

## **CENTRAL COAST REGIONAL DISTRICT**

*“Our Vision for the Central Coast Regional District is an inclusive, resilient and sustainable group of communities thriving within a locally influenced, safe, healthy and natural environment”*

### **REGULAR BOARD MEETING MINUTES – February 11, 2010**

In Attendance:	Electoral Area A	Director Steve Emery
	Electoral Area C	Director Brian Lande
	Electoral Area D	Director Kevin O'Neill
	Electoral Area E	Chair Christine Hyde
Staff:	Administrative Assistant	Cheryl Waugh (Portion)
	Chief Administrative Officer	Joy MacKay
	Chief Financial Officer	Donna Mikkelsen
	Economic Development Officer	David Anderson (Portion)
	Emergency Coordinator	Stephen Waugh (Portion)
Guest:	John Morton	Facilitator, Strategic Planning

### **PART I - INTRODUCTION**

#### **1. Call to Order**

Chair Hyde called the meeting to order at 9:27 am.

#### **2. Strategic Planning: 2010 Work Plan**

Chair Hyde offered introductory remarks and introduced facilitator John Morton who led directors and staff in a discussion of key strategies identified in the strategic planning process.

Stephen Waugh summarized the reasons for and the process by which the key strategies for 2010 were identified, referencing a report resulting from the 1982 operational review of the regional district, undertaken by Municipal Management Services

Staff discussed the relationship between the 12 strategies proposed for the 2010 Work Plan and responded to questions from directors regarding the inter-relationship of strategies and why some strategies have been recommended for 2010 in order to ensure development of the requisite capacity to undertake subsequent strategies.

**10-02-01** M/S Directors Lande/O'Neill that the Central Coast Regional District Strategic Plan 2010 – 2014 be approved in principle. **CARRIED**

**3. Adoption of Agenda**

**10-02-02** M/S Directors O'Neill/Lande that the agenda be adopted as amended. **CARRIED**

**4. Appointment of Auditors for 2010 Budget Year**

**10-02-03** M/S Directors O'Neill/Emery that PMT Chartered Accountants be appointed as Auditors for the 2010 budget year. **CARRIED**

**(IC) IN CAMERA MATTERS**

There were no in camera matters.

**PART II – POLICY MATTERS**

**(A) ECONOMIC MATTERS**

**(a) Economic Development – Economic Development Officer Update - February 11, 2010**

Economic Development Officer David Anderson joined the meeting and provided a brief update on activities relative to the Economic Development Operating Plan. The highlight of this month's report was confirmation that the funding was now available to move forward with the Bella Coola Valley Trails Master Plan. The project, which is funded through the UBCM Community Tourism Program and the UBCM Community-Schools Connections Program, will include the Trails Master Plan itself, as well as the re-installation of the town site "Welcome" sign and installation of directional signage within the Valley. The Project was advertised and awarded in October/November 2008 however the addition of the installation of the Welcome sign and directional signage represents a minor modification to the Project scope.

**10-02-04** M/S Directors O'Neill/Lande that the award of the Bella Coola Valley Trails Master Plan Project Contract to Frontier Resource Management be confirmed and that it be noted that the amount of \$20,750 reflects the addition of installation of signage to the Project. **CARRIED**

EDO Anderson also advised that the Bella Coola Community Forest and Bella Coola Resource Society Annual General Meetings are scheduled to be held jointly on February 24, 2010.

Director O'Neill enquired whether there has been any change in the status of the Coast Sustainability Trust II. The board was informed that staff has not been advised of any change to the CCRD's CST notional allocation.

**(b)     Bella Coola Consumers' Co-operative Association – Request for Assistance with Business Plan**

Directors discussed a letter received from the board of directors of the Bella Coola Consumers Co-op, requesting assistance with a critical analysis of the Co-op's business plan.

The CAO will request that Co-op director Sandie McLaurin forward the business plan and other documentation for staff to review.

**10-02-05**     M/S Directors O'Neill/Emery that the request from the Bella Coola Consumers' Co-op for assistance with a business plan be tabled, pending further information from staff.

**CARRIED**

**10-02-06**     M/S Directors O'Neill/Emery that the Economic Report be received.

**CARRIED**

**RECESS**

A brief recess was called at 10:45 am.

**RECONVENE**

The meeting reconvened at 11:00 am.

**(B)     LOCAL GOVERNANCE MATTERS**

The following matter was moved forward:

**(f)     Solid Waste Management – Thorsen Creek Landfill User Fees**

Volunteer Solid Waste Coordinator Joan Sawicki joined the meeting and presented her report on progress toward a fully functioning recycling facility at the Thorsen Creek Landfill Site.

Ms. Sawicki presented the rationale for the recently developed draft User Fee Schedule, which is based on the principles of a materials-based user-pay system. The issue of a communications strategy, to address public and stakeholder concerns, was discussed, as was progress on the Contract documents. Ms. Sawicki and staff hope to invite tenders for a Contract to cover the balance of 2010 by early March.

