



CENTRAL COAST REGIONAL DISTRICT  
REGULAR BOARD MEETING MINUTES

DATE: May 12, 2016

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In Attendance:      Electoral Area A      Alternate Director Clint Coutts (by phone)  
                            Electoral Area C      Chair, Alison Sayers  
                            Electoral Area D      Director Richard Hall  
                            Electoral Area E      Director Samuel Schooner  
                            CAO                      Darla Blake  
                            CEDO                      Tanis Shedd (portion)  
                            Recording Secretary      Cheryl Waugh

Absent:                      Electoral Area A Director Cathi McCullagh (with regrets).  
                                    Electoral Area B Director Reginald Moody-Humchitt (with regrets).

Members of the gallery – 3 (portion)

**PART I - INTRODUCTION**

1. **Call to Order**

The Chair called the meeting to order at 9:13 a.m.

2. **Adoption of Agenda**

a) (Introduction of late items)

CAO's Report - Letter from Director McCullagh, Central Coast Level 2 Drought Conditions, letter regarding widening of Highway 20 shoulders

Land Use Planning – Letter from Liquor Distribution Branch

**16-05-01**      M/S Directors Hall/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.

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**

(a)      Matters Brought Out of In Camera

No matters were brought out of in camera

**(B) ADOPTION OF MINUTES**

a) Regular Board Meeting, April 14, 2016

**16-05-02** M/S Directors Hall/Schooner that the April 14, 2016 minutes be adopted.

**CARRIED**

**PART II– PUBLIC CONSULTATION**

The Public Works Manager joined the meeting.

1. Delegations –

a) Ernest Hall – Mid-Coast Ferry Advisory Committee – Update on Route 10S and the Nimpkish replacement.

Ernest Hall provided recent updates to BC Ferries Route 10S (Bella Bella/Bella Coola Route) and explained the various working groups, advisory committees and steering groups, their composition and their common goal towards functional ferry service on BC's coast.

A letter from the Ministry of Transportation and Infrastructure (MoTI), dated April 29, 2016, states the Province has been clear in its commitment to support the current connector service which enables travellers to use two routes to travel between Port Hardy and Bella Coola (Route 10 & 10S).

The letter from the MoTI also states there will be a replacement vessel to the Nimpkish which will see BC Ferries build a 40-50 car ferry to serve the 10S Route. This new vessel will enable BC Ferries to carry between 1,820-2,275 vehicles during the 13-week peak period. The MoTI is not considering reinstatement of the Route 40 service, which had included direct sailings between Bella Coola and Port Hardy. According to Mr. Hall, the timeline for activation of a replacement vessel will be 2019.

The Chair requested Mr. Hall keep the board apprised of ongoing dialogue and actions by sharing minutes from the Mid-Coast Advisory Committee and any other groups to confirm the same message is being expressed by all parties.

The Chair thanked Mr. Hall for his presentation.

b) **Cariboo Chilcotin Coast Tourism Association** – Tourism program updates

Pat Corbett, Cariboo Chilcotin Coast Tourism Association (CCCTA) provided a verbal presentation on behalf of the Board of Directors via a message from Amy Thacker, CEO of the CCCTA.

Destination BC has launched a new corporate strategy with articulated goals and is focusing efforts on building a magnetic brand, fostering remarkable experiences and enabling industry through a powerful marketing network.

The CCCTA continues to work collaboratively with Destination BC and expressed the need to ensure the fundamentals of a great visit are in place such as transportation and accommodation options, trained staff, a range of activities and good places to eat.

The CCCTA will be the primary interface with relative agencies and organizations and invites the CCRD Board of Directors to attend its Tourism Summit and AGM in Clinton this October.

Mr. Corbett further stated we need to fight hard and work together for our region and that we have the most powerful voices right here on the coast.

The Chair thanked Mr. Corbett for his presentation on behalf of the CCCTA.

Mr. Corbett and Mr. Hall left the meeting.

The Following Item Was Moved to the June 9, 2016 Meeting:

- c) **Ana Santos (President of Denny Island Community Development Association and Central Coast Chamber of Commerce)** – Policy F-16: Rationale for Amendment; also attached is a briefing paper on the Community Works Funding and regional district responsibilities and legislated requirements.
- d) **Maura Walker & Associates, Carey McIver & Associates** – Introducing Solid Waste Management Planning process and outline of work plan for 2016.

