



CENTRAL COAST REGIONAL DISTRICT
DRAFT REGULAR BOARD MEETING MINUTES

DATE: September 6, 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 – September 6, 2018

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

PART I - INTRODUCTION

1. Call to Order

The Chair called the meeting to order at 9:32 am and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

2. Adoption of Agenda

18-09-01 M/S Directors Schooner/RHall that the agenda be adopted as amended by removing Joan Esnayra Item C under the Delegations. **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.

No disclosures of financial interests were made.

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) ADOPTION OF MINUTES

a) Regular Board Meeting July 19, 2018.

18-09-02 M/S Directors Johnson/THall that the July 19, 2018 minutes be adopted as read with an amendment on page 10, to correct the spelling of Minister Trevena's name.

CARRIED

Director Richard Hall discussed the Hagensborg Waterworks District and recommendations from an engineer. CAO Kirk identified that Kevin O'Neill is on the Agenda for Delegation. It was decided that this discussion shall continue then.

PART II – PUBLIC CONSULTATION

(A) Delegations

a) Jeffrey Snow – Community Paramedic

Snow from the Community Paramedic Program joined the meeting at 9:42 am.

Snow is representing the British Columbia Ambulance Service and is introducing the Community Paramedic Program to the Bella Coola Valley. Snow explained that the program is for prevention work throughout the Bella Coola Community, to curb the number of calls to the ambulance service. The Community Paramedic Program is 2 years old. It started in England and it is a new program for the British Columbia Ambulance Service. Snow described that the program works to help individuals understand their medication and involves a lot of prevention work with an aim to reduce hospital visits. He noted that he has been able to accomplish a lot since the program started in Bella Coola in January 2018. The BC Ambulance Service is gathering all the Community Paramedics in Nanaimo at the end of September and Snow will be giving a presentation on why implementation of the Community Paramedic Program is so successful in Bella Coola.

Snow mentioned that another program, called Home Health Monitoring, will be available in the community as well. The program will involve a three month trial, which will include a tablet, blood pressure cuff, blood sugar monitor, a scale and a pedometer. He shared how the program and supplies will work with the Tablet and how it involves the Community Paramedic. The BC Ambulance Service would like Bella Coola to champion this program.

A discussion followed around potential advocacy that the Central Coast Regional District could undertake on behalf of the program and Snow's efforts.

Snow left the meeting at 10:08 am.

b) Kevin O'Neill – Hagensborg Waterworks Improvement District

O'Neill from the Hagensborg Waterworks Improvement District (HWID) joined the meeting at 10:10 am.

O'Neil is requesting a letter of support for the Hagensborg Community Portable Water Enhanced Distribution and Treatment project. An application was put together and requires the CCRD to sponsor the project. A resolution was unanimously passed by the HWID Board requesting the CCRD write a support letter.

O'Neil provided background on the identified need, the application and the proposed project. He explained that the existing infrastructure is deteriorating and that there is not currently a water treatment system. The local fire chief identified that, at this time, there is not enough water pressure to fight fires. This grant opportunity requires that the local government sponsor the application. The completed application involves funds for replacing water mains. The grant would provide 72% of funds required for the project and the HWID has the remaining funds.

Discussion followed around the proposed project plan, budget, and community partnership opportunities. If the grant is successful there will be public consultation. CCRD asked that O'Neill put together the documents showing the risk of fire danger, the potable water quality, and the Vancouver Coastal Health restrictions around taking on new clients and businesses when there is a boil water advisory.

- 18-09-03** M/S Directors RHall/ Schooner that the CCRD Board sponsor the Hagensborg Waterworks Improvement District application for funding under the recently announced environmental quality program, a sub stream of the Investing in Canada Infrastructure program and that the CCRD advocate to provincial and federal levels of government for support of this project. **CARRIED**

O'Neill left the meeting at 10:48 am.

Recess at 10:49

c) Joan Esnayra, Ph.D., Peter Tallio Health and Wellness Director – Hydroponic Design Phase 1

The delegation was canceled.

(B) IN CAMERA MATTERS

- 18-09-04** M/S Directors Schooner/Johnson that the Board go in camera for consideration of an item under Section 90(1)(a) of the *Community Charter* relating to personal information about an identifiable individual who holds or is being considered for a position, officer, or agent at the Municipality or another position appointed by the Municipality and consideration of an item under Section 90(2)(b) of the *Community Charter* relating to the information received and held in confidence relating to negotiations between the Municipality and a Provincial government. **CARRIED**

The meeting went in camera at [REDACTED]
The regular meeting resumed at 3:06 pm

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) CAO Report

18-09-05 M/S Directors Johnson/RHall that the CAO Report be received. **CARRIED**

CAO gave an update on the Emergency Operations Centre, airport obstacle limitations survey, Centennial pool renewal designs, the Denny Island water service project and funding status, the office reorganization, new staffing, and the 2018 elections.

