



CENTRAL COAST REGIONAL DISTRICT  
DRAFT REGULAR BOARD MEETING MINUTES

DATE: May 10, 2018

ATTENTION

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

Board Meeting  
JUN 14 2018  
CCRD ITEM B(a)

REGULAR BOARD MEETING MINUTES – April 26, 2018

|                |  |  |
|----------------|--|--|
| In Attendance: | Electoral Area A<br>Electoral Area B<br>Electoral Area C<br>Electoral Area D<br>Electoral Area E | Director Frank Johnson *by phone<br>Director Travis Hall<br>Chair Alison Sayers<br>Alternate Director Gary Brown<br>Director Samuel Schooner |
| Excused:       | Electoral Area D   | Director Richard Hall  |
| Staff:         | Chief Administrative Officer<br>Operations Manager<br>Recording Secretary                        | Courtney Kirk<br>Ken McIlwain<br>Destiny Mack  |
| Guests:        | Chair Kevin O'Neill<br>CAO Joy Mackay  | Hagensborg Waterworks District<br>Hagensborg Waterworks District   |

**PART I - INTRODUCTION**

**1. Call to Order**

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

**2. Adoption of Agenda**

**18-05-01** M/S Directors Schooner/Brown that the agenda be adopted as amended.

**CARRIED**

A late item was inserted on page 56 of the agenda.

**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.

Directors did not disclose any financial interests in agenda items.

**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, April 26, 2018.

**18-05-02** M/S Directors Brown/Hall that the April 26, 2018 minutes be adopted as read.

**CARRIED**

While reviewing the minutes, the Board sought clarification whether anyone in the valley could take advantage of the Spring Clean-Up Event. Staff confirmed that all residents in the Bella Coola Valley are entitled to participate.

**PART II – LOCAL GOVERNANCE**

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

**ADMINISTRATIVE SERVICES**

**(a) Chief Administrative Officer Report, dated May 10, 2018.**

**18-05-03** M/S Directors Hall/Brown that the Chief Administrative Officer's report be received.

**CARRIED**

**Director Johnson joined the meeting at 9:32 am.**

CAO Kirk congratulated Director Schooner on his standing ovation at the AVICC.

CAO Kirk mentioned that in her report that she has ordered a conference hub.

Director Schooner left the meeting at 9:38 am.

Director Johnson asked if there was any discussion of the fire season in the EOC meetings. CAO Kirk clarified that the focus has been primarily on the flooding and risk of flooding due to spring freshet.

**(b) Appointments to the B.C. Ferry Authority Board of Directors, dated April 6, 2018.**

**18-05-04** M/S Directors Johnson/Hall that the Appointments to the B.C. Ferry Authority Board of Directors report be received.

**CARRIED**

A discussion ensued regarding Director Johnson's efforts to nominate Director Travis Hall to the B.C. Ferry Authority Board of Directors. CAO Kirk reminded the Board of the process and requirements for the BC Ferry Authority Board nominations.

**Director Schooner rejoined the meeting at 9:42am**

Director Hall mentioned that he would of like to see a First Nation seat on the BC Ferry Authority Board of Directors. Director Schooner agreed and clarified that a voting and not an observing seat is important

- 18-05-05** M/S Directors Hall/Schooner that Administration draft a letter to the BC Ferry Authority advocating for a First Nation voting seat on the Board. **CARRIED**

**(c) Request for Decision – Late Water Tolls, dated May, 10, 2018.**

- 18-05-06** M/S Directors Hall/Brown that the Request for Decision: Late Water Tolls be received. **CARRIED**

- 18-05-07** M/S Directors Brown/Hall that the Board of Directors of the Central Coast Regional District authorize Administration to send out a Notice of Water Shut Off to those premises that have 2018 water toll charges outstanding on May 31, 2018, pursuant to Section 5 of Bylaw 282 and amending Bylaw 354. **CARRIED**

**(d) Resolutions Process Issue at the AVICC Convention, dated April 18, 2018.**

- 18-05-08** M/S Directors Brown/Johnson that the letter from AVICC be received. **CARRIED**

