



CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES
DATE: November 13, 2014

ATTENTION

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

Board Meeting
DEC 11 2014
CCRD ITEM B(a)

REGULAR BOARD MEETING MINUTES – November 13, 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 |
| | Electoral Area E | Absent |
| | CAO | Darla Blake |
| | Public Works Manager | Ken McIlwain (portion) |
| | Recording Secretary | Cheryl Waugh |
| | Local Gov't Intern | Krista Ediger |

Two members of the public

PART I - INTRODUCTION

1. **Call to Order**

Chair Reg Moody-Humchitt called the meeting to order at 9:05 a.m.

(a) (Opening Reflection/Prayer)

The Chair offered the opening prayer

2. **Adoption of Agenda**

(a) Regular board meeting minutes dated 9 October 2014

14-11-01 M/S Directors Tallio/Lande that the agenda be adopted as amended.

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.

(A) IN CAMERA MATTERS

(a) Matters Brought out of Camera – Special In Camera Meeting of 12 November 2014

14-11-04IC M/S Directors Tallio/Lande that the meeting move out of camera and that the following be released in open public meeting: The board conducted the annual performance evaluation for the CAO for 2014 and undertook performance planning for 2015; further, the board of directors ratified the nomination application of M. Joy K. MacKay as a qualified nominee to the BC Ferry Authority Board.

CARRIED

(B) ADOPTION OF MINUTES

(a) Regular Board Meeting Minutes dated October 9, 2014

14-11-02 M/S Directors Lande/McCullagh that the minutes of the Regular Board meeting dated October 9, 2014 be adopted.

CARRIED

14-11-03 M/S Directors McCullagh/Tallio that a letter received by Colin McMillan be deferred to the December 2014 meeting as it did not meet the submission deadlines for today's meeting.

CARRIED

PART II- PUBLIC CONSULTATION

- 1. Delegations – Nil
- 2. Public Questions and Comment Period –

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

(a) Administration Report dated November 6, 2014

14-11-04 M/S Directors McCullagh/Lande that the Administration Report dated November 6, 2014, be received.

CARRIED

14-11-05 M/S Directors Tallio/McCullagh that Administration withhold any application to the 2014 “fall” round for Community to Community Forum (C2C) funding to allow the new CCRD board and First Nations leaders the opportunity to establish relationship and conversations on common issue and protocols; and

That the CAO seeks confirmation from UBCM whether there will be a C2C spring funding round available, advising the Board accordingly at the next opportunity.

CARRIED

(b) Northern Development Initiative Trust – Local Government Management Internship Program.

14-11-06 M/S Directors McCullagh/Lande that the application to Northern Development Initiative Trust for the purpose of hosting a Local Government Management Intern through the NDIT Local Government Management Internship program and to receive a \$35,000

grant from the Northwest Regional Account, be signed on behalf of the Central Coast Regional District by the Chair and CAO,

AND THAT should the application be successful, the CAO be authorized to enter into an employment contract with a suitable Local Government Management Intern, for the term of 12 months commencing the 1st May 2015 and expiring on 30 April 2016 should the CCRD's application be successful.

CARRIED

Financial Services

(c) Financial Report – report dated November 3, 2014

14-11-07 M/S Directors McCullagh/Tallio that the Chief Financial Officer's financial report dated November 3, 2014 be received.

CARRIED

Development Services

(d) Economic Development

14-11-08 M/S Directors Tallio/McCullagh that the Board of Directors of the Central Coast Regional District request the CCRD administration submit applications to Northern Development Initiative Trust for the 2015 and 2016 Economic Development Capacity Building grants, with a portion of the grants to be used to fund the salary of a full time Economic Development Officer over a two year period;

And That the Board of Directors of the Central Coast Regional District request the CCRD administration submit an application to the Coast Sustainability Trust II for funding a portion of the salary of an Economic Development Officer over a two year period from 2015;

