



CENTRAL COAST REGIONAL DISTRICT

REGULAR BOARD MEETING MINUTES

DATE: May 8, 2014

**ATTENTION**

*These minutes are draft and subject to amendment. Final approval and adoption is by resolution at the next scheduled meeting.*

**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 – May 8, 2014**

In Attendance:           Electoral Area A                           Director Cathi McCullagh  
                                  Electoral Area B                           Chair Reg Moody-Humchitt  
                                  Electoral Area C                          Director Brian Lande  
                                  Electoral Area D                          Director Ivan Tallio\* by phone  
                                  Electoral Area E                          Director David Anderson  
                                  CAO    Darla Blake  
                                  CFO    Donna Mikkelson (portion)  
                                  Public Works Manager                  Ken McIlwain (portion)  
                                  Recording Secretary                      Cheryl Waugh

One member of the public

**PART I - INTRODUCTION**

**1. Call to Order**

Chair Reg Moody-Humchitt called the meeting to order at 9:44am

- (a) (Opening Reflection/Prayer)  
Chair Reg Moody-Humchitt offered the opening prayer
  
- (b) Board Meeting Attendance – Director Ivan Tallio – \*by teleconference call as per Bylaw #423 Sec 9 (b)(v)  
*Subject to the conditions set out in the Regional District Electronic Meetings Regulations, BC Reg 281.2012, a Member who is unable to attend at a Board meeting or regular or special meeting, may participate in the meeting by means of electronic or other communication facilities, if the Member is unable to attend in person because of:..... (v)another reason which, in the view of the Board, renders attendance in person by the Member impractical.*

**14-05-01** M/S Directors Anderson/McCullagh that Director Tallio be permitted to attend the May 8, 2014 board of directors meeting by phone.

**CARRIED**

Director Anderson recalled a past incident when the procedure for attending by phone was not followed. This was duly noted for the board’s attention. The CAO noted there is a policy and a

bylaw with different information. Bylaw No. 423 on meeting procedures will take precedence in future.

**2. Adoption of Agenda**

- (a) (Introduction of late items)

General Correspondence Items

F(f) Letter dated April 29, 2014, Network BC

F(g) Letter dated April 17, 2014 Northern Development Initiative Trust

F(h) Email dated May 5, 2014, CCEARS working group

- 14-05-02** M/S Directors Anderson/McCullagh that the agenda be adopted as presented with the addition of late items F(f), (g) and (h).

**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.

The following item was moved to follow Part IV-GENERAL BUSINESS

**(A) IN CAMERA MATTERS**

- (a) Matters Brought out of In Camera – None

**(B) ADOPTION OF MINUTES**

- (a) **Regular board meeting April 10, 2014**

- 14-05-03** M/S Directors Lande/McCullagh that the minutes of the Regular Board meeting dated April 10, 2014 be adopted.

**CARRIED**

**PART II- PUBLIC CONSULTATION**

1. **Delegations - None**
2. **Public Questions and Comment Period – None**

**PART III – LOCAL GOVERNANCE**

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

**Administrative Services**

**(a) Administration Report, May 1, 2014**

**14-05-04** M/S Directors Anderson/Tallio that the Administration Report dated May 1, 2014 be received.

**CARRIED**

Director Anderson noted the accomplishment of the CCRD's first annual report. This is a requirement for municipalities but not for regional districts.

**14-05-05** M/S Directors McCullagh/Lande that the Central Coast Regional District Board approves Administration's recommendation to hold the 10th July 2014 Board meeting at Denny Island, in order to accommodate a Community Strategic Planning workshop on Denny Island, later that day.

**CARRIED**

**14-05-06** M/S Directors McCullagh/Anderson that the Central Coast Regional District Board approve the proposed timelines to hold a Board Strategic Planning workshop and Community Strategic Planning workshops on the following dates:

- 11 June 2014 (afternoon or evening) - for CCRD Board of Director's Strategic Planning Workshop
- 10<sup>th</sup> July 2014 - Denny Island and Bella Bella Community Strategic Planning Workshop to be held on Denny Island
- 14th August 2014 - Bella Coola Valley Community Strategic Planning Workshop
- Separate 'open house' public meetings to discuss Solid Waste Management (Bella Coola Valley), Shearwater Water systems, Bella Coola Townsite Waste Water - Dates and times to be determined.

**CARRIED**

It was suggested that the Chief Councillor of the Wuikinuxv Nation be invited to the strategic planning session scheduled for the outer coast in July.

