

**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 – February 14, 2012, 10:00 am**

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

One member of the public attended in the Gallery

**PART I - INTRODUCTION**

**1. Call to Order**

Chair Lande called the meeting to order at 10:00 a.m.

Alternate Director Moody offered a prayer for the meeting.

**2. Oath of Office – Alternate Director - Electoral Area E**

The Chief Administrative Officer administered the Oath of Office to Alternate Director for Area E, Sam Schooner.

Director Tallio left the meeting at 10:02 a.m. Director Tallio returned to the meeting at 10:03 a.m.

Chair Lande invited discussion of a preliminary matter relating to correspondence recently received from Area E Director, David Anderson. The CAO spoke to the tone of the correspondence and requested clarification and direction from the board of directors as to whether and how the board would like the CAO to proceed with the current and future such correspondence.

EPC Waugh left the meeting at 10:27 a.m. EPC Waugh returned to the meeting at 10:28 a.m.

Director McCullagh left the meeting at 10:33 a.m. Director McCullagh returned to the meeting at 10:37 a.m.

Discussion ensued regarding the substance and tone of Director Anderson's email correspondence.

The CAO expressed her concern in relation to the manner in which such recent correspondence had been conducted, reminding that direction to the CAO is appropriately received from the board as a whole, and not from an individual director.

The following item was moved forward:

**(IC) IN CAMERA MATTERS**

**12-02-01** M/S Directors Moody/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 12:55 p.m.

The following items were moved forward:

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

The following was released from the in camera meeting:

Directors confirmed that processes are in place for individual directors to put forward matters for discussion by the board of directors and that direction to staff is properly given, through the Chief Administrative Officer, by the board of directors, and not by individual directors, and furthermore, that such direction, and all communication, is appropriately conducted in a respectful manner.

**12-02-02** M/S Directors Tallio/McCullagh that the board of directors recognizes and affirms the principles of good governance and that respectful communication is one such principle, and furthermore;

that inappropriate and disrespectful communication is not conducive to the productive functioning of the organization and that appropriate processes are in place by which interaction and communication between directors, staff, associates and the general public can and should occur.

**CARRIED**

The Chief Administrative Officer thanked the board of directors for the support and clear direction given with regard to future communications and governance issues.

### **PART III– PUBLIC CONSULTATION**

#### **1. Firvale Residents re: Flood Hazard/Protection**

Neil Ehrlich and Dick Blewett joined the meeting at 12:55 p.m. At the Chair's invitation to speak, Mr. Ehrlich started his presentation on behalf of Firvale residents and spoke to flood concerns in the Firvale area.

The CAO and EPC re-joined the meeting at 1:03 p.m.

Mr. Ehrlich spoke to a letter addressed to him from Solicitor General Shirley Bond, sharing concerns for flood protection. The letter cites the processes necessary in order for the local government to assist with any flood protection works. Mr. Ehrlich is very concerned about future flood threats and the lengthy timelines involved for potential mitigative works.

Chair Lande asked EPC Waugh to speak to the matter from an emergency planning perspective. The EPC explained the processes involved and the background to becoming a diking authority, which is the only way the CCRD could be directly involved. There are financial and other constraints and electoral approval is only one of the steps in the lengthy and complicated process. The CCRD currently does not have authority for dikes.

Mr. Ehrlich was thanked for his presentation and left the meeting at 1:19 p.m.

Mr. Blewett expressed concern regarding the highway and farm lands in the Firvale area being subjected to repeat flooding. Community members are anxious and enthusiastic to see work begin and they are willing to assist in any way but are frustrated by the various bureaucracies. The EPC spoke to the FRAC processes that are in place and advised of a planned public forum in early March to discuss flood protection matters in general.

At 1:15 p.m. another member of the public joined the gallery and Mr. Blewett left the meeting at 1:22 p.m.

#### **3. Adoption of Agenda**

**12-02-02** M/S Directors McCullagh/Moody that the agenda be adopted as amended.

**CARRIED**

**PART II – POLICY MATTERS**

**(B) LOCAL GOVERNANCE MATTERS**

**Administrative Services**

**(a) Appointments to Committees, Commissions and Affiliated Organizations**

Directors considered appointments to committees, commissions and affiliated organizations. Director Tallio enquired as to why Chair Lande had been appointed to so many organizations and was advised that, as he was the only director present from the Bella Coola Valley at the inaugural meeting, appointments had been made with the intention that they be reconsidered once other Valley directors were available.