Director O'Neill expressed his concerns regarding the need to “keep it simple” in order to successfully transition through the developmental stage of the recycling facilities.

Director Emery suggested that the possibility of an Uneconomical Extension Allowance be explored with BC Hydro in an effort to reduce costs associated with installing single phase power to the Site.

## **RECESS**

A recess was called for lunch at 12:00 pm.

## **RECONVENE**

The meeting reconvened at 12:50 pm.

### **(B) LOCAL GOVERNANCE MATTERS Cont.**

- (a) Emergency Planning – EPC Monthly Report – February 11, 2010**
- (b) Emergency Planning – Letter from the Premier re: Flood Hazard Mitigation**
- (c) Emergency Planning – Letter from Emergency Management BC re: Flood Hazard Mitigation**
- (d) Emergency Planning – Letter from Ministry of Transportation and Infrastructure re: Flood Hazard Mitigation**

Emergency Program Coordinator Stephen Waugh presented his report on activities related to emergency management during the months of December and January. Updates included the resignation of Ocean Falls Deputy EPC Gail Glass, for personal reasons, the receipt of a Hazard Assessment from the Ministry of Environment relative to last summer’s wildfires, and the failure to access funding from Emergency Management BC’s Flood Protection Program for flood mitigation work within the Bella Coola Valley.

EPC Waugh updated directors as to progress of the Inter-Agency Bed Load Working Group. The Bed load Working Group was created a number of years ago but has been inactive until recently when a meeting coordinated by EPC Waugh was attended by representatives from the Nuxalk Nation, Department of Fisheries and Oceans, Ministry of Environment and Ministry of Transportation and Infrastructure. The CCRD will act as lead proponent in the development of a strategic plan for addressing the management of

Thorsen Creek. It is hoped that the group's focus will eventually expand to a Bella Coola Valley flood protection planning process.

Director O'Neill enquired whether the regional district has received any news as to the status of Disaster Financial Assistance applications of local residents. Staff advised that no new information has been received by the CCRD, either from the Province or from private property owners.

**10-02-07** M/S Directors O'Neill/Lande that the Local Governance Reports be received.

**CARRIED**

**(e) Recreation – Denny Island Recreation Commission – January 11, 2010 Meeting Minutes**

Minutes from the Denny Island Recreation Commission January 11, 2010 meeting were received for information.

**(g) Success By 6 – Request for Letter of Support**

A request from Central Coast Success By 6 for a letter of support was received. Provincial Success By 6 is requesting that local governments send a letter to the Premier and Minister of Children and Family Development requesting the continuation of funding for this valuable initiative.

**10-02-08** M/S Directors O'Neill/Lande that a letter of support be sent to the Premier and Minister of Children and Family Development in support of the continuation of funding through the Ministry of Children and Family Development for the provincial Success By 6 initiative.

**CARRIED**

**PART III– PUBLIC CONSULTATION**

There were no delegations.

**PART IV– GENERAL BUSINESS**

**(C) ADOPTION OF MINUTES**

**(a) December 10, 2009 Regular Meeting**

**10-02-09** M/S Directors O'Neill/Emery that the minutes of the regular meeting held December 10, 2009 be adopted as presented.

**CARRIED**

**(b) December 21, 2009 Special Meeting**

**10-02-10** M/S Directors Lande/O'Neill that the minutes of the special meeting held December 21, 2009 be adopted as presented.

**CARRIED**

**(D) GENERAL CORRESPONDENCE**

**(a) Anahim Lake Community Association – Request for Letter of Support**

A survey and request for support was received from the Anahim Lake Community Association. The Association wishes to pursue the development/completion of a road between Anahim Lake and Vanderhoof.

Director Lande reminded directors that the regional district had supported the development of this road in the past.

**10-02-11** M/S Directors Lande/O'Neill that the Central Coast Regional District send a letter in support of the Anahim Lake Community Association's efforts to develop a road between Anahim Lake and Vanderhoof.

**CARRIED**

**(b) Bella Coola Harbour Authority – Request for Letter of Support**

Director Lande left the meeting citing a conflict of interest.

A letter was received from the Bella Coola Harbour Authority requesting support for their application to the West Coast Community Adjustment Program for funding for the Bella Coola Harbour Boat Launch Expansion Project.

**10-02-12** M/S Directors Emery/O'Neill that the Central Coast Regional District send a letter in support of the Bella Coola Harbour Authority's application to the West Coast Community Adjustment Program for funding for the Bella Coola Harbour Boat Launch Expansion Project.

**CARRIED**

Director Lande rejoined the meeting.

**(c) Environment Canada – Invitation to Comment on Proposed Additions to Species at Risk Act**

Information was received from Environment Canada inviting comment on proposed additions to the Species at Risk Act. The board did not wish to comment.

