



CENTRAL COAST REGIONAL DISTRICT
DRAFT REGULAR BOARD MEETING MINUTES

DATE: July 19, 2018

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 – July 19, 2018

In Attendance:	Electoral Area B Electoral Area C Electoral Area E Electoral Area D	Director Travis Hall Chair Alison Sayers Director Samuel Schooner Alternate Director Gary Brown (Portion)
Excused:	Electoral Area A Electoral Area D	Director Frank Johnson Director Richard Hall
Staff:	Chief Administrative Officer Operations Manager Recording Secretary Finance Manager	Courtney Kirk Ken McIlwain (Portion) Destiny Mack Rose Liu (Portion)

PART I - INTRODUCTION

1. Call to Order

The Chair called the meeting to order at 10:10 am and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

2. Adoption of Agenda

18-07-01 M/S Directors Hall/Schooner that the agenda be adopted as amended by adding the Memorandum of Understanding (MOU) Central Coast Regional District Emergency Management Partnership; added under protective services, Item O1. **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 financial interests during the meeting when the matter is discussed. The declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the subject matter which is being discussed.

Directors did not disclose any financial interests in agenda items.

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. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

No disclosures affecting impartiality were made.

(A) IN CAMERA MATTERS

There were no in camera matters brought forward, and no in camera meeting was held.

(B) ADOPTION OF MINUTES

- a) Regular Board Meeting, June 14, 2018.

18-07-02 M/S Directors Schooner/Hall that the June 14, 2018 minutes be adopted as read. **CARRIED**

While reviewing the minutes, Chair Sayers commented on the Executive Reports to provide clarification. Sayers met with the co-facilitators of the Marine Planning Partnership. The reference to CCIRA, on the June 14th Chair and Electoral Area C Report, can be removed as one of the facilitators was from the Coast Indigenous Regional Alliance (CCIRA) and the other was from the Province of BC.

- b) Special Board Meeting, June 29, 2018.

18-07-03 M/S Directors Hall/Schooner that the June 29, 2018 minutes be adopted as read. **CARRIED**

While reviewing the minutes, the Board commented on the way Directors are referenced. Director Hall mentioned on Page 3 of the minutes, that it changes from referring to him as Director Hall to Travis Hall and that for consistency Director Hall is preferred. Chair Sayers noted that “Alternate” should come before Director Brown.

PART II – PUBLIC CONSULTATION

Alternate Director Brown joined the meeting at 10:29 am

(A) Delegations

a) Hagensborg Waterworks District – UBCM Core Infrastructure Funding Grant

Kevin O'Neill from the Hagensborg Waterworks District joined the meeting at 10:29 am. Hagensborg Waterworks District is seeking support/endorsement for their application to the UBCM Core Infrastructure Funding Grant. This is a new funding program that Hagensborg Waterworks District heard about in the beginning of June and would like to apply to. Because the grant is administered through UBCM and the Province, the Regional District would need to sponsor an application. O'Neill explained that before they started an application, they would need approval or an indication of approval from the board.

Kevin O'Neill described that the grant funds would be used for a water mains treatment systems. The project would be around 2 or 3 million dollars and the Waterworks District have a high retainer to match this grant.

Alternate Director Brown asked Kevin about the timeline of the project and whether or not it would benefit the whole water works area. Kevin mentioned that it will be for the whole system so everyone will benefit.

Director Schooner mentioned that he would like more details on where the Grant is coming from and asked if there is any conflict. Chair Sayers asked if there is a limit or a cap to how many applications can come from one community. CAO Kirk mentioned that this is a fairly new conversation and there has not been time to research or discuss the proposal with the CCRD Operations Manager.

CAO Kirk mentioned that because the board is not meeting again until September an exception was made for Hagensborg Waterworks District to be able to present to the Board today.