Director Alternate Director Schooner expressed a desire to be appointed to the Coast Sustainability Trust II Regional Steering Committee. The CAO suggested that an inquiry first be made to determine whether an alternate director could be appointed to any organization, as a board representative.

**12-02-03** M/S Directors McCullagh/Moody that the following appointments of directors be made:

**Coast Sustainability Trust II Regional Steering Committee** – Directors Tallio/McCullagh

**Bella Coola Harbour Authority** – Director Tallio

**Northern Development Initiative Trust** - Director Tallio/Chair Lande

**Municipal Finance Authority** - Director McCullagh to be Alternate to Chair Lande

**CARRIED**

**(b) BC Ferries** - Appointment to North Central Ferry Advisory Committee

Leonard Ellis has put his name forward as interested in being a representative on the North Central Ferry Advisory Committee.

**12-02-04** M/S Directors Tallio/McCullagh to defer the appointment to the North Central Ferry Advisory Committee (NCFAC) to another meeting in order that representation to the NCFAC from other communities is confirmed.

**CARRIED**

**(c) Bella Coola Harbour Authority** – Application for Funding to Enterprising Non Profits (ENP) – Request for Support

Chair Lande declared a conflict of interest and left the meeting at 1:59 p.m.

Vice-Chair McCullagh assumed the Chair.

Discussion surrounded the details of the proposal including comment from the CFO on the known processes of the ENP.

- 12-02-05** M/S Directors Tallio/Schooner to support the Bella Coola Harbour Authority in its pursuit of funding from Enterprising Non-Profits. **CARRIED**

Director Lande returned to the meeting at 2:09 p.m. and resumed the Chair.

### **Development Services**

**(d) Economic Development – Coast Sustainability Trust II – 2011 Fourth Quarter Report**

- 12-02-06** M/S Directors Moody/Tallio that the Coast Sustainability Trust II 2011 Fourth Quarter Report be received. **CARRIED**

Alternate Director Schooner left the meeting at 2:10pm and returned to the meeting at 2:13 p.m.

**(e) Land Use Planning – December 2011 – Report**

Director McCullagh asked a question regarding the map and information sent about Denny Island from the CCRD to Vancouver Coastal Health (VCH) as community members had expressed concern about subsequent correspondence from VCH.

**(f) Land Use Planning – January 2012 - Report**

- 12-02-07** M/S Directors McCullagh/Moody that Items **(e) &(f)**, Land Use Planning Reports for the months of December 2011 and January 2012 be received. **CARRIED**

**(g) Land Use Planning – Application to Subdivide within the ALR**

A report was received from the CCRD Planning Consultant, Michael Rosen, regarding an application for subdivision within the Agricultural Land Reserve by property owner Randolph Svisdahl. The proponent wanted to create one new parcel of approximately 12 acres for future residential development.

The planning report notes a similar application was received by the same property owner in 2009 and no new information has been provided and no new rationale was submitted to

support the current application. The report recommended that the CCRD board of directors refuse the application and decline to forward it to the Agricultural Land Commission for further consideration.

**12-02-08** M/S Directors Lande/McCullagh that the Planning Consultant's Report be received and further;

that the application to subdivide within the ALR received from Randolph Svisdahl not be supported for submission to the Agricultural Land Commission.

**CARRIED**

### **Leisure Services**

**(h) Denny Island Recreation Commission** – December 13, 2011 Meeting Minutes

**(i) Denny Island Recreation Commission** – January 10, 2012 Meeting Minutes

**12-02-09** M/S Directors McCullagh/Moody that Items **(h)** and **(i)**, the minutes from the December 13, 2011 and January 10, 2012 Denny Island Recreation Commission meetings be received.

**CARRIED**

**(j) Vancouver Island Regional Library** – January 4, 2012 Facilities Policy

**12-02-10** M/S Directors McCullagh/Tallio that the Letter from Vancouver Island Regional Library Executive Director, and Facilities Policy, dated June 2011, be received.

**CARRIED**

The CFO left the meeting at 2:34p.m. and returned to the meeting at 2:39 p.m.

### **Protective Services**

**(k) Emergency Planning** – January 2012 Monthly Report

This month's Emergency Program Report covered the months of December 2011 and January 2012 and updated on matters related to the Flood Response Advisory Committee (FRAC), enhanced flood response capacity activities, including the Hagensborg Dike access initiatives, and the recent announcement of funding from the Building Canada Flood Protection Program for upgrades to and extension of the Bella Coola Airport Dike.