**(b) BC Ferries – report dated May 1, 2014**

Communication was received from the *Save the Discovery Coast Ferry* lobby group requesting that the board send a proposed letter, which was drafted by the lobby group, to the Province, listing the premier, several ministers, MLAs and the president of BC Ferries as recipients. The intent of the letter is to further lobby on the matter of the cut to Route 40 ferry service between Port Hardy and Bella Coola

**14-05-07** M/S Directors Lande/Tallio that the Central Coast Regional District Board directs the Chief Administrative Officer to send the proposed draft letter for saving the Discovery Coast Ferry (direct sailing between Port Hardy and Bella Coola), to Premier Christy Clark, Transportation and Infrastructure Minister Todd Stone, Mike Corrigan (BC Ferries President) and others as listed in the report of 1 May 2014.

**CARRIED**

**14-05-08** M/S Directors Anderson/McCullagh that Resolution #14-05-07 be amended by eliminating the word *draft*.

**CARRIED**

**(c) Use of Chemical Treatment for weed control along Hwy 20, report dated May 1, 2014**

At its 10<sup>th</sup> April 2014 Board meeting, Directors considered a letter from Mr. Kevin O’Neill regarding his concerns about the use of chemical treatments for weed control along Highway 20.

Further to this, the CAO spoke with staff regarding the history behind the previous Board decision and requested more information on the bylaw. The CAO was informed there is no bylaw and that while previous Boards had made decisions to not allow the use of chemical treatments, later Boards had a different view on the issue.

The report provided the Board historical information on the chemical treatment debate. Given there is no bylaw, decision 14-04-23 from the April 2014 meeting will need to be re-addressed to ensure accuracy.

**14-05-09** M/S Directors Anderson/Tallio that the report dated May 1, 2014, ‘Use of chemical treatment for weed control along Highway 20’ be received.

**CARRIED**

*See also Item (D)iv)-Electoral Area D Report*

**Financial Services**

Chief Financial Officer (CFO), Donna Mikkelson joined the meeting

**(d) Risk Management Conference Attendance Report dated May 1, 2014**

The CFO provided highlights from the April 2014 Risk Management Conference hosted by the Municipal Insurance Association of BC (MIABC), which sponsored her attendance on behalf of the CCRD. A presentation will be provided to staff in the next week to acknowledge pertinent changes to the organization’s programs and services.

**14-05-10** M/S Directors Anderson/McCullagh that the May 1, 2014 report titled ‘Risk Management Conference Attendance’ be received

**CARRIED**

The CFO left the meeting

### **Development Services**

#### **(e) Land Use Planning – May 1, 2014 report**

The Land Use Planning report tracks the interest of the public regarding inquiries related to the regional district's Zoning and Official Community Plan (OCP) bylaws, maps and other information regarding land use planning.

**14-05-11** M/S Directors Tallio/Lande that the Land Use Planning Report dated May 1, 2014 be received.

**CARRIED**

### **Public Works**

Public Works Manager (PWM), Ken McIlwain, joined the meeting

#### **(f) Report dated May 1, 2014**

The Public Works Department report highlights developments and issues surrounding the Thorsen Creek Waste and Recycling Centre, recreation facilities, the Bella Coola Airport, town site water and street lighting.

The PWM spoke to the highlights of the report, which included a recent tour of the landfill with senior Nuxalk administration and Aboriginal Affairs Northern Development Canada (AANDC) capital funding and engineering personnel. The purpose of the tour was to review the increased contribution amount requested from the Nuxalk Nation. There is now a better understanding of the current challenges faced by the landfill but the AANDC has requested further financial information from the CCRD to assist with their decision.

Planning continues for start-up of the Multi Material BC recycling initiative. A job description and posting have been developed for an attendant to operate the recycling facility. Logistics for transportation of recycled goods are being worked on with the post collection service provider and educational materials and signage are being organized for the depot. Site planning for upgrading of recycling facilities is underway. The public has expressed strong support for more recycling initiatives.

Director Anderson noted that the CCRD has made major accomplishments with the landfill facilities over the years. It is a process with many steps. He suggested a news release be produced highlighting the accomplishments and some of the new initiatives.

#### **Walker Island Park-**

New infield material has been ordered for Walker Island ball field and a new outhouse facility has also been ordered.