Director Hall said he is very happy with how quickly their response was to his issues and hopes they will circulate the safety of speakers document. Director Hall clarified that the primary issue was that the member directed his comments personally at him, rather than taking the mic and expressing his views for the whole membership to hear. Director Brown thanked Director Hall on how he handled the situation at AVICC. Chair Sayers expressed regret at what happened and that she received correspondence privately from AVICC members who noted their dismay and upset over what happened. Director Schooner asked if there would be any further follow up from AVICC. Director Hall shared he was told by AVICC that they were going to try to find the person and address the matter. Chair Sayers indicated that there is a Code of Conduct and read the commitment AVICC outlined in their response letter. Director Hall asked if there was going to be a letter sent to AVICC to thank them for this action.

- 18-05-09** M/S Hall/Brown that Administration draft a letter on behalf of the Board in response to the letter from AVICC. **CARRIED**

**(e) Letter from the Lieutenant Governor of British Columbia, dated April 13, 2018.**

- 18-05-10** M/S Directors Hall/Brown that the letter from the Lieutenant Governor be received. **CARRIED**

The Board briefly discussed that the Lieutenant Governor's visit to Bella Coola was Her Honour's last community visit for her expiring term.

**18-05-11** M/S Schooner Hall/Johnson that Administration draft an invitation to be sent to the new Lieutenant Governor of British Columbia to request a visit.

**CARRIED**

Recess is at 9:59

Recess was done at 10:03

### **FINANCIAL SERVICES**

#### **f) Financial Report Budget – January to April 2018, report dated May 2, 2018**

**18-05-12** M/S Directors Hall/Brown that the Financial Report Budget – January to April 2018 be received.

**CARRIED**

#### **g) Climate Action Revenue Incentive (CARIP) Public Report for 2017**

**18-05-13** M/S Directors Hall/Brown that the Climate Action Revenue Incentive (CARIP) Public Report for 2017 be received.

**CARRIED**

### **DEVELOPMENT SERVICES**

#### **h) Community Economic Development Report, dated May 10, 2018**

**18-05-14** M/S Directors Hall/Brown that the Community Economic Development Report be received.

**CARRIED**

CAO Kirk announced that Jessie McDonald has been contracted again to serve as the 2018 contract Community Grant Writer.

Director Hall discussed a concern about Red Cross wildfire 2017 support deadlines with the Board.

**18-05-15** M/S Directors Hall/Brown that Administration draft a letter to the Red Cross requesting a deadline extension for the small business and cultural livelihood supports with applications closing on May 31, 2018.

**CARRIED**

#### **i) Meeting of Central Coast Region and Bella Coola Stakeholders with BC Ferries consultant (AECOM) regarding Bella Coola Terminal - Meeting Minutes dated March 21, 2018**

**18-05-16** M/S Directors Brown/Hall that the Central Coast Region and Bella Coola Stakeholders meeting with BC Ferries consultants (AECOM) regarding the Bella Coola Terminal meeting minutes dated March 21, 2018 be received.

**CARRIED**

The next AECOM meeting is scheduled for May 18, 2018.

Director Hall mentioned that there is certain dates committed to for the launch of the ferry and that those dates cannot be met. The Board of Directors discussed shipping hardware, produce, etc.

Director Johnson expressed concern about parking for RV's at the Bella Coola Harbour. The Board discussed the potential need for an advocacy letter on this issue. CAO recommended extending an invitation to Tweedsmuir Travel to provide insight to the Board of Directors/Administration on current staging problems for ferry loading in the Bella Coola Valley and seek advice on focus areas for the CCRD to support solutions within the Regional District's mandates.

- 18-05-17** M/S Directors Hall/Brown that Administration reach out the Tweedsmuir Travel for information on current staging problems for ferry loading in the Bella Coola Valley and problems with RV parking; and seek advice on focus areas to support solutions within the CCRD's mandates. Any recommended advocacy letters should be drafted accordingly.

**CARRIED**

The Board of Directors discussed Director Hall's insight from his role on the Ferry Advisory Committee that some advocacy may be useful respecting pressure to see the Northern Sea Wolf used in the off season to provide transportation locally between the Central Coast communities.

