-30** M/S Directors Hart/Schooner that Bylaw No. 457, cited as 'Central Coast Regional District Airport Operating and Management Commission Establishing Bylaw No. 457, 2015', be now read and introduced a first time.
CARRIED
- 15-12-31** M/S Directors Schooner/Moody-Humchitt that Bylaw No. 457, cited as 'Central Coast Regional District Airport Operating and Management Commission Establishing Bylaw No. 457, 2015', having been given due and detailed consideration by the Board, be now read a second and third time.
CARRIED

- e) Policy E-7 Ethical Standards of Conduct for Elected Officials, for review.

Amend to include a section adhering to the principles of the *United Nations Declaration on the Rights of Indigenous Peoples* and defer to the next meeting.

- 15-12-32** M/S Directors Schooner/Moody-Humchitt that Policy E-7 Ethical Standards of Conduct for Elected Officials be amended and brought forward at the next meeting.

CARRIED

PART IV– GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE


- a) Letter from Linda Larson, MLA Boundary-Similkameen to AVICC re UBCM follow up Ministry of Social Development and Social Innovation
- b) Article dated November 18, 2015, UBCM Respectful Leadership Focus at 2015 LGLA Forum.

- 15-12-33** M/S Directors Moody-Humchitt/Schooner that items (F)(a) & (b) be received.

CARRIED

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 5:02 p.m.


Chair


Corporate Officer