Kevin clarified that Regional Districts can submit one application for each community in their area. CAO Kirk asked if the Improvement District can access the funding. Kevin indicated that applications from Improvement Districts or Water Utilities applications must be made from a sponsoring Regional District. Chair Sayers noted that the application would have to be a CCRD Application and asked what subsequent commitment the CCRD would have in relation to the project. Kevin explained that, if the funds were granted and depending on rate payers, the project would eventually be the responsibility of the CCRD. Kevin commented that it would be beneficial to make upgrades in an orderly way in preparation of a potential transfer to the CCRD.

Director Hall commented that for consistency, as well as representation, this grant information should be circulated to the people in Ocean Falls because they also have a need for water upgrades. CAO Kirk noted that the CCRD Grant Writer sends out updates on grants of interest and she can confirm whether or not representatives from the Ocean Falls Improvement District are on the listserve.

Chair Sayers asked Kevin if this is a new grant. Kevin pointed out that it resembles previous grants, but it is referred to as a new infrastructure program. Director Schooner asked Kevin if they are just looking for some general indication that they should move forward with this process, Kevin mentioned it is very hard to talk to tax payers about costs prior to hearing whether or not a grant was successful.

CAO Kirk mentioned that there is potential for the Regional District to take an advocacy role to have Improvement Districts apply for the funds on their own. CAO Kirk mentioned that there is some caution needed so that the discussion is around the CCRD Board of Directors supporting the Hagensborg community to access funds for infrastructure needs and that a separate discussion is needed to look at the topic of conversion.

Kevin mentioned that the Grant is a starting point and not an ending point. If it is successful, then discussion of options could come into play and the Improvement District would need to have consultation with rate payers about conversion as it can occur in a number of different structures.

Chair Sayers asked if conversion would follow and if the Hagensborg Waterworks Improvement District is supportive of that happening. A theoretical discussion followed around the process that follows if the Improvement District chooses to convert and the options that would be explored. Kevin mentioned that the wording on the fund guidelines says that the assets would get transferred to the Regional District so conversion is already built in if the application is successful.

CAO Kirk stated to Kevin that it is very important that the Regional District get a resolution from the Hagensborg Waterworks District Board with a clear request for the Regional District to work with the Improvement District for the purpose of the application. The deadline for the Grant Application is August 31, 2018 and the next board meeting is September 6, 2018. The only way to discuss the details of the project and see background information, prior to the application deadline, would be to call a special meeting of the board. Chair Sayers asked if there will be another intake in 6 months and Kevin responded that nothing about a future intake is stated. Director Hall asked if the Improvement District can have request an extension, due to the circumstances. Kevin O'Neill mentioned that they must be move quickly if they are going to proceed to put the application together.

Chair Sayers asked when the Improvement District meeting would be held to get a resolution and Kevin confirmed that a resolution from the Improvement District Board could be prepared later in the afternoon. Chair Sayers suggested the CCRD Board of Directors put their decision on hold and address it later on in this meeting. Kevin O'Neill thanked the Board of Directors for their time.

Kevin O'Neill left the meeting at 10:59am.

RECESS

A recess was taken at 11:00 am

Alternate Director Brown left the meeting at 11:03 am

The meeting resumed at 11:18

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) AVICC Support Letter for Workshops on fiscal framework of local government services to On-Reserve Constituents

18-07-04 M/S Directors Hall/Schooner that the Support Letter for Workshops on fiscal framework of local government services to On-Reserve Constituents be received.

CARRIED

Chair Sayers mentioned that a request was put forward at AVICC and the support letter was the result from that request.

Director Schooner left the meeting at 11:24 am
Director Schooner rejoined the meeting at 11:27am

Chair Sayers mentioned that the Board should be prepared for the possibility that UBCM will choose the Board to give a workshop on this topic. Chair Sayers asked CAO Kirk about receiving a commitment letter from a Law professor to be on the panel, in the case that the Board gets chosen. The other panel members would be from the Board of Directors and hopefully someone from ACRD.

CAO Kirk noted that the Law professor agreed to provide information on what Section 36 of the constitution is and why it is important to the Regional District. The Law professor is a constitutional expert and is currently the Canadian Indigenous Rights Chair. This would speak to equalization, the challenges around requisition in budgets, and the implications of these challenges. The role of the Board would be to discuss the importance from a political perspective.