- 18-05-18** M/S Directors Schooner/Hall that Administration draft an advocacy letter supporting the FAC Denny Island resident request that the Northern Sea Wolf be used for the off season to provide transportation locally between the Central Coast.

**CARRIED**

### **INSERTION – Part II - PUBLIC CONSULTATIONS**

#### **(a) Hagensborg Waterworks District – Provincial Planning Grant Application**

The Delegation arrived at 10:24 and consisted of CAO Joy Mackay and Chair Kevin O'Neill from the Hagensborg Waterworks Improvement District.

The CCRD Directors and guests introduced themselves to each other.

HWID CAO Mackay distributed and discussed a handout that she prepared regarding the Hagensborg Waterworks Improvement District. She discussed the possibility for a planning grant and said it needs to be done through the Regional District. She discussed the potential for the HWID to prepare the application for the CCRD's review and then would ask the CCRD to advance the funding application to the Provincial Government. The Board and guests discussed further information needs respecting the funding and commitment that would be required from the CCRD.

The Board and guests then discussed different treatment options and HWID shared that the Improvement District Board voted to terminate the point of entry treatment system trial during this year's HWID AGM and that the organization is looking at other options to treat the water. Water tolls have been going up. The HWID Board wants to move forward with a discussion about conversion particularly the option of converting to a CCRD service area. Another option is to stay as an Improvement District and request the support of the CCRD for advocacy for the HWID to secure capital funding. Hagensborg is on a boil-water advisory and has been for years now. New piping to replace asbestos lined pipes is also under consideration.

The Board and guests discussed the possibility of the CCRD supporting a partnership for a conversion feasibility study to move forward through the fund raising capacity of the Regional District. Chair Sayers mentioned that she is concerned that more information is required as another community group has requested CCRD resources be devoted to another feasibility study and the Board is not clear whether the organization is permitted to support two grants. Chair Sayers also expressed concern about CCRD staff capacity for another grant project in 2018. HWID echoed human resource capacity concerns.

Director Schooner asked for clarification on relationship building efforts of the HWID with the Nuxalk Nation and the feasibility of Nuxalk's water system supplying at least part of the Hagensborg community's water needs. A discussion ensued about potential feasibility of Nuxalk supplying water to the HWID. Director Schooner expressed support for collaboration efforts toward Nuxalk potentially supplying HWID with water given the water safety and savings overall to all users.

Director Hall requested the information presented and grant support request be summarized and submitted to the Regional District in a formal letter and thanked the members of the HWWD for their presentation.

Chair Sayers thanks the HWD for their presentations

Recess at 11:20 am

Recess was done at 11:26

### **PART III – LOCAL GOVERNANCE RESUMES**

#### **OPERATIONS**

##### **(j) Operations Managers Report, dated May 3, 2018**

**18-05-19** M/S Directors Hall/Brown that the Operations Managers Report be received.

**CARRIED**

Alt Director Brown asked about whether MOTI planned to pave from Jourdenais Rd to the Harbour. The Operations Manager clarified that in his understanding the upcoming

project is seal coating and not resurfacing, and that the paving will be done from Jourdenais Road to Atnarko Slough.

Director Hall mentioned ICBC's potential role in advancing road repairs.

The Operations Manager highlighted that the pool is up and running. A discussion was had of upcoming pool programming for the summer.

The utility of using video as a medium for providing thanks (in lieu of or in addition to formal thank you letters) to the 2018 grant funders was discussed with approval.

The Board and Chair thanked the Operations Manager and he left the meeting at 11:36am

**(k) Denny Island Airport Commission Meeting Minutes, dated April 10, 2018.**

**18-05-20** M/S Directors Hall/Schooner that the Denny Island Airport Commission Meeting Minutes be received.

**CARRIED**

**LEISURE SERVICES**

**(l) Centennial Pool Commission minutes, dated April 3, 2018**

**18-05-21** M/S Directors Schooner/Brown that the Centennial Pool Commission Meeting Minutes be received a read.

**CARRIED**

**(m) Centennial Pool Renewal – NDI, dated April 25, 2018**

**18-05-22** M/S Directors Schooner/Hall that the Northern Development Initiative Trust Centennial Pool Renewal funding confirmation letter be received as read.

