



CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES

DATE: July 20, 2016

REGULAR BOARD MEETING MINUTES – June 20, 2016

In Attendance:	Electoral Area A	Vacant
	Electoral Area B	Director Reginald Moody-Humchitt -via phone (portion)
	Electoral Area C	Chair, Alison Sayers
	Electoral Area D	Director Richard Hall
	Electoral Area E	Director Samuel Schooner
	Chief Financial Officer	Donna Mikkelson
	Recording Secretary	Cheryl Waugh
Absent:	Chief Administrative Officer (with regrets)	
	Public Works Manager (with regrets)	

Members of the gallery – One (portion)

PART I - INTRODUCTION

1. **Call to Order**

The Chair called the meeting to order at 9:03 a.m.

2. **Adoption of Agenda**

a) (Introduction of late items)

16-07-01 M/S Directors Hall/Schooner that the agenda be adopted.

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**

16-07-02 M/S Directors Hall/Schooner that the board move to in camera meeting for the consideration of items under S. 90(1)(a), 90(1)(b), 90(1)(c), 90(1)(e) 90(1)(j) and 90(1)(k) of the Community Charter;

And further, that the board disclose the reasons for moving to the in camera meeting on June 9, 2016, being S. 90(1)(a), 90(1)(b), 90(1)(e) and 90(1)(k) of the Community Charter.

And further, that it be reported in open public meeting that a resignation from an employee was reported at the June in camera meeting.

CARRIED

The regular meeting resumed at 10:55 a.m.

Director Moody-Humchitt joined the meeting via telephone.

(a) Matters Brought Out of In Camera

Two names of potential interest have been put forward for the position of Alternate Director for Electoral Area A. Staff will contact the individuals and an appointment will be made at the September 8th regular board meeting.

The board approved a short term leave for the Chief Administrative Officer.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting, June 9, 2016

Resolution 16-06-06 is amended to read: *M/S Directors Schooner/Hall that Reg Moody-Humchitt be nominated to run for the position of Electoral Area Representative on the 2016-17 Union of BC Municipalities Executive.* **CARRIED**

Note: Resolution 16-06-24 states that the July board meeting would be held in Ocean Falls on July 21, 2016. It was subsequently changed to July 20th and the location was changed from Ocean Falls to the Regional District office in Bella Coola.

16-07-03 M/S Directors Hall/Schooner that the June 9, 2016 minutes be adopted as amended. **CARRIED**

PART II– PUBLIC CONSULTATION

1. Delegations - none

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

a) Chief Administrative Officer's Report dated July 13, 2016

16-07-04 M/S Directors Schooner/Hall that the Chief Administrative Officer's Report dated July 13, 2016 be received. **CARRIED**

The Chief Financial Officer noted that the CAO will not be attending the UBCM Convention in September 2016. This leaves an opening for someone else to attend along with Director Moody and Chair Sayers.

16-07-05 M/S Directors Hall/Moody-Humchitt that Director Samuel Schooner attend the UBCM Convention in September, 2016. **CARRIED**

b) By-Election and Appointment of Chief Election Officer and Deputy Chief Election Officer.

Resignations were received from the Director for Electoral Area A and from the Alternate Director for Electoral Area A. In accordance with the *Local Government Act*, a by-election must be held to fill a vacancy in an elected local government office when a person holding office resigns. With regards to an Alternate Director, the Board must appoint another person to hold the office.

16-07-06 M/S Directors Hall/Schooner that the report titled By-Election and Appointment of Chief Election Officer and Deputy Chief Election Officer, dated July 13, 2016 be received. **CARRIED**

16-07-07 M/S Directors Schooner/Hall that pursuant to Section 58(1) and (2) of the Local Government Act [2015], Cheryl Waugh be appointed Chief Election Officer for conducting the 2016 by-election with power to appoint other election officers as required for the administration and conduction of the 2016 by-election;

AND THAT Wendy Kingsley be appointed Deputy Chief Election Officer for the 2016 by-election .

CARRIED

Financial Services

c) Chief Financial Officer, financial report dated July 13, 2016.

16-07-08 M/S Directors Schooner/Hall that the Financial Report of Budget versus Actual, January to July 12, 2016 dated July 13, 2016 be received. **CARRIED**

Development Services

d) Economic Development
i) Community Economic Development Officer, reported dated July 13, 2016.

