

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”

DRAFT REGULAR BOARD MEETING MINUTES – April 12, 2012

In Attendance:	Electoral Area A	Director Cathi McCullagh
	Electoral Area B	Alt. Director Reg Moody
	Electoral Area C	Chair Brian Lande
	Electoral Area D	Director Ivan Tallio
	Electoral Area E	Alt. Director Sam Schooner
Staff/Associates:	Chief Administrative Officer	Joy MacKay
	Chief Financial Officer	Donna Mikkelson
	Emergency Coordinator	Stephen Waugh
	Recording Secretary	Cheryl Waugh
Human Resource Consultant:		Jill Tolliday

PART I - INTRODUCTION

1. Call to Order

Chair Lande called the meeting to order at 9:15 a.m.

2. Opening Reflection/Prayer

Alternate Director Moody offered a prayer for the meeting.

3. Adoption of Agenda

12-04-01 M/S Directors McCullagh/Moody that the agenda be adopted as presented
CARRIED

(IC) IN CAMERA MATTERS

12-04-02 M/S Directors McCullagh/Tallio that the meeting move in-camera for consideration of labour, Land and/or legal matters, pursuant to section 793(7) of the *Local Government Act*.
CARRIED

RECONVENE

The regular meeting reconvened at 11:15 a.m.

Chief Financial Officer, Donna Mikkelson , Emergency Coordinator, Stephen Waugh and Recording Secretary, Cheryl Waugh joined the meeting.

PART II – POLICY MATTERS

(B) LOCAL GOVERNANCE MATTERS

Administrative Services

(a) 2012 Strategic Priorities

12-04-03 M/S Directors McCullagh/Moody that the Strategic Priorities as presented in February 2012 be approved as presented.

CARRIED

(b) Governance Education – Roles & Responsibilities; Regional District Representation (Habkirk & Berry)

The CAO canvassed possible dates that all directors and alternate directors could be available for a governance education session. Discussion included the possibility of holding the May regular meeting via telephone conference call, and holding the governance session on a separate date. The CAO will communicate with the consultants and directors and confirm a date for the session.

(c) BC Ferries - Appointment to North Central Ferry Advisory Committee – Bella Coola Valley & Denny Island

12-04-04 M/S Directors Schooner/Moody that the CCRD board support the recommendation of Leonard Ellis from the Bella Coola Valley and Mark Schlichting from Denny Island to the North Central Ferry Advisory Committee.

CARRIED

Development Services

(d) Coast Sustainability Trust II – Stage 2 Project Approval Summary - Nuxalk Nation Excavator Acquisition

12-04-05 M/S Directors McCullagh/Moody that Director Lande’s appointment to the Coast Sustainability Trust be revoked and that the appointment of Directors McCullagh and Tallio be confirmed.

CARRIED

12-04-06 M/S Directors Schooner/Moody that the Coast Sustainability Trust II Project Summary - Nuxalk Nation Excavator Acquisition be received. **CARRIED**

(e) **Land Use Planning** – February 2012 – Report

(f) **Land Use Planning** – March 2012 – Report

12-04-07 M/S Directors McCullagh/Moody that items (e) and (f) the Land Use Planning reports for the months of February and March 2012 be received. **CARRIED**

Leisure Services

(g) **Denny Island Recreation Commission** – February 13, 2012 Meeting Minutes

12-04-08 M/S Directors McCullagh/Moody that the minutes from the February 13, 2012 Denny Island Recreation Commission meeting be received. **CARRIED**

(h) **Centennial Pool Commission** – March 10, 2012 Meeting Minutes

(i) **Centennial Pool Commission** – March 29, 2012 Meeting Minutes

12-04-09 M/S Directors Moody/McCullagh that items (h) and (i), the minutes from the March 10 and March 29, 2012 Centennial Pool Commission be received. **CARRIED**

(j) **Vancouver Island Regional Library** – From the Board Table

(k) **Vancouver Island Regional Library** – News Release

12-04-10 M/S Directors McCullagh/Moody that items (j) & (k) from the Vancouver Island Regional Library be received. **CARRIED**

Protective Services

(l) Emergency Management – February 2012 Monthly Report

(m) Emergency Management – March 2012 Monthly Report

EPC Waugh spoke to recent projects undertaken for flood protection purposes. He continues to work with Emergency Management BC to seek clarification of eligible projects such as the airport dike survey and obtaining funding for private property engineering advice.