**CARRIED**

**18-05-23** M/S Directors Schooner/Brown that Administration have a press releases done in video format as a mode of acknowledging the grant fund contributors to CCRD projects such as the Centennial Pool renewal project.

**CARRIED**

**(n) Canada Summer Job Application/Agreements**

**18-05-24** M/S Directors Schooner/Hall that the Canada Summer Job Applications/Agreement Letter confirming grant funding be received as read.

**CARRIED**

**PROTECTIVE SERVICES**

**(o) Emergency Management Report, Late Item**

**18-05-25** M/S Directors Schooner/Hall that the Emergency Management Report be received.  
**CARRIED**

CAO Kirk reported that the EOC is activated and is currently operating at a Level 1 for monitoring given the predictive models from the River Forecast Centre indicate a risk of potential flooding from the spring freshet. CAO Kirk advised that a 'Flood Watch' was currently in place for the Dean River. CAO Kirk shared that the Nuxalk Nation has been advocating for more accurate river flow monitoring, particularly with respect to a need for gauges to better monitor river level rise.

CAO Kirk confirmed for the Board that since the April 17<sup>th</sup> intergovernmental meeting, EMBC has committed to three years of funding to support a CCRD, Nuxalk Nation, British Columbia and Canada partnership for shared emergency management. A further update on partnering dialogues respecting fire suppression in the Bella Coola Valley for interface and wildfires was provided.

CAO Kirk also identified that the engineers have been working on adjustments to the original Denny Island Water System design specifications in order to estimate costs of accommodating fire flows for public review.

The Red Cross visit was covered through the report. Director Hall mentioned that he was glad he had an opportunity to interface directly with the Red Cross representatives and was able to advocate for a longer application window for the small business supports program so that those in the outer coast just learning about the program have a better opportunity to get an application in. Director Hall also acknowledged the importance of the upcoming visit to Bella Bella to facilitate better political relationship building between the CCRD and the Heiltsuk Nation.

**18-05-26** M/S Directors Hall/Brown that the CCRD enters an administrative partnership to share costs of an emergency management program shared between the Regional District and the Nuxalk Nation.

**CARRIED**

**18-05-27** M/S Directors Sayers/Schooner that Administration drafts a thank you letter to MLA Jennifer Rice acknowledging all her support and advocacy work for the CCRD in advancing the funding and provincial commitments for a shared emergency program coordinator between the CCRD and the Nuxalk Nation.

**CARRIED**

**18-05-28** M/S Directors Hall//Schooner that Administration drafts an advocacy letter to the Coast Guard supporting Heiltsuk efforts to secure equipment, a response boat and towing vessel toward reinvigorating the Coast Guard Auxiliary in the outer coast and ensuring

the letter is copied to Heiltsuk Nation Coast Guard Auxiliary representatives Ian Reid and Randy Humchitt.

**CARRIED**

The Board of Directors thanked Cao Kirk for her report and for the many hats she wears.

**(p) 2018 Emergency Operations Centres & Training – Approval and Terms & Conditions**

**18-05-29** M/S Directors Hall/Schooner that the Emergency Operations Centres & Training grant approval letter be received.

**CARRIED**

CAO Kirk advised the Board that in addition to the training grant funding, the Justice Institute will be coming in to the Bella Coola Valley on June 19<sup>th</sup> and 20<sup>th</sup> to provide Emergency Operation Centre training.

**(q) Strategic Wildfire Prevention Initiative – Approval of 2018 FireSmart Planning & Activities Grant (SWPI-968: Central Coast Wildfire Cross Training)**

**18-05-30** M/S Directors Hall/Brown that Strategic Wildfire Prevention Initiative – Approval of 2018 FireSmart Planning & Activities Grant (SWPI-968: Central Coast Wildfire Cross Training letter be received.