16-07-09 M/S Directors Hall/Moody-Humchitt that the Community Economic Development Report, dated July 13, 2016 be received. **CARRIED**

The CEDO, Tanis Shedden, joined the meeting to speak to the current interest in the Bella Coola Valley to increase trail-based recreation and create a safe, active transportation corridor between 4 Mile and the Bella Coola townsite. Vancouver Coastal Health has invited up to two members of the CCRD to attend the 'Moving Beyond Urban Centres: Active Transportation Forum' September 16, 2016 in Roberts Creek. Vancouver Coast Health will fully fund these two members.

16-07-10 M/S Directors Hall/Schooner that CCRD administration register CEDO, Tanis Shedd, and Director Samuel Schooner or Director Richard Hall to attend the 'Moving Beyond Urban Centres: Active Transportation Forum' this September.

CARRIED

16-07-11 M/S Directors Hall/Schooner that a letter of support be provided to the Bella Coola Trails Alliance to support their efforts to acquire grants to develop authorized mountain bike trails in the Bella Coola Valley.

CARRIED

ii) Healthy Communities Collaboration Agreement 2016-2019.

16-07-12 M/S Directors Schooner/Hall that the Healthy Communities Collaboration Agreement 2016-2019 report, dated July 13, 2016 be received.

CARRIED

16-07-13 M/S Directors Hall/Schooner that the Board of Directors support the CCRD administration in the signing of the Healthy Community Collaboration Agreement 2016 - 2019.

CARRIED

The CEDO left the meeting.

e) Land Use Planning

(i) Land Use Coordinator Report dated July 13, 2016.

16-07-14 M/S Directors Moody-Humchitt/Schooner that the Land Use Coordinator Report dated July 13, 2016 be received.

CARRIED

Public Works

f) Public Works Monthly report dated July 13, 2016.

16-07-15 M/S Directors Hall/Schooner that the Public Works Monthly report dated July 13, 2016 be received.

CARRIED

g) Request For Quote Recycle Building, report to be presented at meeting.

16-07-16 M/S Directors Hall/Schooner that the report dated July 15, 2016, Award of Thorsen Creek Recycle Building Construction Contract, be received.

CARRIED

RECESS

The regular meeting resumed at 12:42pm

16-07-17 M/S Directors Hall/Schooner that the Central Coast Regional District Board of Directors approves CCRD administration to select one of four front runner proponents identified from the Recycling Building Construction RFQ process, and subject to being within the approved budget, enter into contract with the successful proponent for building construction.

Defeated

16-07-18 M/S Directors Sayers/Hall that a special meeting be called for August 4th, 2016 to further discuss the matter of the Thorsen Creek recycling building construction Request for Quote process.

CARRIED

Leisure Services Commissions

h) Centennial Pool Commission minutes dated June 9, 2016 and July 7, 2016.

16-07-19 M/S Directors Hall/Schooner that Centennial Pool Commission minutes dated June 9, 2016 and July 7, 2016 be received.

CARRIED

i) Denny Island Recreation Commission minutes dated May 12, 2016.

16-07-20 M/S Directors Moody-Humchitt/Schooner that the Denny Island Recreation Commission minutes dated May 12, 2016, be received.

CARRIED

Protective Services

j) Fire Protection, Coastal Fire Centre, Wildfire Team minutes dated July 6, 2016.

16-07-21 M/S Directors Hall/Schooner that the Fire Protection, Coastal Fire Centre, Wildfire Team minutes dated July 6, 2016, be received.

CARRIED

Transportation Services

k) Transportation Coordinator Report - Bella Coola Airport/Denny Island Airport dated July 13, 2016.

16-07-22 M/S Directors Moody-Humchitt/Hall that the Transportation Coordinator Report - Bella Coola and Denny Island Airport dated July 13, 2016 be received.

CARRIED

l) Bella Coola Airport Master Plan – July 15th, proposals to be presented at the meeting.

The Transportation & Land Use Coordinator informed the Board that in response to a Request for Proposals a proposal was received for the Bella Coola Airport Master Plan Development. The proposal is still being evaluated.

(D) EXECUTIVE REPORTS

- a) Chair's Report –see Area C Report
- b) Electoral Area Reports
 - i. Area A – No Report
 - ii. Area B – Director Moody-Humchitt No Report
 - iii. Area C – Director Sayers Written Report

16-07-23 M/S Directors Hall/Moody-Humchitt that the report from the Chair and Area C Director, dated July 13, 2016 be received.