The EPC also informed that he was scheduled to make a presentation to the Nuxalk Elders group, at the request of that organization.

Directors inquired as to details of the regional district's hiring practices for the enhanced flood response projects currently underway in Hagensborg. Staff outlined the process of advertising, contractor/equipment registration, and selection draw that was undertaken in relation to the projects.

12-04-11 M/S Directors Schooner/McCullagh that items (l) & (m), Emergency Management Reports for February and March 2012 be received.

CARRIED

(n) Emergency Planning – Elected Officials Workshop

A representative from Emergency Management BC will be presenting an interactive emergency planning workshop to the board of directors on June 13, 2012.

12-04-12 M/S Directors Schooner/McCullagh that the information received from Emergency Management BC regarding the elected officials workshops be received.

CARRIED

Transportation Services

(o) Transportation Services – February 2012 Report

(p) Transportation Services – March 2012 Report

12-04-13 M/S Directors Moody/McCullagh that items (o) & (p), Transportation Services Reports for the month of February and March 2012 be received.

CARRIED

PART III– PUBLIC CONSULTATION

None

PART IV– GENERAL BUSINESS

(C) ADOPTION OF MINUTES

(a) February 14-15, 2012 - Regular Meeting

12-04-14 M/S Directors McCullagh/Moody that the minutes of the regular meeting held February 14 & 15, 2012 be adopted as presented.

CARRIED

(b) March 8, 2012 - Regular Meeting

12-04-15 M/S Directors Lande/Tallio that the minutes of the regular meeting held March 8, 2012 be adopted as presented.

CARRIED

(c) March 22, 2012 - Special Meeting

12-04-16 M/S Directors Lande/Tallio that the minutes of the Special meeting held March 22, 2012 be adopted as presented.

CARRIED

RECESS

A recess was called at 12:10 p.m.

RECONVENE

The regular meeting reconvened at 12:54 p.m.

(D) GENERAL CORRESPONDENCE

(a) Union of BC Municipalities – Memo re: 2012 Resolutions Process

(b) Union of BC Municipalities – Member Release – Local Government Awareness Week

(c) Union of BC Municipalities – In the House

(d) Union of BC Municipalities – In the House – April 2, 2012

- (e) **BC Ferry Authority**– Appointments to BC Ferry Authority Board of Directors

12-04-17 M/S Directors McCullagh/Tallio that items (a) to (e) of General Correspondence be received.

CARRIED

- (f) **Marine Planning Partnership (MaPP)** – Call for Nominations

12-04-18 M/S Directors Tallio/Schooner that the matter of the Call for Nominations in relation to the Marine Planning Partnership (MaPP) be deferred and that staff seek clarification with regard to the involvement of Coastal First Nations in the process, prior to the board of directors proceeding with a nomination.

CARRIED

- (g) **Enbridge Northern Gateway Joint Review Panel**– Letter from Kevin O’Neill

12-04-19 M/S Directors Schooner/Moody that a letter be sent to the Enbridge Northern Gateway Joint Review Panel requesting that the deadline for registering to present to the Panel be extended and that community-wide advertising in relation to the extension and possible opportunities to present to the Panel be undertaken.

CARRIED

- (h) **Bella Coola Bear Working Group** – March 6, 2012 Meeting Summary

12-04-20 M/S Directors Moody/McCullagh that the Bella Coola Bear Working Group Meeting Summary dated March 6, 2012 be received.

CARRIED

- (i) **Bella Coola Valley Sustainable Agricultural Society** – Application to Community Works Fund

12-04-21 M/S Directors Lande/McCullagh that the application to the Community Works Fund in the amount of \$5000 to assist the community with electric fence materials, installation and operation be approved.

CARRIED

- (j) **BC Hydro** – Correspondence from residents regarding Smart Meters

12-04-22 M/S Directors Schooner/Tallio that a letter be sent to BC Hydro in support of optional installation of Smart Meters.