Director Hall suggested that it would be good to include context for the CCRD Board resolution from the issues that have come up in regards to the Emergency Shared Position. This situation provides an example that reflects directly to this process. CAO Kirk agreed that this is an excellent example and can allow the Regional District to showcase this work.

(b) Revised Equalization Resolution “Res No. 18-06-04” submitted to UBCM

18-07-05 M/S Directors Schooner/Hall that the Revised Equalization Resolution submitted to UBCM and the letter dated July 9, 2018 from UBCM be received. **CARRIED**

CAO Kirk inquired whether or not the Board of Directors was ready to have the resolution go up on the CCRD website as a stand-alone piece. Director Hall replied that editing could be shared in order to have the resolution ready to go up after it was approved. Chair Sayers mentioned that if representatives from Heiltsuk Tribal Council and Nuxalk Nation want to come to UBCM to stand with the CCRD Board then it would be good to talk with policy staff members about attending. Director Hall mentioned that this resolution can also be shared by First Nations when they meet with Federal Ministers. CAO Kirk explained that First Nations, who are non-treaty nations and therefore not members of the UBCM, are always welcome. Director Hall asked about sponsorship of travel and accommodations. CAO Kirk noted that from the UBCM perspective, it would likely be a cost to those Nations. It could be a good conversation to have with the Ministry of Indigenous Relations and Reconciliation to see if registration could be waived or if there could be travel or accommodations subsidies. Director Hall suggested that the CCRD get more information about trying to have nations at UBCM to provide additional support for the resolution especially given the efforts of the CCRD Board and staff.

(c) Request for Decision – Board Travel to UBCM

18-07-06 M/S Directors Hall/Schooner that the Request for Decision – Board Travel to UBCM be received. **CARRIED**

18-07-07 M/S Directors Hall/Schooner that the Board of Directors of the Central Coast Regional District approve the disbursement of funds to pay for travel, accommodation, meals, and convention remuneration for all five directors to attend UBCM to be held in Whistler, September 10-14, 2018 **CARRIED**

Sufficient funds remain to attend UBCM. Chair Sayers asked if Alternate Director Brown or Director Richard Hall would be in attendance. CAO Kirk stated that both Director Richard Hall and Director Johnson indicated they will go so all Board members are going.

(d) Request for Decision – Requests to meet with Cabinet Ministers at UBCM

18-07-08 M/S Directors Hall/Schooner that the Request for Decision –Requests to meet with Cabinet Ministers at UBCM be received. **CARRIED**

18-07-09 M/S Directors Schooner/Hall that the Board of Directors of the Central Coast Regional District approves meeting requests, made for the Board of Directors to meet with the following Cabinet Ministers during UBCM. The Minister of Transportation and Infrastructure, the Minister of Finance, the Minister of Indigenous Relations and Reconciliation, the Minister of Public Safety and Solicitor General and the Minister of Citizen Services.

Director Hall suggested that a briefing note be created for each Board member that can also be made available to the Ministers. CAO Kirk mentioned that it will be a lot of work to prepare for each of the meetings, resolution sessions, and panels and that it will be important to think about intended outcomes for each meeting so that there is a lot of clarity during preparation of the material.

The Minister of Finance meeting would focus on the equalization strategy. The CCRD would like the opportunity to update the Minister of Indigenous Relations and Reconciliation on the progress on the Equalization Strategy. The meeting with the Minister of Public Safety would be to give thanks and acknowledge his and the parliamentary secretary's support and the work of their staff in assisting the CCRD to build an Emergency Management Partnership with the Nuxalk Nation. Discussion followed around shifting the meeting focus to discuss the emergency management shortfalls and the equalization strategy and it was suggested that the briefing notes all focus on the equalization strategy using the emergency management scenarios as an example.