**12-02-11** M/S Directors Moody/McCullagh that the January 2012 Emergency Management Report be received.

**CARRIED**

**(l) Emergency Planning – Building Canada Fund**

**12-02-12** M/S Directors McCullagh/Moody that the letter from the Ministry of Transportation and Infrastructure on behalf of the Building Canada Fund-Communities Component regarding Flood Protection Program Project #FPP 2010-2-053, 4176 – Bella Coola Airport Dike Upgrade be received.

**CARRIED**

**(m) Emergency Planning – Building Canada Fund**

**12-02-13** M/S Directors McCullagh/Tallio that the joint News Release from Canada and British Columbia regarding the Building Canada Fund-Communities Component Flood Protection Program funding be received.

**CARRIED**

**(n) Emergency Planning – Establishment of Diking Function**

**12-02-14** M/S Directors Lande/McCullagh that staff be directed to proceed with identification and implementation of the requirements to establish a service area for provision of diking to Electoral Areas “C”, “D” and “E”, pursuant to CCRD Policy A-25, Establishment of New Service Areas.

**CARRIED**

**RECESS**

A recess was called at 2:50 p.m.

**RECONVENE**

The regular meeting reconvened at 3:02 p.m.

Director Moody left the meeting at 3:04 p.m. and returned to the meeting at 3:11 p.m.

**Transportation Services**

**(o) Transportation Services – December 2011 Report**

**(p) Transportation Services – January 2012 Report**

**12-02-15** M/S Directors McCullagh/Moody that Items **(o)** and **(p)**, Transportation

Reports for the month of December 2011 and January 2012 be received.

**CARRIED**

**PART IV– GENERAL BUSINESS**

**(C) ADOPTION OF MINUTES**

**(a) December 8, 2011 - Regular Meeting**

**12-02-16** M/S Directors McCullagh/Tallio that the minutes of the inaugural meeting held December 8, 2011 be adopted as presented.

**CARRIED**

**(D) GENERAL CORRESPONDENCE**

**(a) Union of BC Municipalities – Member Release Healthy Families BC Communities Consultation Sessions**

**12-02-17** M/S Directors Tallio/McCullagh that the Member Release from the Union of BC Municipalities regarding Healthy Families BC Communities Consultation Sessions be received.

**CARRIED**

**(b) Association of Vancouver Island and Coastal Communities – 2012 AGM & Convention**

**(c) Association of Vancouver Island and Coastal Communities – 2012 Resolutions and Nominations Deadline**

The role of the UBCM Area Associations was explained for the benefit of newly-elected directors. No resolutions have been considered for submission to the AVICC Convention to date.

**12-02-18** M/S Directors McCullagh/Moody that Items **(b)** and **(c)**, regarding the Association of Vancouver Island and Coastal Communities regarding the 2012 Annual General Meeting and Convention and 2012 Resolutions and Nominations Deadline be received.

**CARRIED**

**(E) GENERAL REPORTS**

**(a) Chair's Report (Verbal)**

Chair Lande reported on his attendance at the very informative Vancouver Island Regional Library meeting held earlier this month in Nanaimo.

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The Electoral Area Directors Seminar was attended by Chair Lande, Directors Bolton, McCullagh and Tallio, and Alternate Director Schooner. Chair Lande advised that he felt the sessions were very informative and asked other directors for their thoughts on the experience of attending.

Chair Lande also reported on his attendance at meetings of the Bella Coola Resource Society, where future logging plans were reviewed, the Flood Response Advisory Committee (FRAC) and the Regional District Chairs' Ferry Committee. Chair Lande expressed his particular interest in being involved with the Pacific North Coast Integrated Management Area.

**12-02-19** M/S Directors Moody/McCullagh that the Chair's Report for the month of January 2012 be received.

**CARRIED**

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

No Administration Report was submitted due to the considerable time required to address matters of communication and governance. The Administrator apologized and advised she is looking forward to improved communications and the opportunity to focus on routine regional district business, along with the board's strategic priorities for the coming year.

**(F) FINANCIAL REPORTS**

**(a) Financial Update – January - December 2011**

The CFO spoke briefly to the Financial Update Report for 2011. Budgeted as well as actual revenues and expenditures were detailed for directors' consideration, and explanations provided for any variances.

**12-02-20** M/S Directors Lande/McCullagh that the Financial Update for the period January - December 2011 be received.

**CARRIED**

**(b) PMT Chartered Accountants – Engagement Letter**

**(c) PMT Chartered Accountants – Representation Letter**

**12-02-21** M/S Directors Moody/Tallio that Items **(b)** and **(c)**, the Engagement Letter dated November 16, 2011 from PMT Chartered Accountants and the Representation Letter dated November 16, 2011 from PMT Chartered Accountants be received.