Due to the amount of staff time taken by the 2018 Wildfires and the joint EOC with Nuxalk Nation, CAO Kirk is making a Request for Decision to hire an emergency contractor to undertake the Chief Election Officer role in order to move forward with the Elections.

The new Finance Manager, Rose Liu, has completed her probation period and is doing a wonderful job. CAO Kirk would like to welcome Rose in her new position as the CCRD Chief Financial Officer.

(b) Request for Decision - 2018 Elections

18-09-06 M/S Directors Johnson/RHall that the Request for Decision for the 2018 Elections be received. **CARRIED**

18-09-07 M/S Directors THall/RHall that the Board of Directors of the CCRD determines that newspaper publication of notices relating to the 2018 General Election is not practicable; and that the Board considers posting notices on Facebook and posting notices in prominent locations throughout the district as reasonably equivalent to advertising in a newspaper and further that the determination of prominent locations throughout the district be made by the Chief Election Officer.

That for the 2018 General Election the Board of Directors rescinds the appointment of Courtney Kirk as Chief Election Officer and appoints James A Tarvis as Chief Election Officer effective the date James A Tarvis signs the declaration of office for Chief Election Officer

That for the 2018 General Elections the Board of Directors rescinds the appointment of James A Tarvis as Chief Election Officer effective at 11:58 pm on October 22, 2018 and appoints Robert A Harper as Chief Election Officer effective 11:59 pm on October 22, 2018

That the Board of Directors delegates the authority to Courtney Kirk, CAO, to set the terms and conditions of the appointments of James A Tarvis and Robert A Harper as Chief Election Officers. **CARRIED**

Courtney Kirk spoke to the experience of James A Tarvis and Robert A Harper and their capacity to act in the role of Chief Election Officer.

(c) Request for Decision – July 19, 2018 Meeting with Nuxalk Chief and Council (Directors Remuneration)

18-09-08 M/S Directors THall/RHall that the Request for Decision – Meeting with Nuxalk Nation Chief and Council Board Remuneration be received. **CARRIED**

18-09-09 M/S Directors RHall/Johnson that the Board of Directors review and approve remuneration for the meeting with Nuxalk Chief and Council on July 19th 2018 .

CARRIED

Director Schooner and Director Travis Hall read the Disclosure of Financial Interest.

Director Schooner and Director Travis Hall left the room at 3:19pm

Director Schooner and Director Travis Hall returned to the meeting at 3:22pm

FINANCIAL SERVICES

(d) Request for Decision - Swearing- In of CCRD's Chief Financial Officer (CFO)

18-09-10 M/S Directors Schooner/Johnson that the CCRD's Chief Financial Officer Swearing in and Bio be received. **CARRIED**

Rose Liu joined the meeting at 3:20

18-09-11 M/S Directors Schooner/THall that the Board of Directors of the CCRD approves Rose Liu swearing in as the CCRD's CFO. **CARRIED**

Rose Liu made her Oath of Office.

The Chair and Board of Directors welcomed and congratulated Liu.

DEVELOPMENTAL SERVICES

(e) Ferry Terminal Survey – Feedback request from BC Ferried – Ferry Terminal Concept Plans Central Coast

18-09-12 M/S Directors Johnson/THall that the Ferry Terminal Survey, Feedback Request and Ferry Terminal Concept Plans be received. **CARRIED**

CAO Kirk identified that this was included as an information piece for the Board. When a new Economic Development Officer is hired, this will be within their files.

LEISURE SERVICES

(f) Centennial Pool Commission Meeting Minutes dated July 15, 2018

18-09-13 M/S Directors THall/RHall that the Centennial Pool Commission Meeting Minutes dated July 15, 2018 be received as read.

CARRIED

(g) Centennial Pool Commission Meeting Minutes dated July 30, 2018

18-09-14 M/S Directors RHall/Schooner that the Centennial Pool Commission Meeting Minutes dated July 30, 2018 be received as read.

CARRIED

PROTECTIVE SERVICES

(h) Emergency Program Coordinator Report (Verbal)

CAO reported that the CCRD has successfully run a joint EOC with the Nuxalk Nation in response to the 2018 Wildfires that initiated a provincial State of Emergency. The Tweedsmuir Complex Fire has grown to 300,000ha. There is still an active evacuation alert for the Dean River Channel area and the EOC awaits recommendations from Coastal Wildfire.

The CAO thanked the CCRD Board and Nuxalk Council for the Joint Memorandum of Understanding (MOU) between the CCRD and the Nuxalk Nation for a Regional Emergency Management Partnership.

(i) Memorandum of Understanding Central Coast Regional Emergency Management Partnership

18-09-15 M/S Directors Schooner/RHall that the Memorandum of Understanding be accepted as received.