Ms. Walker and Ms. McIver visited Denny Island on May 11<sup>th</sup> along with Public Works Manager, Ken McIlwain, to undertake initial stakeholder engagement. A stakeholder meeting is also taking place on May 12<sup>th</sup> in the Bella Coola Valley.

Carey McIver provided a short power point presentation to the board covering the process to update the Solid Waste Management Plan, which is required and approved by the Ministry of Environment. The CCRD's Plan was approved in 2004 and key actions were reviewed. She stated how impressed she is by the Thorsen Creek Waste and Recycling Centre operations and the involvement with Multi-Materials BC.

The Work Plan tells us where we are now. Next steps are the establishment of the Solid Waste Advisory Group (SWAG); looking at future options; selecting the option(s); considering how much consultation will be needed; getting that feedback and then updating the Solid Waste Management Plan. That is basically the planning process.

Ms. McIver says this could possibly be done by December 2016.

Ms. Walker spoke briefly about the desire for service on Denny Island and that Shearwater Marine is currently doing a good job of planning and are technically advanced. The challenges are capital costs and there may be opportunity for the CCRD to get involved but they have the operations side pretty much figured out.

The Chair thanks Ms. McIver and Ms. Walker for their informative presentation.

#### **RECESS**

The regular meeting resumed at 10:38 a.m.

### PART III – LOCAL GOVERNANCE

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

##### Administrative Services

- a) Chief Administrative Officer's Report dated May 5, 2016

**16-05-03** M/S Directors Hall/Schooner that the Chief Administrative Officer's Report dated May 5, 2016 be received.

**CARRIED**

The CAO received a letter from Director McCullagh requesting a leave of absence for personal health and family reasons. Alternate Director Coutts has agreed to stand in as long as Director McCullagh is unable to attend to her duties.

An email received from the Ministry of Forests, Lands and Natural Resource Operations, North Island Central Coast Resource District noted the central coast has been given a level two drought rating. Residents are being asked to conserve water and to contact their local water service provider if they have questions.

An email will be sent to the Area Roads Manager for the Ministry of Transportation and Infrastructure to confirm the shoulder widening of Highway 20 from 4-Mile to the townsite is taking place while the paving crew is here this month.

**16-05-04** M/S Directors Hall/Coutts that the Central Coast Regional District Board appoints Betty Hadley to fill the second two year appointment, in accordance with Bylaw No. 458 cited as the Denny Island Recreation Commission Bylaw No. 458, 2016. Betty Hadley will serve on the Denny Island Recreation Commission until December 31, 2017.

**CARRIED**

**16-05-05** M/S Directors Hall/Schooner that Director Catherine McCullagh be granted an indefinite leave of absence due to personal health and family issues.

**CARRIED**

- b) AVICC 2016 Resolutions, dated May 5, 2016

**16-05-06** M/S Directors Hall/Coutts that the AVICC 2016 Resolutions be received. **CARRIED**

The resolutions passed will be voted on at the Union of BC Municipalities in September, 2016. The CAO will circulate some of the resolutions to stimulate discussion so the Chair understands what the board desires on particular issues. Directors were advised to review and include their own notes for any of the resolutions and the CAO will send her considerations for further group discussion at the June board meeting.

##### Development Services

- c) Economic Development Officers report dated May 5, 2016

**16-05-07** M/S Directors Hall/Schooner that the Community Economic Development Report dated May 5, 2016 be received.

**CARRIED**

CEDO, Tanis Shedden joined the meeting

The CEDO attended the Love Northern BC Conference which provided education and support on how to leverage the Love Central Coast BC platform for the benefit of the regionally and locally owned businesses. Twenty five businesses are registered to date and communication continues to reach out and encourage First Nations business owners, entrepreneurs, artists and crafters to participate.

The CEDO re-affirmed her position that the status of the Official Community Plan (OCP) is a barrier to the CCRD's economic development planning. The OCP needs to be reaffirmed or redone and requires attention as it is a barrier that halts work plan initiatives.

Bella Coola town site businesses met in April to discuss options for cleaning up garbage on roads and in alleys. A take away from that meeting is that the CCRD is a member of the downtown business community and as such should make an investment in the clean-up.

The Ministry of Jobs, Tourism, and Skills Training will be in the Bella Coola Valley at the end of May and will be engaging with the Bella Coola Trails Alliance, a sub-committee of Bella Coola Resource Society, as well as the CEDO. The CEDO will be looking to touch on the following topics – Jobs Creations Partnerships, New Horizons Senior Grant (Federal), and the development of the Bella Coola Night markets and agriculture.