#### **Centennial Pool-**

A contractor has been retained to assist with the pool start up and general maintenance. Pool staff will work with maintenance contractors and site improvements will attempt to extend the pool season.

**Denny Island/Shearwater Water System-**

An engineer has been retained to assist in development of a Design Brief for the water system engineering project. This will present an upfront summary of all the critical aspects of the project so that the scope of the project can be clearly identified.

**14-05-12** M/S Directors Anderson/Lande that the Public Works Department Report dated May 1, 2014 be received.

**CARRIED**

**(g) Letter to the Ministry of Environment re: Draft Landfill Criteria**

A letter prepared by the Public Works Manager to the Ministry of Environment (MOE) commented on the proposed changes to the Ministry's *Landfill Criteria for Municipal Solid Waste - Draft Interim Second Edition*.

Several issues were cited but one of the main ones is removal of a classification that previously allowed the CCRD freedom from specific constraints. The new criteria has removed this and placed the CCRD landfill with all other highly engineered landfills and subject to the same planning, siting, design and operating criteria. The letter cites that there should be exemption criteria for smaller landfills.

**14-05-13** M/S Directors Anderson/Lande that the letter to the Ministry of Environment commenting on the *Landfill Criteria for Municipal Solid Waste - Draft Interim Second Edition* be received.

**CARRIED**

**14-05-14** M/S Directors Lande/Anderson that the letter dated May 6, 2014 commenting on the Ministry of Environment's publication '*Landfill Criteria for Municipal Solid Waste – Draft Interim Second Edition*' be sent to the Ministry of Environment, Environmental Standards Branch, on behalf of the Board of the Central Coast Regional District.

**CARRIED**

Directors Lande and Anderson expressed their thanks to the Public Works Manager for his diligent work on this topic.

The PWM left the meeting

**RECESS**

**RECONVENE**

The regular meeting reconvened at 11:15am

**Leisure Services**

**(h) Centennial Pool Commission, April 10, 2014 minutes**

The Centennial Pool Commission minutes focused on staffing, scheduling and opening preparations for the upcoming season. A computer has been purchased and internet service will be installed for management and operations.

- 14-05-15** M/S Directors Anderson/Lande that the Centennial Pool Commission minutes dated April 10, 2014 be received.

**CARRIED**

### **Protective Services**

- (i) Emergency Management – Report dated April 23, 2014, Port Alice Earthquake.**

- 14-05-16** M/S Directors Anderson/McCullagh that the report dated April 23, 2014, Port Alice Earthquake be received.

**CARRIED**

### **Transportation Services**

- (j) Bella Coola Airport – Denny Island Airport, May 1, 2014 report**

The Transportation Services Report contains information regarding the Safety Management System, lease lots, signage, maintenance and operations at both the Denny Island and Bella Coola Airports.

- 14-05-17** M/S Directors Anderson/Tallio that the Transportation Services Report dated May 1, 2014 be received.

**CARRIED**

## **(D) EXECUTIVE REPORTS**

- (a) Chair's Report** - Chair Reg Moody-Humchitt provided a verbal report

There has been a lot of information and correspondence about BC Ferries and the Save the Discovery Coast group and a lot of good work is being done there. Other commitments have recently precluded further attention to regional district business.

### **Electoral Area Reports**

- i) Area A** – Director Cathi McCullagh provided a verbal report

A crew for the television show *The Timber Kings* was recently on Denny Island to film an episode. Transport of large log loads became a serious concern due to the current state of the island's roads. In the end non-traditional hauling methods were employed and what could have been an opportunity to showcase Denny Island to the television audience may instead turn into negative publicity for the community.

Interior Roads has informed Director McCullagh that grading will be done on the 13<sup>th</sup> of June and again the beginning of September. They did not mention the addition of new gravel. Some constituents are saying they will not pay the road tax portion of their taxes due to the perceived lack of attention to local roads. Director McCullagh has asked the CFO for a breakdown on this. The CAO asked that the Central Coast Chamber of Commerce write to the board and outline all



of the concerns about the roadways. The board can then make a decision and concerns can be forwarded to Interior Roads and the Ministry of Transportation and Infrastructure.

ii) **Area B** - See Chair's Report

iii) **Area C** – Director Lande provided a verbal report

Director Lande expressed concern that the Bella Coola harbour is fast filling in with silt. Most of the dredged material disposed in the ocean is done so at specifically designated dumping sites. Although dredging is needed here there are no designated dump sites within reasonable proximity and one is needed here.