CARRIED

GOVERNANCE

(j) UBCM – Provincial Cabinet Minister meeting confirmations

18-09-16 M/S Directors THall/RHall that the UBCM – Provincial Cabinet Minister meeting confirmations be received.

CARRIED

Five meetings have been confirmed. The CCRD will be meeting with the following Ministers: Minister of Finance, Minister of Citizen Services, Minister of Transportation and Infrastructure, Minister of Public Safety and Solicitor General, and a joint meeting with the Minister of Municipal Affairs &

Housing and Minister of Crown-Indigenous Relations. Discussion followed on the topics to cover in the meetings and the preparation required for UBCM.

(k) CCRD Participation at UBCM

18-09-17 M/S Directors RHall/Schooner that the CCRD Participation at UBCM Documents be received. **CARRIED**

(l) Finalization of details for CCRD UBCM Delegations (Verbal)

The Board completed discussion of preparation for participating in UBCM meetings and panels.

(D) EXECUTIVE REPORTS

(a) Chair and Electoral Area C Report –

Chair Sayers acknowledged that she has had a rich experience being the Chair of the Board and is proud of everything that the Board has been able to accomplish together. This will likely be Chair Sayers last in-person meeting and she will be happy to see everyone at UBCM. Chair Sayers reminded the Board that although the elections are in October, the existing Board is in place until the new Board is sworn in so they will still be together until that time.

(b) Electoral Area Reports

Area A

Director Johnson gave an update on the Hydro project. There is a Youth Centre project planned to start, Wuikinuxv will be building nine new houses. There are six to seven students and a lot of young people want to move home.

Area B

Director Travis Hall explained that Bella Bella had a by-election to replace someone who had resigned. There are six new councillors and they have been sworn in and portfolio selection has taken place. Director Travis Hall looks forward to getting the new councillors involved with the work that is being done at the CCRD Board level and working on relationship building.

Area D

Director Richard Hall has seen the significant change within the last four years. The community is starting to see now that the CCRD is more open minded and interested in building better relationships. The current Board that we have, and the future Board, are going to recognize this.

Area E

Director Schooner is happy with the team that CAO Kirk has built and is happy to have worked alongside this Board and he is glad to have built relationships with the other Board members at the table. Schooner acknowledged the work that Sayers has done in her role as Chair along with the team and leadership.

(E) BYLAWS AND POLICIES

(a) Request for Decision – Zoning Bylaw Amendments

18-09-18 M/S Directors Johnson/RHall that the CCRD Board of Directors introduce and give readings to Bylaw No. 71, 1984 cited as Bella Coola Consolidated Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 483, 2018. **CARRIED**

18-09-19 M/S Directors RHall/THall that the Bylaw No. 71, 1984. cited as Bella Coola Consolidated Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 483, 2018 be now introduced and read a first time. **CARRIED**

CAO Kirk gave an update on the amendment to zoning bylaw. There is nothing in the existing zoning bylaw that addresses cannabis operations. With the proposed amendment, cannabis operations will be generally prohibited in all zones unless specifically permitted. The changes to the zoning bylaw will allow the Regional District the time to engage in further research and in public in consultation to identify whether or not the community will allow cannabis operations and in what areas these activities should/should not be allowed to occur. The Bylaw is only applicable to the geographic area within the Bella Coola Valley where CCRD has a zoning bylaw.

18-09-20 M/S Directors THall/RHall THAT the Bylaw No. 71, 1984. cited as Bella Coola Consolidated Zoning Bylaw No. 71, 1984 having been given due and detailed consideration by the Board be now read a second and third time **CARRIED**

(b) Request for Decision – CCRD Website Privacy Policy A-32

18-09-21 M/S Directors /Schooner/THall that the Board of Directors of the Central Coast Regional District reviews and approves the policy updates of the A-32-CCRD Website Privacy Policy. **CARRIED**

(F) GENERAL CORRESPONDENCE

(a) Gas Tax Agreement Community Works Fund Payment Letter

18-09-22 M/S Directors Schooner/RHall that the UBCM Gas Tax Agreement Community Works Fund Payment Letter dated July 20, 2018 be received as read. **CARRIED**

(b) Green Communities Committee

18-09-23 M/S Directors Schooner/RHall that the Green Communities Committee Letter dated August 15, 2018 be received as read. **CARRIED**

(c) aKd Resources – Review of the Auditor General for Local Government Act and Office Letter

18-09-24 M/S Directors Schooner/RHall that the Review of the Auditor General for Local Government Act and Office letter dated August 29, 2018 be received as read. **CARRIED**

(G) ADJOURNMENT

18-09-25 M/S Directors Schooner/RHall that the Board of Directors meeting be adjourned.

CARRIED

There being no further business the meeting was adjourned at 4:12pm.

Chair

Chief Administrative Officer