Congratulations to Tanis Shedden for completing the 8-month intensive certification program in Community Economic Development.

d) Land Use Planning.

(i) Land Use Planning Report, dated May 5, 2016.

**16-05-08** M/S Directors Schooner/Hall that the Land Use Planning Report Dated May 5, 2016 be received.

**CARRIED**

**16-05-09** M/S Directors Hall/Schooner that an application be submitted to the BC Rural Dividend Program for \$10,000 prior to the May 31, 2016 intake for a Situational Analysis and Needs Assessment in support of the Official Community Plan review.

**CARRIED**

(ii) Highway 20 Property – Proposed Park

**16-05-10** M/S Directors Schooner/Hall that the report on Highway 20 Property, Proposed Park, dated May 3, 2016 be received.

**CARRIED**

Through discussion the Board supported Recommendation 1 from the report with the proviso that there is no expense, liability or other responsibility to bear on the CCRD as relates to the property.

**16-05-11** M/S Directors Hall/Schooner that the Central Coast Regional District approach the Ministry of Transportation and Infrastructure to gauge its interest in purchasing the property located at 151 Highway 20 for development as park use. **CARRIED**

(iii) Liquor Distribution Branch Letter dated April 18, 2016

**16-05-12** M/S Directors Schooner/Hall that a letter from the Liquor Distribution Branch dated April 18, 2016 regarding a potential Rural Agency Store in Hagensborg be received. **CARRIED**

**16-05-13** M/S Directors Hall/Coutts that staff respond in writing to the letter from the Liquor Distribution Branch dated April 18, 2016 by the deadline of May 28, 2016 and two questions related to local bylaws and appropriate zoning. **CARRIED**

### **Public Works**

e) Public Works Monthly report dated May 5, 2016.

**16-05-14** M/S Directors Coutts/Hall that the Public Works Monthly report date May 5, 2016 be received. **CARRIED**

### **Leisure Services Commissions**

f) Centennial Pool Commission minutes dated April 27, 2016.

**16-05-15** M/S Directors Coutts/Hall that Centennial Pool Commission minutes dated April 27, 2016 be received. **CARRIED**

### **Motion to go in camera**

**16-05-16** M/S Directors Coutts/Hall that the meeting move in camera for consideration of an item under Section 90(1)(a) of the *Community Charter* (personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality). **CARRIED**

The regular meeting resumed at 12:40 p.m.

### **Transportation Services**

g) Bella Coola Airport/Denny Island Airport report dated May 5, 2016.

**16-05-17** M/S Directors Hall/Coutts that the Transportation Report - Bella Coola and Denny Island Airport report dated May 5, 2016 be received. **CARRIED**

h) Development of Airport Master Plan for the Bella Coola Airport in 2016, report dated May 5, 2016.

**16-05-18** M/S Directors Schooner/Hall that the report, Development of Airport Master Plan for the Bella Coola Airport in 2016, dated May 5, 2016 be received.

**CARRIED**

**16-05-19** M/S Directors Hall/Schooner that staff invite Request for Proposals based on the Draft Terms of Reference for the completion of an Airport Master Plan for the Bella Coola Airport.

**CARRIED**

**(D) EXECUTIVE REPORTS**

a) Chair's Report –see Area C Report

b) Electoral Area Reports

i. Area A – Alternate Director Coutts provided a verbal report.

The Ministry of Transportation and Infrastructure (MoTI) recently visited Denny Island to tour the road conditions. Director McCullagh drove around with the Ministry representatives as they looked at collapsed culverts and noted excavator tracks resulting in crushed sides of roads and caving in of some of the shoulders. The MoTI will be putting roadworks out to tender for project work later this year.

ii. Area B - No Report

iii. Area C –

Chair Sayers provided a written report highlighting activities over the past month. Note: Report should be dated May 3, 2016.

**16-05-20** M/S Directors Schooner/Hall that the report from the Chair and Area C Director, dated May 3, 2016 be received.

**CARRIED**

Items expanded from the report were attendance at the Association of Vancouver Island and Coastal Communities and its various presentations; Federation of Canadian Municipalities (FCM) and a meeting with the Chair of the FCM's BC Caucus and a Councillor for the City of Victoria; Union of BC Municipalities as Director at Large for the UBCM and April meetings in Victoria.

The Chair/CAO will work together on a letter to the FCM based on bullet points in the report.

iv. Area D – Director Hall provided a short verbal report on attending a Pool Commission meeting.

v. Area E – No Report

**(E) BYLAWS AND POLICIES**

**(a) Bylaw No. 458 Denny Island Recreation Commission Bylaw**

A bylaw to amend and repeal Bylaw No. 441, 2015 to reflect Board resolution 16-03-07 to amend the membership of the Denny Island Recreation Commission to consist of four (4) members and the quorum to be three (3).

16-05-21 M/S Directors Coutts/Hall that Bylaw No. 458 cited as the Denny Island Recreation Commission Bylaw No. 458, 2016 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration.

**CARRIED**

**b) Bylaw No. 460 Centennial Pool Rates & Charges Bylaw**

16-05-22 M/S Directors Schooner/Hall that Bylaw No. 460 cited as the Centennial Pool Rates & Charges Bylaw No. 460, 2016 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration.

**CARRIED**

**c) Bylaw No. 461 Bella Coola Valley Zoning Amendment**

16-05-23 M/S Directors Hall/Coutts that Bylaw No. 461 cited as Bella Coola Valley Zoning Amendment Bylaw No. 461, 2016 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration.

**CARRIED**

**d) Bylaw No. 462 Bella Coola Fire Suppression Tolls Amending Bylaw No. 462, 2016**

16-05-24 M/S Directors Hall/Schooner that Bylaw No. 462 cited as Bella Coola Fire Suppression Tolls Amending Bylaw No. 462, 2016 be now introduced and read a first time.

**CARRIED**

16-05-25 M/S Directors Coutts/Hall that Bylaw No. 462 cited as Bella Coola Fire Suppression Tolls Amending Bylaw No. 462, 2016 having been given due and detailed consideration by the Board, be now read a second and third time.” that Policy A-5(a) Prerequisites for Agenda Items – Responding to Complaints, be approved as amended.

**CARRIED**

**e) Bylaw No. 463 Bella Coola Valley Parks and Recreation Program Rates and Charges Bylaw No. 463, 2016**

16-05-26 M/S Directors Hall/Schooner that Bylaw No. 463 cited as Bella Coola Valley Parks and Recreation Program Rates and Charges Bylaw No. 463, 2016 be now introduced and read a first time.

**CARRIED**

16-05-27 M/S Directors Hall/Schooner that Bylaw No. 463 cited as Bella Coola Valley Parks and Recreation Program Rates and Charges Bylaw No. 463, 2016 having been given due and detailed consideration by the Board, be now read a second and third time.

**CARRIED**

**f) Policy A-12 Pool Closure Due to Inclement Weather, reviewed and seeking amendment.**

16-05-28 M/S Directors Schooner/Hall that Policy A-12(c) Pool Closure Due to Inclement Weather, be approved as amended.

**CARRIED**

g) **Policy A-12(a) Centennial Pool Emergency Procedures, reviewed and recommend the policy be rescinded.**

16-05-29 M/S Directors Hall/Coutts that Policy A-12(a) Centennial Pool Emergency Procedures be rescinded.

**CARRIED**

**PART IV– GENERAL BUSINESS**

**(F) GENERAL CORRESPONDENCE**

- a) **Ministry of Community Sport and Cultural Development**, dated April 8, 2016 re: Minister meeting with various stakeholders province wide to discuss opportunities like Uber, Lyft and Airbnb, to meet changing public expectations.
- b) **BC Emergency Health Services**, dated April 28, 2016 advising Health Minister Terry Lake announced 73 communities have been selected for the provincial rollout of British Columbia's Community Paramedicine Initiative. Among those selected are the communities of Bella Bella and Bella Coola.
- c) **Notes from AVICC Roundtable with Coastal Community Network**, dated April 6, 2016.

16-05-30 M/S Directors Schooner/Coutts that Items (F) a) to c) be received. **CARRIED**

16-05-31 M/S Directors Hall/Coutts that a letter of support be written to Health Minister Terry Lake in response to the letter received from BC Emergency Health Services dated April 28, 2016 regarding the communities of Bella Bella and Bella Coola being selected for the provincial rollout of British Columbia's Community Paramedicine Initiative.

**CARRIED**

**(G) ADJOURNMENT**

There being no further business the meeting was adjourned at 1:19 p.m.

  
Chair

  
Corporate Officer