CARRIED

- (k) **City of Fort St. John et al.** – Expert Panel Review of Business Taxation and Local Government Revenue Sources Review

12-04-23 M/S Directors McCullagh/Schooner that a letter be sent requesting local government representation on the Expert Panel Review of Business Taxation and Local Government Revenue Sources Review.

CARRIED

(E) GENERAL REPORTS

- (a) **Chair’s Report** – February/March 2012

Chair Lande presented his report on recent attendance at the CEO/CAO conference and Municipal Finance Authority forum in Victoria. Subsequent meetings were held with the Coastal Communities Network regarding the CCRD’s involvement with the Marine Planning Partnership process.

Chair Lande also attended a meeting of the recently-formed Nusatsum Working Group.

- (b) **Administration Report** - February 2012

- (c) **Administration Report** – March 2012

12-04-24 M/S Directors Schooner/McCullagh that items (a), (b) and (c) the Chair’s Report and Administration Report for the months of February and March 2012 be received.

CARRIED

- (d) **Property Management Report** - March 2012

12-04-25 M/S Directors Moody/Schooner that the Property Management Report for the month of March 2012 be received.

CARRIED

(F) FINANCIAL REPORTS

- (a) **Financial Update – January to March 2012**

Directors discussed the Financial Update and, in particular, potential options for mitigating the effects of delayed or non-payment of the Landfill Contribution Agreement.

12-04-26 M/S Directors Schooner/Tallio that the Financial Update covering the period January - March 2012 be received.

CARRIED

(b) Parcel Tax Requisition 2012

The Chief Financial Officer reported that the 2012 parcel tax requisition has been submitted to the Province.

(G) REFERRALS FROM OTHER AGENCIES

- (a) Ministry of Forests, Lands and Natural Resource Operations** – Land File No. 1413663 – Application for Licence of Occupation by International Forest Products Ltd. for purposes of log handling/heli-drop zones – Hardy Inlet; Moses Inlet
- (b) Ministry of Forests, Lands and Natural Resource Operations** – Land File No. 1413668 – Application for Temporary Permit by Western Forest Products Inc. for purposes of log handling/heli-drop zones – Spiller Channel
- (c) Ministry of Forests, Lands and Natural Resource Operations** – Land File No. 1413667 – Application for Licence of Occupation by BCTS. for purposes of log dump/storage; camp tie up – Pierce Bay, Rivers Inlet
- (d) Front Counter BC** – File No. 5406852 - Application for a Crown Land Tenure by 0778253 BC Ltd. for purposes of commercial mechanized ski guiding
- (e) Ministry of Environment** – Approval Application by Nuxalk Nation for Changes in and About a Stream
- (f) Ministry of Forests, Lands and Natural Resource Operations** – Land File No. 1413669 – Application for Licence of Occupation by International Forest Products Inc. for purposes of log handling/heli-drop zones and float camp tie-up site – Labouchere Channel
- (g) Ministry of Environment** – Application for Crown Land Tenure – File No.1413649, Application by BC Hydro for a Crown Land Tenure for the purpose of utilities – Lama Passage.

12-04-27 M/S Director Lande/McCullagh that items (a) to (g) be received and that all future routine referral responses be addressed by staff.

CARRIED

Director Tallio left the meeting at 2:02 p.m.

(H) BYLAWS AND POLICIES

- (a) Central Coast Regional District Bylaw No. 409 – Swimming Pool Conversion and Service Establishment Bylaw No. 409, 2011**

12-04-28 M/S Directors McCullagh/Moody that Central Coast Regional District Bylaw No. 409, 2011, being a bylaw to establish a local service area within Electoral Areas C, D, & E to provide for a community swimming pool having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Administrator.

CARRIED

- (b) Central Coast Regional District Bylaw No. 410 – Bella Coola Airport Conversion and Service Establishment Bylaw No. 410,2011**

12-04-29 M/S Directors McCullagh/Moody That Central Coast Regional District Bylaw No. 410, 2011, being a bylaw to establish a local service area within Electoral Areas C, D & E, to provide for the operation of an airport having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Administrator.