(e) UBCM Code of Conduct – Signatures Required

18-07-09 M/S Directors Schooner/Hall that the UBCM Code of Conduct be received and signed by each of the Board of Directors. **CARRIED**

The Board of Directors must sign this Code of Conduct. Chair Sayers noted that this is very new from a resolution passed at a previous convention. Director Hall commented that he is very pleased to see this being put in place considering some of the conduct issues that happened at AVICC.

Chair Sayers and Directors Schooner and Hall signed the Code of Conduct.

(f) UBCM Executive Committee Nominations

18-07-10 M/S Directors Hall/Schooner that the Call for Nominations for UBCM Executive be received. **CARRIED**

The Board of Directors spoke about the importance of having a representative as well as the challenge around the time commitment required.

Director Hall left the meeting at 12:09pm

Director Hall returned to the meeting at 12:11pm

A Board resolution is not required but the candidate must be nominated by two elected officials from UBCM member local governments.

Chair Sayers and Director Schooner agreed they would support Director Hall's nomination. A form was available for the Directors to review and sign.

RECESS

A recess was taken at 12:12 pm for lunch

The meeting resumed at 12:46 pm

Alternate Director Brown returned to the meeting at 12:47 pm

(g) Memo to Board – Minister Robinson visit to the Bella Coola Valley – (Verbal)

This item was not considered

(h) Happy 50th Birthday Central Coast Regional District, July 16, 2018

18-07-12 M/S Directors Schooner/Hall that the 50th Year Anniversary Documents be received **CARRIED**

The documents include a list of Board chairs and administrative officers since the inception of the CCRD, the minutes from the inaugural meeting, and the first statement of expenditure and revenue. CAO Kirk thanked Donna Mikkelsen for assembling the information. The CCRD's birthday was three days ago and it was Donna's 25th Silver Anniversary and CCRD's 50th Golden Anniversary.

The Directors expressed excitement for the movement toward a more inclusive local government.

FINANCIAL SERVICES

(i) Variance Report January-June 2018 Report

18-07-13 M/S Directors Hall/Schooner that the Variance January-June 2018 Report be accepted as read. **CARRIED**

The Board returned to this section of the meeting at 1:45pm to allow for the Finance Manager to present the report.

Finance Manager Rose Liu joined the meeting at 1:45pm
Director Schooner joined the meeting at 1:47pm

Finance Manager Liu mentioned that the CCRD does not have a deficit and it is highly unlikely that there would be a deficit by the end of the year. Liu went over all the CCRD service area budgets. The financial services area is over budget because the professional fees were higher this year with the work required to fill the Chief Financial Officer position and the consultants that have been on contract during the transition.

There is a desire to have more information shared with the public so that people can see the percentage of revenue from grant funds and tax dollars and so that everything is transparent. The Directors welcomed the Finance Manager and shared their appreciation for her efforts and contribution to a strong team at the CCRD. CAO Kirk mentioned to the Board that Finance Manager Liu is doing an amazing job and is learning very quickly and has been providing valuable insight from her experience in larger organizations

Director Schooner asked a question about the Maintenance Budget and whether or not consideration had been put into building an extension on the administration office. CAO Kirk mentioned that conversations around reorganization at the administration building and establishing a Public Works office on site at the airport have started with the Operations Manager. The space is located in the airport hangar and would allow the Operations Manager to be closer to the airport, pool, and parks.

Discussion around succession planning, team building, and conflict resolution training as well as the importance of having adequate support staff so that people are not over worked followed the conversation around office reorganization.

Finance Manager left the meeting at 2:15pm

DEVELOPMENTAL SERVICES

(j) Cannabis Legalization Updates

18-07-14 M/S Directors Schooner/Hall that the memorandum re: Cannabis Legalization Updates be accepted as read. **CARRIED**

CAO Kirk brought forward an informational piece that the shared Nuxalk Nation-CCRD Government Intern Evangeline Hanuse prepared.

18-07-15 M/S Director Schooner/Hall that the Board of Directors receive the Report on Information on Cannabis Legalization **CARRIED**

CAO Kirk mentioned that it is very important that a discussion on this topic be started because of the implications for zoning bylaws and official community planning.