CARRIED

Director Sayers shared an email received from Ernest Hall in his capacity as Community Representative on the North/Mid-Coast Ferry Advisory Committee (Co-Chair for Central Coast). The topic was focused on recent developments in the effort to create a vision of tourism development and ferry services for First Nations and Central Coast/North Island communities. A positive meeting in January 2016 with Premier Christy Clark and Todd Stone, Minister of Transportation and Infrastructure saw progress made in areas surrounding access and ferry services and a possible solution to enable a direct Port Hardy to Bella Coola sailing. Route configurations to maximize ridership, financing potential from the Government of Canada and committing to deploying two small-class vessels in the region as a three to five year pilot project were also discussed in detail at the January meeting.

- iv. Area D – Director Hall

Director Hall provided a short verbal report and spoke to the status of the Centennial Pool and his eagerness to see the engineer's condition assessment report. Thunder and lightning shut the pool down for one day recently due to safety concerns.

- v. Area E – Director Schooner No Report

(E) BYLAWS AND POLICIES

- a) Landworks Consultants Inc. Planning Report, proposed rezoning Bylaw No 465, dated July 13, 2016.

16-07-24 M/S Directors Hall/Schooner that the report from Landworks Consultants Inc., dated July 13, 206 be received.

CARRIED

An application was received to rezone 1103 Highway 20 from R-1, Large Holdings to C-1, General Commercial to bring the property into compliance with the CCRD's zoning bylaw. The owners have been operating as a lodge accommodating the traveling public and wish to continue their current operations. C-1, General Commercial is the only zoning that allows traveller accommodation and also permits a broad range of other commercial activities. The planning consultant's report recommends a zone variation making it possible to add or remove restrictions to a property without the need to create a new zone.

16-07-25 M/S Directors Hall/Schooner that a General Commercial zone variation, C-1(a), be introduced into the zoning bylaw via Amendment Bylaw No. 465, 2016. **CARRIED**

b) Bylaw No. 465, cited as "Bella Coola Valley Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 465, 2016".

16-07-26 M/S Directors Hall/Schooner that Bylaw No. 465, cited as "Bella Coola Valley Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 465, 2016" be now introduced and read a first time. **CARRIED**

16-07-27 M/S Directors Hall/Schooner that Bylaw No. 465, cited as "Bella Coola Valley Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 465, 2016" having been given due and detailed consideration by the Board, be now read a second time." **CARRIED**

16-07-28 M/S Directors Hall/Moody-Humchitt that the Board authorize staff to schedule the holding of a Public Hearing in consideration of zoning amendment Bylaw No. 465, 2016. **CARRIED**

16-07-29 M/S Directors Hall/Schooner that delegation of a Public Hearing for Bylaw No. 465, 2016 go to Director Hall and if he is unable to attend that the hearing be delegated to Chair Sayers. **CARRIED**

c) Policy A-33, Bella Coola Volunteer Fire Department, Level of Service, proposed.

16-07-30 M/S Directors Hall/Schooner that Policy A-33, Bella Coola Volunteer Fire Department, Level of Service, be adopted. **CARRIED**

d) Policy F-11, Firefighter's Use of Department Equipment, review for amendment.

16-07-31 M/S Directors Hall/Moody-Humchitt that Policy F-11, Firefighter's Use of Department Equipment be approved as amended. **CARRIED**

e) Policy F-17, Application for Grant-in-Aid, proposed amendments

16-07-32 M/S Directors Schooner/Hall that Policy F-17, Application for Grant-in-Aid proposed amendment be received. **CARRIED**

Staff will investigate other examples of Grant-in-Aid policies and bring them back to the Board for review and further discussion.

PART IV- GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

a) Selina Robinson, L.L.A. Coquitlam-Maillardville, letter dated July 5, 2016.

16-07-33 M/S Directors Hall/Schooner that the letter dated July 5, 2016 from Selina Robinson, L.L.A. Coquitlam-Maillardville, be received.

CARRIED

Discussion turned to appointments at the UBCM Convention and the Board would like to arrange to meet with the Ministry of Transportation and Infrastructure regarding airports and highways.

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 1:55 p.m.



Chair



Corporate Officer