CARRIED

- (c) Central Coast Regional District Bylaw No. 400 – Bella Coola Valley Zoning Amendment Bylaw No. 400, 2012**

12-04-30 M/S Directors Schooner/McCullagh:

That the Report prepared jointly by the Chief Administrative Officer and the Planning Consultant, dated March 25, 2012 be received; and

That Central Coast Regional District Bella Coola Valley Zoning Amendment Bylaw No. 400, 2012.” be read a first and second time to accommodate a “traveller accommodation use” (Suntree Guest Cottages) as a permitted use within the R-1 (Large Holdings) zone for the Suntree property only; and

That the Board of Directors directs staff to prepare for the holding of a public hearing regarding “Central Coast Regional District Bella Coola Valley Zoning Amendment Bylaw No. 400, 2012.

CARRIED

- (d) Central Coast Regional District Bylaw No. 388 – Board Meeting Procedures Bylaw No. 388, 2007**

12-04-31 M/S Directors Schooner/Moody that Staff be directed to prepare a bylaw to amend Central Coast Regional District Bylaw No. 388, 2007, being a bylaw to regulate the procedures of Central Coast Regional District Board Meetings and

that recommendations be formulated by staff with options and the amended version be presented to the board of directors for consideration.

CARRIED

(e) Policy F-15 – Receipts & Deposits Handling Procedures

12-04-32 M/S Directors Schooner/Moody that Central Coast Regional District Policy F-15 – Receipts & Deposits Handling Procedures be approved as presented.

CARRIED

(f) Policy A-10 – Filing Disclosures

12-04-33 M/S Directors McCullagh/Moody that Central Coast Regional District Policy A-10 – Filing Disclosures be reviewed as amended.

CARRIED

(g) Policy A-13 – Entrance Window Advertising

12-04-34 M/S McCullagh/Moody that Central Coast Regional District Policy A-13 – Entrance Window Advertising be reviewed as presented.

CARRIED

(h) Policy A-19 – Distribution of Bylaws

12-04-35 M/S Directors Schooner/McCullagh tat Central Coast Regional District Policy A-19 – Distribution of Bylaws be reviewed as amended.

CARRIED

(i) Policy A-22 – Bella Coola Airport Safety Management Policy

12-04-36 M/S Directors Schooner/McCullagh that Central Coast Regional District Policy A-22 – Bella Coola Airport Safety Management Policy be reviewed as presented.

CARRIED

(j) Policy E-4 – Regional Perspective on Board Operation

12-04-37 M/S Directors McCullagh/Moody that Central Coast Regional District Policy E-4 – Regional Perspective on Board Operation be reviewed as presented.

CARRIED

(k) Policy E-7 – Ethical Standards of Conduct for Elected Officials

12-04-38 M/S Directors McCullagh/Schooner That Central Coast Regional District Policy E-7 – Ethical Standards of Conduct for Elected Officials be referred to staff for revision.

CARRIED

- (I) **Central Coast Regional District Bylaw No. 407** – Central Coast Regional District Parks Conversion and Service Establishment Bylaw No. 407, 2011

12-04-39 M/S Directors McCullagh/Moody that Central Coast Regional District Bylaw No. 407, being a bylaw to convert the function of Regional Parks to a Regional Parks service area in Electoral Areas A, B, C, D & E of the Central Coast Regional District, having been considered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Administrator.

CARRIED

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

Area E

(a) **Correspondence from Director Anderson**

Alternate Director Schooner presented a note from Director Anderson requesting he be granted a leave of absence from Electoral Area “E” director duties as due to illness.

RECESS

A Recess was called at 2:32 p.m.

RECONVENE

The regular meeting reconvened at 2:43 p.m.

12-04-40 M/S Directors Schooner/McCullagh that the CAO be directed to inquire as to the legislative authority relating to a director’s leave of absence and that the matter of Director Anderson’s request be deferred until such time as such further information is available.

CARRIED

12-04-41 M/S Directors Schooner/McCullagh that correspondence items noted under Electoral Area E Business not be received.

CARRIED

(J) MATTERS BROUGHT OUT OF CAMERA

No matters were released from the in camera session

(K) ADJOURNMENT

12-04-42 M/S Directors Lande/McCullagh that the meeting be adjourned at 2:56 p.m.

CARRIED

Chair

Administrator