Chair Sayers described the official community planning (OCP) process and the requirements of the land use plan. The existing OCP is very out of date and it is a critically important piece to have in place before the Regional District can address Cannabis Legalization.

UBCMs official position on growing recreational cannabis within the Agricultural Land Reserve (ALR) is that a moratorium be placed on growing recreational cannabis in the ALR until a review is complete. According to the document, local governments have the authority to prohibit cannabis production in the ALR if it occurs on a cement based structure. Chair Sayers suggested the Board place a moratorium until the CCRD is ready to address this topic with the community. Information from staff would be beneficial to see the legalities around placing a moratorium on this.

Discussion followed around revenue streams from tax and application fees and what some other communities have done to address the potential consequences. Chair Sayers mentioned that the CCRD does not currently have the capacity to tackle this topic so the moratorium will allow time to prepare.

CAO Kirk described that one approach is to make an amendment to the zoning bylaw to prohibit cannabis production and retail sales so that anyone interested would have to apply for a zoning amendment. Once the Regional District is ready to implement a regulatory process, the zoning bylaw can be adjusted. If the Board wants the administration to pursue this course of action then policy can be examined and this will also allow for engagement with the Nations and community members. Director Schooner mentioned that the CCRD would be putting the discussion on pause until there is more information and more conversations with the Nations and community members.

Director Schooner left the meeting at 1:14pm
Director Schooner returned back to the meeting at 1:15pm

CAO Kirk mentioned that those interested in production and retail will not necessarily be local.

Director Hall left the meeting at 1:19pm
Director Hall rejoined the meeting at 1:21pm

Alternate Director Brown mentioned that the ability to deal with this now is not adequate and opinions need to be solicited.

Chair Sayers noted that the OCP and zoning questions are very important. Director Schooner mentioned that it is very important that this topic be brought forward to the Nuxalk Nation because some developments are being built on possible graves and on possible artifacts.

Discussion followed around the importance of relationship building, shared land use planning between the Nations and the Regional District, and building on the work being done to map risks and hazards.

Alternate Director Brown left the meeting at 1:29pm

18-07-16	M/S Directors Schooner/Hall that staff research potential amendments to bring forward at the September Board Meeting regarding amendments to the zoning bylaw around cannabis legalization.	CARRIED
18-07-17	M/S Directors Schooner/Hall that the board directs staff to engage administratively with the Nuxalk Nation around land use planning, zoning, and the official community plan.	CARRIED

(k) Central Coast Update – Northern Sea Wolf

18-07-18	M/S Directors Hall/Schooner that the Northern Sea Wolf update be received.	CARRIED
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CAO Kirk mentioned that she has requested a meeting with Minister Travina to discuss the impacts related to the Northern Sea Wolf delays. Director Hall mentioned that it is important to discuss the impacts that the delays have caused for bookings. This route services communities with their shipping needs, medical needs, as well as other economic development and social needs. Affordability and reliability of travel are both of concern for the communities.

The Board returned to the Financial Services Variance Report.
Director Hall left to get Finance Manager Rose Liu at 1:44pm

OPERATIONS

(l) Operations Managers Report dated July 12, 2018

Operations Manager, Ken McIlwain joined the meeting at 2:17pm.

18-07-19 M/S Directors Hall/Schooner that the Operations Managers Report be received. **CARRIED**

Operations Manager McIlwain highlighted that the new site at Thorsen Creek is moving ahead, particularly the work at the tipping station, and everything is within budget. Regarding solid waste management, there was a break-in at the landfill. A worker noticed that someone had taken fuel and broke an airline in the process. A report has been filed with the RCMP. For recreation, the main circulation pump went on the pool and a new one has been installed. Pool rentals are doing well. Acwsalcta School tripled the usage in May and June and Healthy Beginnings is renting the pool for Mom and Tots sessions. The health inspector made a follow up visit and everything passed inspection.