**CARRIED**

**(r) Strategic Wildfire Prevention Initiative – Approval of 2018 FireSmart Planning & Activities Grant (SWPI-969: CCRD FireSmart Boards)**

**18-05-31** M/S Directors Hall/Brown that Strategic Wildfire Prevention Initiative – Approval of 2018 FireSmart Planning & Activities Grant (SWPI-969: CCRD FireSmart Boards) be received.

**CARRIED**

CAO Kirk updated the Board of Directors on progress of collaborative dialogues with the Nuxalk Nation toward implementing the emergency training and FireSmart grant fund deliverables.

CAO Kirk asked the Board of Directors for feedback on the idea of contracting an artist to create a custom drawing that captures the ideals of collaboration between the central coast governing bodies. The custom drawing could then be used on the upcoming CCRD website updates (grant funded) and the potential central coast marketing and branding efforts (to support economic development initiatives). The custom drawing could also be used in the manufacture of any commemorative pieces the Regional District may decide to produce in celebration of the 50<sup>th</sup> anniversary. Administration will bring forward a request for decision to the Board of Directors at a future meeting.

Recess Break: 12:08pm

Recess was over at 12:50

**TRANSPORTATION SERVICES**

**(s) Transportation Report, monthly report dated May 3, 2018**

**18-05-32** M/S Directors Brown/Hall that the Transportation Monthly Report be received.

**CARRIED**

The Operations Manager joined the meeting at 12:53pm

The Operations Manager updated the Board of Directors that the Regional District still has not heard about the British Columbia Air Access Program (BCAAP) funding submission outcome. The Operations Manager highlighted that there is an equipment shortage right now that could impact project completion timelines and delay reinstatement of Transport Canada airport certification. However, other than uncertainty about funding other parts of the project are progressing well. Some project details raised by the Board such as accessing the green space and risk of flooding were discussed.

Further clarifying questions on the status of the BCAAP funding were raised by the Board with clarifications provided by Administration.

CAO Kirk updated the Board on the upcoming presentation to Nuxalk Chief and Council to update the Nation on the status of BCAAP being uncertain and the implications for the recertification as well as an update on the additional funds that have been secured for the airport and whether the Nation wishes to move forward with the potential trail building and cultural pieces that was secured through provincial wildfire recovery grant sources. The Chair asked for clarification as to when the BCAAP funding application went in and when the announcements were scheduled for. CAO Kirk clarified that the application went in at the beginning of February 2018, but that the announcement date remains unknown. CAO Kirk updated the Board that an impact letter has been provided to provincial staff respecting the effect the lack of funding certainty is having on the CCRD's project management. The Operations Manager further clarified that the lack of funding certainty is having a discernable impact on the CCRD's ability to meet the July 17 2018 aerodrome authorization end date which is when the Regional District hoped to apply to have the Bella Coola airport certification reinstated.

The Operations Manager shared that on the upside, the pilots using the airport were much happier with the visibility.

Director Schooner thanked the Operations Manager on behalf of the Board of Directors for all his work.

The Chair committed to get in touch with MLA Jennifer Rice respecting the BCAAP funding announcement delay.

The Operations Manager left the meeting at 1:07pm.

## (D) EXECUTIVE REPORTS

- (t) **Chair and Electoral Area C Report** – The Chair shared that she has a scheduling conflict with respect to the July 12<sup>th</sup> Board Meeting and asked if it is possible for the July 12 meeting be moved to July 19. The Board and Administration discussed any potential scheduling conflicts in moving the meeting.

**18-05-33** M/S Directors Sayers/Johnson that the July 12 Board meeting be moved to July 19.  
**CARRIED**

The Chair updated the Board on her conversation with the Alberni-Clayoquot Regional District Chair and his thoughts on timing respecting letters of support for the equalization strategy to be reviewed by the CCRD Board prior to the UBCM AGM. The Chair suggested one approach might be to schedule a special meeting of the Board in August given UBCM is scheduled for September 10<sup>th</sup> – 15<sup>th</sup>. The Chair further suggested that another strategy could be changing the September Board meeting to September 6<sup>th</sup> (before UBCM) instead of the currently scheduled meeting on September 20<sup>th</sup> (after UBCM). The Board discussed the merits of rescheduling the September board meeting.