**(d) Ministry of Community and Rural Development – Local Government Election Task Force**

Directors discussed a request from the Ministry of Community and Rural Development and Union of BC Municipalities for input into the Local Government Election Task Force. The board did not wish to comment however individual directors are free to comment as they wish. The correspondence was received for information.

**(e) Union of BC Municipalities – BC Oceans & Coastal Strategy: An Overview**

Information was received from the Union of BC Municipalities regarding an ocean and coastal strategy being developed by the Ministry of Environment. The correspondence was received for information.

- (f) BC Association of Emergency Managers – Media Release re: Funding for Emergency Management Training**
- (g) BC Ferries – Alternative Service Providers for Ocean Falls & Denny Island**
- (h) Central Coast Health and Wellbeing Charter – December 11, 2009 Meeting Minutes**
- (i) City of Richmond – Letter to Solicitor General re: PRIME-BC**
- (j) Coast Sustainability Trust II – 2009 Fourth Quarter Report**
- (k) Ministry of Agriculture and Lands – Transitional Policy for Aquaculture**
- (l) Ministry of Healthy Living and Sport – Produce Availability in Remote Communities Initiative**
- (m) Union of BC Municipalities – Controlled Alien Species Regulation**
- (n) Union of BC Municipalities – Cosmetic Pesticide Consultation**

Various items of correspondence were received on a variety of topics of interest to the regional district.

**10-02-13** M/S Directors O'Neill/Emery that General Correspondence Items **D(c)-(n)** be received for information.

**CARRIED**

**(E) GENERAL REPORTS**

**(a) Chair's Report**

Chair Hyde advised that she intends to provide a written report to the board at future meetings.

**(b) VIRL Report**

Director Emery updated directors regarding a survey that is being made available to Central Coast residents regarding services they would like to see offered by VIRL.

**(c) Administration Report**

The monthly Administration Report provides updates on a variety of matters of an administrative nature. This month's report highlighted progress on the Bella Coola Valley Recreational Facility Feasibility Report. A request has been received from the Nuxalk Nation Council for directors to attend a Council meeting to discuss the Feasibility Study.

**10-02-14** M/S Directors O'Neill/Lande that the General Reports be received. **CARRIED**

**(F) FINANCIAL REPORTS**

**(a) Accounts Payable Report – December 2009**

**10-02-15** M/S Directors O'Neill/Lande that the payments of expenditures and commitments in the amount of FIFTY-ONE THOUSAND, EIGHT HUNDRED NINE DOLLARS AND THIRTY-FOUR CENTS (\$51,809.34) as represented by cheques #13901 to #13952 for the month of DECEMBER and issued pursuant to the Central Coast Regional District policies and budgets for the year 2009, be approved and ratified. **CARRIED**

**(b) Accounts Payable Report – January 2010**

**10-02-16** M/S Directors O'Neill/Lande that the payments of expenditures and commitments in the amount of SIXTY-FIVE THOUSAND, SEVEN HUNDRED SEVENTY-SEVEN DOLLARS AND THIRTY-SEVEN CENTS (\$65,777.37) as represented by cheques #13954 to #14040 for the month of JANUARY and issued pursuant to the Central Coast Regional District policies and budgets for the year 2010, be approved and ratified. **CARRIED**

**(c) 2009 Financial Plan Update**

Chief Financial Officer Donna Mikkelsen presented a financial plan update for the year 2009. All schedules are as expected. Currently staff is preparing for the arrival of the Auditors during the week of February 22, 2010.

**(d) Preliminary Financial Plan – 2010 – 2014**

CFO Mikkelson presented a preliminary 2010-2014 Financial Plan. The preliminary version of the budget does not reflect the key strategies identified in the Strategic Plan. Over the next month, much more specific information will be included in the Financial Plan for presentation at the March regular meeting.

Directors offered some suggestions for the 2010 budget, including reducing the number of persons attending conventions such as AVICC and UBCM.

**10-02-17** M/S Directors O'Neill/Emery that the Financial Reports be received. **CARRIED**

**(G) REFERRALS FROM OTHER AGENCIES**

There were no referrals.

**(H) BYLAWS AND POLICIES**

There were no bylaws or policies for consideration.

**(I) BUSINESS BY ELECTORAL AREA DIRECTOR**

**Area D**

• **Bear Aware Program/Funding**

Director O'Neill raised the issue of the absence of a conservation officer in the Bella Coola Valley. Due to the considerable potential for human-bear conflict in the Bella Coola Valley, Director O'Neill urged the board to lobby for a Bear Aware/Bear Smart Program for the Bella Coola Valley. Director O'Neill and staff have had some communication with representatives from other communities in this regard, as well as with potential volunteers from the Valley.

Staff will initiate communications with BC Parks staff and local volunteers regarding moving forward with a local Bear Smart and/or Bear Aware Program.

**(J) MATTERS BROUGHT OUT OF CAMERA**

No matters were considered in camera.

**(K) ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:20 pm.

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**Chair**

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**Administrator**