And That the Board of Directors of the Central Coast Regional District approves the CAO advertising for an Economic Development Officer (EDO), full time for a period of two years, on the condition that both the NDIT Economic Development Capacity Building grants and the Coast Sustainability Trust II grant applications are successful to cover the bulk of the EDO salary, and further the CCRD Board agrees to commit sufficient budget over the two year contract period to cover any further costs associated with an employee;

And That the Board of Directors approves the establishment of an Economic Development Advisory Committee, and requests Administration put forward for appointment at the 11th December 2014 Board meeting, the names of the individuals who indicated at the recently held Economic Development collaborative meeting they would like to serve on any Economic Development Advisory Committee, in future.

CARRIED

(e) Small Town Love Program (supported by Northern Development Initiative Trust)

Local government intern, Krista Ediger, spoke to the program first presented at the October 2014 board meeting. After the discussion with NDIT on October 28, the commitment by CCRD staff for the Small Town Love program is greater than originally thought. With our current human resource capacity it is not feasible to take on this program currently. Additionally, more time would be needed to discuss a brand that would work for the region as a whole.

It is recommended that the Board of Directors of the Central Coast Regional District postpone the decision to put forth an application to Northern Development Initiative Trust for 2015 Small Town Love Marketing Initiative program at this time.

14-11-09 M/S Directors Tallo/Lande that the Board of Directors of the Central Coast Regional District postpone the decision to put forth an application to Northern Development Initiative Trust for 2015 Small Town Love Marketing Initiative program at this time. **CARRIED**

(f) Land Use Planning – report dated November 6 2014

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

14-11-10 M/S Directors Lande/McCullagh that the Land Use Planning Report dated November 6, 2014 be received. **CARRIED**

Public Works

(g) Public Works Monthly report dated October 2, 2014

Public Works Manager, Ken McIlwain, joined the meeting to speak to the report.

Solid Waste Management

Landfill contractor Don Nygaard & Son Ltd. continues to address issues identified in the Ministry of Environment 2013 Inspection Report. This includes transfer of ash material from the burn pile to the active face and removal of vegetation from the landfill site.

The Public Works Manager attended the Coast Waste Management Association annual conference in Victoria. The conference was well attended by coastal regional districts and municipalities. It was an opportunity to discuss current waste management challenges and initiatives underway in other regional districts.

There was a presentation by Multi-Material BC (MMBC) regarding the roll out of their recycling program of which the CCRD is a partner. Multi-Material BC is a 'not for profit' organization and has designed its Stewardship Plan as a Province wide program that would provide service to remote communities such as Bella Coola, despite the very high unit cost. The fact that MMBC chose to

include small remote communities in their program is what has enabled our regional district to provide a viable recycling program to the residents of the Bella Coola Valley.

It is important that the regional district support MMBC in their efforts to provide a Province wide program that does not discriminate against rural regions of the province. One method of support is to emphasize to the Ministry of Environment the value of MMBC to our communities and the recommendation that stewardship plans be required to address recycling collection in ALL areas of the province, including remote communities.

Bella Coola Fire Protection:

Two surplus fire trucks are to be advertised for sale per the October board meeting. In the event the CCRD is unable to obtain fair market value (as determined by CCRD administration and Fire Chief Fred Sorensen), CCRD administration recommends the two trucks be sold to the charity organization Firefighters Without Borders for one dollar (\$1.00) each. This is consistent with the wishes of Bella Coola Fire Department.

The BC One Call 'Call Before You Dig' program offers a computerized geodatabase service to all municipalities and utility companies, whereby if someone has to complete any digging or excavation work, they simply call BC ONE CALL, give their location, and any municipalities or utilities with infrastructure registered in the area are given a notification of the proposed works. The cost is \$2.75 every time BC ONE CALL issues a notification that someone is excavating or completing work that could potentially impact our water system.

Denny Island/Shearwater Water System:

John Motherwell, P.Eng has provided the CCRD with a draft Design Brief containing the conceptual design and cost estimate for a water system to service the Shearwater area. Staff are currently reviewing the draft document and providing their feedback. The project is proceeding on schedule and on budget.

It was recommended that the CCRD move quickly on an application to the Build Canada Fund to partially fund this project.

14-11-11 M/S Directors McCullagh/Lande that the Public Works Department Report dated November 6, 2014 be received.

CARRIED

14-11-12 M/S Directors McCullagh/Lande that the Board of Directors approves and signs the attached letter to the Minister of Environment, Honourable Mary Polak, in support of Multi-Material BC and the need for stewardship plans to support collection of recyclables in all of B.C., including rural and remote areas.

CARRIED

14-11-13 M/S Directors Lande/McCullagh that Board of Directors, in the event the CCRD is unable to obtain fair market value for the two surplus fire trucks of the Bella Coola Fire Department, approves the CAO to sell the two fire trucks to the charity organization Firefighters Without Borders for the amount of one dollar (\$1.00) each.

CARRIED

14-11-14 M/S Directors McCullagh/Lande that the Board of Directors approves an application for membership with BC ONE CALL.

CARRIED

14-11-15 M/S Directors McCullagh/Lande that an application be made to the New Building Canada Fund Small Communities for 2/3 funding to undertake the development and construction of the Shearwater Water System in accordance with Policy A-18 Funding Proposals.

CARRIED

The Public Works Manager left the meeting.

RECESS

The CAO expressed thanks on behalf of herself and staff for the contributions of the board members over the past years.

RECONVENE

The regular meeting reconvened at 10:36 a.m.

14-11-16 M/S Directors Tallio/McCullagh that the Central Coast Regional District directors who attended the In Camera meeting on November 12, 2014 receive \$75.00 in accordance with Remuneration and Expenses Amendment Bylaw 433, 1(c).

CARRIED

Leisure Services Commissions

(h) Denny Island Recreation Commission – minutes dated September 3, 2014

14-11-17 M/S Directors Tallio/Lande that the Denny Island Recreation Commission minutes dated September 3, 2014 be received.

CARRIED

(i) Denny Island Recreation Commission – minutes dated September 25, 2014

14-11-18 M/S Directors Tallio/McCullagh that the Denny Island Recreation Commission minutes dated September 25, 2014 be received.

CARRIED

Protective Services

Emergency Management – no report

Transportation Services

(j) Bella Coola Airport/Denny Island Airport report dated November 6, 2014

14-11-19 M/S Directors McCullagh/Lande that the Bella Coola Airport/Denny Island Airport report dated November 6, 2014 be received.

CARRIED

(D) EXECUTIVE REPORTS

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

There was an October 16 conference call meeting arranged by Claire Trevena, Opposition Critic for the Ministry of Transportation, to discuss the current situation with BC Ferries. Unfortunately Chair Moody was unable to attend due to travel commitments but he did speak with Ms. Trevena in advance of the call. The anticipated November meeting with the premier to discuss marine transportation concerns has been cancelled. The chair would like to see regular meetings scheduled with the premier and minister of transportation as this will be an ongoing issue.

On October 22 Chair Moody-Humchitt and Travis Hall, Heiltsuk band office manager, attended the economic development collaborative meeting at the Legion in Hagensborg. The chair thought it was a good meeting and a good opportunity to sit down with the local stakeholders and discuss relevant topics.

They also had the opportunity to look at the local sawmill and were impressed with the setup. The chair has since spoken with the Bella Bella development officer and discussed how to keep the mill going as some of their local needs could be met by the products produced here in the Bella Cooola Valley.

i. Area A – Director McCullagh provided a verbal report

Director McCullagh revisited the serious and unacceptable condition of the roads on Denny Island and shared a portrait on her mobile device to illustrate some of the worst areas. The CAO will be passing this on to Interior Roads, the contractor for the Ministry of Transportation and Infrastructure. With the rainy season just beginning the conditions are bound to worsen. Interior Roads was expected to arrive on Denny Island mid-September to replace a culvert but they never showed up. One portion of road is down to one lane and residents there feel that part of the community could be cut off from Shearwater due to the compromised condition of the road.

At a recent Chamber of Commerce meeting it was noted that Shearwater Marine, in collaboration with Aboriginal Tourism and the Cariboo Chilcotin Coast Tourism Association, are compiling a report on BC Ferries Route 10 and that it will be presented to Minister Stone. Director McCullagh suggested that this group connect with the CCRD. Reg Moody-Humchitt believes he has already met with the same consultant being used but will contact Mark Schlichting of Shearwater Marine to confirm and ensure the right individuals are notified to maintain seamless coordination and messaging of similar interest groups.

ii. Area B – see Chair's Report

iii. Area C – Director Lande provided a verbal report

Director Lande reported that the Marine Planning will be ending soon, with the plan to be released shortly and that the implementation phase will be starting. He is not sure what the CCRD's role will be. There may be a funding model coming out similar to that of the Coast Sustainability Trust and there may be a financial contribution in future. The CAO reiterated that the CCRD does not have the resources for implementation and thinks there is a huge gap there which requires further discussion surrounding marine issues.

- iv. Area D – Director Tallio provided a verbal report

The Nuxalk have to downsize their proposal for the wastewater project and therefore change the site where the plant will be located. Instead of the original 4-Mile location it will be situated beside the highway in an area known as Block R. There are environmental issues with the new site as it is subject to flooding. It is a much smaller project now and although the townsite is not included the hospital will be. Director Tallio expressed that the province doesn't want responsibility for bank erosion but that river bank protection is likely a key priority for the valley.

- v. Area E - No report

(E) BYLAWS AND POLICIES

- (a) Bylaw 442 Remuneration and Expenses Bylaw, 2014, a bylaw to rescind and replace Bylaw No. 433, 2014, to be read a first, second and third time.

14-11-20 M/S Directors Lande/Tallio that Bylaw No. 442 cited as Central Coast Regional District Bylaw 442 Remuneration and Expenses Bylaw, 2014, having been given due and detailed consideration by the Board be now read a first time.

CARRIED

14-11-21 M/S Directors Tallio/Lande that Bylaw No. 442 cited as Central Coast Regional District Bylaw 442 Remuneration and Expenses Bylaw, 2014, having been given due and detailed consideration by the Board be now read a second and third time.

CARRIED

PART IV– GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

- (a) The Coast Sustainability Trust II – 2014 Third Quarter Report

14-11-22 M/S Directors Lande/McCullagh that the Coast Sustainability Trust II – 2014 Third Quarter Report be received.

CARRIED

- (b) AVICC Resolutions Notice/Request for Submissions/Calls for Nominations to AVICC Executive

14-11-23 M/S Directors Tallio/McCullagh that the AVICC Resolutions Notice/Request for Submissions/Calls for Nominations to AVICC Executive be received.

CARRIED

- (c) Email – Minister Coralee Oakes (Ministry of Community Sport and Cultural Development) –Small Communities Fund announcement

14-11-24 M/S Directors Lande/McCullagh that the email from Minister Coralee Oakes (Ministry of Community Sport and Cultural Development) with information on Small Communities Fund be received.

CARRIED

Ministry of Transportation and Infrastructure – BC on the Move: A 10 Year Transportation Plan – meeting with CCRD regional community leaders and First Nations 13 & 14th November 2014.

- 14-11-25** M/S Directors Tallo/McCullagh that the invitation from the Ministry of Transportation and Infrastructure to attend BC on the Move: A 10 Year Transportation Plan meetings on November 13 and 14, 2014 be received.

CARRIED

The CAO will be attending the meeting with the ministry on November 14th to discuss ferry service, Highway 20 and road conditions on Denny Island.

- (d) Copy of Letter to Ministry of Transportation and Infrastructure – Sandy Willson the state of Highway 20

- 14-11-26** M/S Directors McCullagh/Lande that the letter from Sandy Willson to the Ministry of Transportation and Infrastructure dated October 29, 2014 regarding the poor state of Highway 20 be received.