Regarding Walker Island and Snootli Creek Park, Operations Manager McIlwain noted that some trails have been temporarily shut down due to obstacle removal. A team conducted bark stripping prior to timber removal.

A replacement truck was purchased from Ontario for the Bella Coola fire department. A department member is currently picking up the truck and preparing to bring it to British Columbia.

Regarding the Centennial Pool upgrade, Operations Manager McIlwain had a meeting with contractors and architects about the conceptual design for the renovations in the building. Several design options are being put together to share with the pool commission. Director Schooner brought up the desire to keep the option open to put a roof over the pool in the future. Designs do not preclude this possibility in the future. Discussion followed around the costs associated with a year round pool facility and different possibilities for recreation throughout the year.

Operations Manager McIlwain noted that there was a feasibility study done for a sports plex in the past and it has different options with information about operating costs and what users could afford to pay.

The Operations Manager left the meeting at 2:51pm.

LEISURE SERVICES

(m) Vancouver Island Regional Library – from the Board Table

18-07-20 M/S Directors Hall/Schooner that the Vancouver Island Library report be received as read. **CARRIED**

There was no discussion on this topic

PROTECTIVE SERVICES

(n) Request for Decision – Adoption of 2017 Revised Regional Emergency Plans

18-07-21 M/S Directors Hall/Schooner Request for Decision to adopt the 2017 revised Regional Emergency Plans be adopted. **CARRIED**

18-07-22 M/S Directors Hall/Schooner that the Board of Directors of the Central Coast Regional District adopt the 2018 Regional Emergency Management plans a ‘living document’ (presented to the Board of Directors during the February 8, 2018 Regular Meeting of the Board) subject to revision on an ongoing basis and yearly review by the Board of Directors for an adoption of amendments. **CARRIED**

(o) Request for Decision – Adoption of Recovery Plan

18-07-23 M/S Directors Hall/Schooner Request for Decision to adopt the Recovery Plan be received as adopted. **CARRIED**

18-07-24 M/S Directors Hall/Brown that the Board of the Directors of the Central Coast Regional District adopt the 2017 Wildfire Recovery Plan as a living document and component of the Central Coast Regional District Emergency Management Plan. **CARRIED**

CAO Kirk acknowledged the work of Jessie McDonald and Bridget Horel on this topic and final product. There are some minor revisions that CAO Kirk will review with the Province and the hope is that the Province will also consider the plan to be a living document. Once the shared coordinator starts the plans will need some revisions and these will be noted and changes adopted on an annual basis.

(p) MOU – CCRD Emergency Management Partnership

18-07-25 M/S Directors Hall/Schooner MOU CCRD Emergency Management Partnership be received as read. **CARRIED**

Subject to approval by the CCRD Board this is the MOU that will be discussed with the Nuxalk Chief and Council. The document may change slightly from further dialogue with Nuxalk Nation and EMBC.

18-07-26 M/S Directors Schooner/Hall that the Board support Chair Sayers in signing the Memorandum of Understanding between Nuxalk Nation and the CCRD for Emergency Management Partnership. **CARRIED**

TRANSPORTATION SERVICES

(q) Transportation Report, monthly report dated July 12, 2018

18-07-27 M/S Directors Schooner/Hall that the Transportation Monthly Report be received. **CARRIED**

The Operations Manager joined the meeting at 3:00pm.
The Operations Manager left the meeting at 3:02pm.

(D) EXECUTIVE REPORTS

(a) Chair and Electoral Area C Report –

Chair Sayers received correspondence from the Marine Planning Partnership (MaPP) about a Marine Protected Area Network Oceans Advisory Committee that includes Federal, Provincial, and First Nations governments as the leading partners. MaPP is requesting CCRD representation on both of these committees. There was discussion about having a CCRD representative at the staff level as opposed to the Board level.

Consideration was given to having a staff member assigned to support a Board member to provide administrative support rather than having a staff member as the representative because it can be a political topic. As there are economic development and emergency management pieces to the plan, it was suggested that the new Economic Development Officer could be involved with the meetings.