**CARRIED**

**(G) REFERRALS FROM OTHER AGENCIES**

- (a) **Ministry of Forests, Lands and Natural Resource Operations** – Wildlife Habitat Areas for Coastal Northern Goshawk

**12-02-22** M/S Directors Tallio/McCullagh that the information received from the Ministry of Forests, Lands and Natural Resource Operations regarding Wildlife Habitat Areas for Coastal Northern Goshawk be received.

**CARRIED**

- (b) **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
- (c) **Ministry of Forests, Lands and Natural Resource Operations** – Land File No. 5406060 – Application for Licence of Occupation by International Forest Products Ltd. for purposes of log dump/storage; camp tie up – Draney Inlet
- (d) **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

**12-02-23** M/S Directors Tallio/McCullagh that Items (b), (c) and (d) be deferred until the next meeting pending further information regarding North and South Coast Orders, as requested by director Tallio.

**CARRIED**

- (e) **Front Counter BC** – File No. 5406852 - Application for a Crown Land Tenure by 0778253 BC Ltd. for purposes of commercial mechanized ski guiding

**12-02-24** M/S Directors Tallio/Schooner that Item (e) be deferred until such time as the Management Plan for File No. 5406852 is received and reviewed.

**CARRIED**

**(H) BYLAWS AND POLICIES**

- (a) **Central Coast Regional District Bylaw No. 406** – Bella Coola Community Parks and Recreation Service Area Amendment Bylaw No. 406, 2011

**12-02-25** M/S Directors Tallio/McCullagh that Central Coast Regional District Bylaw No 406, a bylaw to amend Bylaw No. 328, 2000, being a bylaw to establish a local service area within Electoral Areas C, D, & E to provide for Recreation programs to include Community Parks, having been reconsidered and having

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met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Administrator.

**CARRIED**

The CFO left the meeting at 3:51 p.m.

**(b) Proposed Central Coast Regional District Bylaw No. 400 – A proposed Bylaw to Amend the Zoning Bylaw – Waugh/Suntree**

A rezoning application was received from Stephen and Cheryl Waugh, owner/operator of Suntree Guest Cottages. The purpose of the application was to bring the current land use into compliance with the CCRD zoning bylaws. There is currently no zoning specific to the owners' accommodation business and several options were prepared by the CCRD Planning Consultant for the board's consideration. Stephen Waugh was present as the proponent for the proposed rezoning.

**12-02-26** M/S Directors McCullagh/Moody that the Report prepared jointly by the Chief Administrative Officer and the Planning Consultant, dated February 9, 2012 be received and;

that the Board of Directors direct staff to prepare for the Board's consideration of First Reading, a bylaw that would amend the Zoning Bylaw to accommodate Suntree Guest Cottages as a permitted use within the R-1 (Large Holdings) zone for the Suntree property only.

**CARRIED**

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

**Area B**

**(a) Heiltsuk Tribal Council – Re: Enbridge Northern Gateway Project Joint Review Panel**

An invitation has been issued by Chief Slett for attendance by directors, in support of the Heiltsuk Nation at the upcoming Enbridge Northern Gateway Project Joint Review Panel in Bella Bella.

**12-02-27** M/S Directors Moody/Lande that an electoral area director be authorized to attend on behalf of the regional district in Bella Bella this April to support the Heiltsuk Nation with regards to the Enbridge Northern Gateway Project.

**CARRIED**

**Area A**

Director McCullagh gave a verbal summary of recent activities on Denny Island:

The Central Coast Chamber of Commerce had their AGM in January. The new president is Clinton Coutts. The Chamber is experiencing difficulty in recruiting volunteers.

The Enterprise Centre has hosted several events and continues to be well utilized.

The Denny Island Recreation Commission met very recently and discussed the goal of building a gymnasium.

A new jointly sponsored Reader Board will soon be erected for community notices.

Director McCullagh would like to set up Facebook and email with links to CCRD website for easier access to meeting minutes, regional district news, etc. and this will also assist in better communications with her constituents. It was confirmed that such a social media site would not be officially sanctioned by the regional district.

The Area A director requested information from the CAO regarding the Shearwater solid waste service as pertains to historical aspects. It has come to the board before and she'd like to be apprised of the background details.

Alternate Director Schooner left the meeting at 4:22 p.m. and returned to the meeting at 4:24 p.m.

**ADJOURNMENT**

**12-02-29** M/S Directors Tallio/Moody that the meeting be adjourned at 4:25 p.m. to reconvene at 9:00 a.m. Wednesday, February 15<sup>th</sup>.

**CARRIED**