CARRIED

- (e) Vancouver Coastal Health – Development of an Alcohol Bylaw to Promote Awareness of Fetal Alcohol Spectrum Disorder – receive as information, this is outside of CCRD mandate

- 14-11-27** M/S Directors Tallo/McCullagh that the letter dated October 9, 2014 from Vancouver Coastal Health regarding the Development of an Alcohol Bylaw to Promote Awareness of Fetal Alcohol Spectrum Disorder be received.

CARRIED

- (f) The Corporation of the Township of Spallumcheen – Concerns Regarding Smart Meters – receive as information.

- 14-11-27** M/S Directors Tallo/Lande that the copy of the letter from The Corporation of the Township of Spallumcheen – Concerns Regarding Smart Meters, dated October 23, 2014 be received.

CARRIED

- (g) Letter dated October 17, 2014 from Colin McMillan regarding electoral boundaries.

Mr. McMillan's letter relates to his presentation and recommendations for changes made to the BC Electoral Boundaries Commission on 26 September 2014.

Since receiving Mr. McMillan's letter, the Ministry of Community, Sport and Cultural Development copied the CCRD CAO into an email communication to Mr. McMillan outlining a number of matters raised by him:

- the ministry advised, the purview of BC Electoral Boundaries Commission is to review provincial electoral districts and to make proposals to the Legislative Assembly on the area,

- boundaries and names of electoral districts to be used for the next two provincial general elections;
- the ministry advised, the composition and boundaries of local government units, including regional district electoral areas, is beyond the scope of the BC Electoral Boundaries Commission proceedings;
 - the ministry advised, the 2000 publication *Managing Changes to Local Government Structure in British Columbia*, use by Mr. McMillan as a reference is not reflective of where the province is now with legislative and policy changes since that time;
 - the ministry advised, any requests for restructure would need to come from a government-to-government relationship as articulated in the purposes and principles section of the *Local Government Act* and the *Community Charter*; and
 - the CAO advised she will be discussing the matter of electoral boundaries with the new board, as an item identified during the Integrated Strategic Planning process.

14-11-28 M/S Directors Tallio/McMillan that the letter from Colin McMillan dated October 17, 2014 regarding electoral boundaries be received.

CARRIED

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 11:33 a.m.

Chair

Corporate Officer



**CENTRAL COAST REGIONAL DISTRICT
PUBLIC WORKS DEPARTMENT
REQUEST TO AMEND NOVEMBER 13, 2014 MINUTES**

TO: Darla Blake, CAO
CC: Board Chair Reginald Moody and Board Members
DATE: December 4, 2014
FROM: Ken McIlwain, R.P.F. Public Works Manager
SUBJECT: Public Works Monthly Report

RECOMMENDATION:

THAT the Board of Directors, prior to adoption of the November 13, 2014 minutes, amends the wording of Resolution 14-11-13 by replacing the phrases "two surplus fire trucks" and "two fire trucks" with the phrases "one surplus fire truck" and "one fire truck" respectively, and by removing the word "each" from the resolution.

BELLA COOLA FIRE PROTECTION

1. ACTION ITEM: As per draft minutes:

Board decision:

14-11-13 M/S Directors Lande/McCullagh that Board of Directors, in the event the CCRD is unable to obtain fair market value for the two surplus fire trucks of the Bella Coola Fire Department, approves the CAO to sell the two fire trucks to the charity organization Firefighters Without Borders for the amount of one dollar (\$1.00) each.

CARRIED

It was the original intention of the Bella Coola Fire Department to dispose of two fire trucks. It has now been requested by Fire Chief Sorensen, that the Fire Department retain the newer of the two older trucks to be used as a backup truck to the newly purchased fire truck.

CCRD Administration has proceeded with advertising the oldest fire truck for sale.

Respectfully submitted,

Ken McIlwain, RPF
Public Works Manager