Representatives from Northern Development Initiative Trust (NDIT) will be in the community to meet with board and staff members and to visit the projects that NDIT is contributing funds toward.

Director Schooner left the meeting at 3:05pm
Director Schooner rejoined the meeting at 3:07pm

(b) Electoral Area Reports

Area A

No report.

Area B

Director Hall noted that there are service issues around the Bella Bella airport. The delays with BC Ferries Northern Sea Wolf are also resulting in transportation and service challenges beyond impacting the tourism sector. Director Hall is hopeful that dialogues will result in solutions for these service challenges.

There is a new big house structure being built in Bella Bella with local builders and outside contractors. The Heiltsuk Marine Use Plan was ratified by Heiltsuk and it is a living document that will be reviewed and updated accordingly.

Area D

Alternate Director Brown gave his apologies for not being able to attend the retirement dinner for Donna Mikkelsen and acknowledged Donna's hard work and the work of the CCRD staff.

Area E

No report.

(E) BYLAWS AND POLICIES

(a) Request for Decision – Centennial Pool – Children six years and under A-12(d)

18-07-28 M/S Directors Hall/Schooner that the Board of Directors of the Central Coast Regional District approve the Policy updates regarding A-12(d), Children Six Years and Under, as amended.

CARRIED

(b) Request for Decision - Distribution of Bylaws A-19

18-07-29 M/S Directors Hall/Schooner that the Board of Directors of the Central Coast Regional District review and approve the Policy A-19, Distribution of Bylaws, as amended.

CARRIED

(c) Request for Decision – A-29 Personnel Policy

18-07-30 M/S Directors Hall/Schooner that the Board of Directors of the Central Coast Regional District review and adopt Policy A-29 Personnel Policy, as amended.

CARRIED

18-07-31 M/S Directors Schooner/Hall that the Board of Directors of the Central Coast Regional District reviews and adopts the amendments to Personnel Policy A-29

CARRIED

Finance Manager Liu joined the meeting at 3:26pm

Finance Manager Liu discussed the staff feedback and suggested revisions to comply with the Employment Standards Act and Regulation. For example, the payroll frequency was previously once a month and in the Act it states that payroll has to be a minimum of twice a month so the CCRD was previously in violation of the Employment Standards Act.

There have been some sections added to make clear statements around: time in lieu, restrictions to hiring or contracting immediate family members, and overtime compensation during emergency response.

Director Brown left the meeting at 3:36pm

Finance Manager Liu noted that the Emergency Contact Information Form on Page 17 has been updated.

Finance Manager Liu left the meeting at 3:42 pm.

(F) GENERAL CORRESPONDENCE

(a) Thank you letter for supporting Metro Vancouver Bylaw No. 307, 2017, dated June 14, 2018

18-07-32 M/S Directors Hall/Schooner that the Thank you letter for supporting Metro Vancouver Bylaw No. 307, 2017, dated June 14, 2018 be received as read. **CARRIED**

(b) Bella Coola Airport Development Project funding letter dated June 15, 2018

18-07-33 M/S Directors Hall/Schooner that the Bella Coola Airport Development Project funding letter dated June 15, 2018 be received as read. **CARRIED**

(c) Accidental Damage to the Natural Gas System – Fortis BC Letter, dated June 11, 2018

18-07-34 M/S Directors Hall/Schooner that the Accidental Damage to the Natural Gas System – Fortis BC Letter, dated June 11, 2018 be received as read. **CARRIED**

(d) ABC Communications Letter dated June 12, 2018

18-07-35 M/S Directors Hall/Schooner that the ABC Communications Letter dated June 12, 2018 be received as read **CARRIED**

CAO Kirk mentioned that the deadline has past and that the CCRD has funds to do a study on the connectivity needs in the Central Coast.

(e) Media Release Powell River Regional District name change

18-07-36 M/S Directors Hall/Schooner that the Media Release – Powell River Regional District name change letter be received as read. **CARRIED**

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 3:47pm.

Chair

Chief Administrative Officer