**18-05-34** M/S Directors Brown/Hall that the September Board meeting be moved from September 20<sup>th</sup> to September 6<sup>th</sup>, 2018.  
**CARRIED**

Chair Sayers left the meeting at 1:19pm to facilitate a discussion about whether she has to ask each meeting for a resolution to reimburse childcare expenses. It was determined that the bylaw permitted the Chair to simply submit an expense claim and the cost could be reimbursed by Administration without further action required by the Board. Chair Sayers returned to the meeting at 1:22 pm and continued her report.

Chair Sayer provided the Board with further updates as to support expressed to her about the CCRD's equalization strategy.

## (u) Electoral Area Reports

- i) **Area A Report, Director Johnson** – Director Johnson shared that the Hydro Project Grand Opening would take place at the end of May and shared that the Wuikinuxv Nation is also building a new recreation centre.

Chair Sayers left the meeting at 1:26pm

- ii) **Area B Report, Director Hall** – Director Hall shared details of the prawn boat that recently sunk in Heiltsuk waters and the 8-9 hour wait for a response vessel, highlighting that with implementation of the Heiltsuk Indigenous Marine Response Centre, that wait could have been cut down to half an hour. Director Hall further mentioned concern about the exclusion of non-treaty nations from some of the emergency program management provincial funding supports.

Chair Sayers returned to the meeting at 1:29pm

Director Hall further shared concern about disappointment with new ferry sailings and the service planned for the outer coast.

iii) **Area D Report, Alternate Director Brown** – Alt Director Hall expressed appreciation for the learning opportunities he's had as a result of filling in for Director Hall on the Board.

iv) **Area E Report, Director Schooner** – Director Schooner thanked the Administration for all their hard work and challenges that have been overcome toward moving the regional district forward. Director Schooner also raised the concern that there is still a lot of work to do in emergency preparedness. Director Schooner further discussed the Centennial pool retrofit and his desire to see a roof over the pool sharing that he is aiming to pull together a group of service providers in the Valley to build a collaborative dialogue around securing additional resources to add a roof to the pool retrofit project.

**18-05-35 M/S Schooner/Brown** that Administration organize a meeting with the heads of local organizations to discuss the constraints of the secured Centennial pool retrofit grant funding that is not enough to include a roof and explore whether a collaborative table might be able to secure the necessary resources to facilitate the addition of a roof over Centennial Pool.

**CARRIED**

**(E) GENERAL CORRESPONDENCE**

**(v) Nusatsum Flood Remediation Letter from Tom Mesi dated April 5, 2018**

**18-05-36 M/S Directors Schooner/Brown** that the letter from Tom Mesi be received.

**CARRIED**

The Board discussed what actions the constituent was seeking from the CCRD. CAO Kirk noted that the letter and photos provided by the constituent could be forwarded to the hydrologists (once engaged) in the upcoming flood risk hazard assessment project.

**(w) The Coast Sustainability Trust II (CSTII) – 2018 First Quarter Report dated April 15, 2018**

**18-05-37 M/S Directors Brown/Johnson** that the letter from Re: The Coast Sustainability Trust II (CSTII) – 2018 First Quarter Report be received.

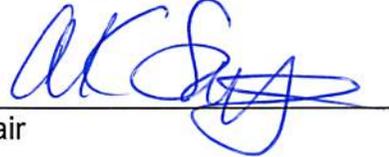
**CARRIED**

**18-05-38 M/S Directors Brown/Hall** that Directors present at the workshop held on May 9<sup>th</sup> 2018 be remunerated as per the *CCRD Board Remuneration and Expenses Bylaw No. 477, 2017*.

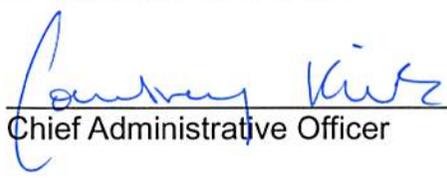
**CARRIED**

**(F) ADJOURNMENT**

There being no further business the meeting was adjourned at 1:40 pm.



Chair



Chief Administrative Officer