Director Lande asked if a response to the poor pavement condition of valley roads has been received from the Ministry of Transportation and Infrastructure. The CAO responded that no reply has been received to date.

iv) **Area D** – Director Tallio provided a verbal report

Director Tallio spoke to continuing concerns surrounding the chemical treatment of noxious weeds by the Ministry of Transportation and Infrastructure (MoTI) along the highway. He commented that the CAO was seeking legal counsel on the status of chemical spraying. It is his understanding that the MoTI would proceed with the application even under protest by the Nuxalk Nation and the CCRD. Director Tallio wanted to follow-up with the board on this for further discussion.

The question was asked whether the CCRD should have a policy or a bylaw addressing the application of chemical treatments for weeds. The CAO referred to her report to the board, Item C(c), specifically pages 26-32, which include research on the legislation. It confirms that the ministry does have the right to apply whatever treatment is deemed necessary for eradication and that they have a legal requirement to get rid of noxious plants. The CAO also explained that in the case of Japanese Knotweed the treatment is via stem injection and not random spraying.

Further discussion revealed that this falls outside of the regional district's mandated services and therefore a policy or bylaw would not be enforceable. The CAO was encouraged to get a legal opinion as the board desires to take a stand and put forward a position. This may be the law of the province but it concerns and affects all residents.

v) **Area E**- Director Anderson had nothing to report for Area E

## **(E) BYLAWS AND POLICIES**

### **(a) Policy A-8 – Office Services to the Public**

**14-05-18** M/S Directors Anderson/Lande that Policy A-8, Office Services to the Public, be rescinded effective today since the service is no longer required.

**CARRIED**

### **(b) Bylaw 427, Temporary Borrowing Bylaw, 2014**

Bylaw 427 is a Temporary Borrowing Bylaw for the year 2014 which provides for the borrowing of such sums of money as may be requisite to meet the current lawful expenditures of the regional district.

**14-05-19** M/S Directors Lande/Anderson That Bylaw No. 427 cited as the “Temporary Borrowing Bylaw 427, 2014” be now introduced and read a first time;

AND That Bylaw No. 427 cited as the “Temporary Borrowing Bylaw 427, 2014” having been given due and detailed consideration by the Board be now read a second and third time;

AND That Bylaw No. 427 cited as the “Temporary Borrowing Bylaw 427, 2014” having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Person responsible for corporate administration.

**CARRIED**

#### **PART IV– GENERAL BUSINESS**

##### **(F) GENERAL CORRESPONDENCE**

- (a) Letter dated April 16, 2014, Vancouver Island Regional Library**
- (b) Letter dated April 28, 2014, Interior Roads Ltd.**
- (c) Letter dated April 9, 2014, Municipal Finance Authority of BC**
- (d) Letter dated April 28, 2014, Auditor General for Local Government.**
- (e) Letter dated April 29, 2014, City of Richmond**
- (f) Letter dated April 29, 2014, Network BC**
- (g) Letter dated April 17, 2014 Northern Development Initiative Trust**
- (h) Email dated May 5, 2014, CCEARS working group**

**14-05-20** M/S Directors Anderson/Lande that items (F)(a) to (h) be received.

**CARRIED**

**14-05-21** M/S Directors Anderson/Lande that the CAO be requested to attend Interior Roads Ltd. May 14<sup>th</sup> summer stakeholders meeting to bring concerns of the board forward and if the CAO's attendance is not possible that a letter instead be sent citing concerns about the state of regional roads.

**CARRIED**

After an in-depth review of directors' schedules and that of the CAO it was determined no one will be available to attend the May 12<sup>th</sup> public meeting of the Central Coast Electoral Area Restructure Study Group (CCEARS). A response to the group's invitation will be sent explaining that due to lack of availability the regional district sends its regrets but looks forward to reviewing the report from the 12<sup>th</sup> of May and extends an invitation for the CCEARS representatives to meet with the board at their pleasure.

**RECESS**

**RECONVENE**

The regular meeting reconvened at 12:51pm

**14-05-22** M/S Directors Lande/Anderson that the meeting go in-camera to consider matters pursuant to Section 90(1)(a), 90(1)(a)(g) and 90(1)(f)(g)(i) of the *Community Charter*.

**CARRIED**

**RECONVENE**

The regular meeting reconvened at 2:22pm

**(G) ADJOURNMENT**

There being no further business the meeting was adjourned at 2:25

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer