

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"

REGULAR BOARD MEETING MINUTES – October 10, 2013

In Attendance:	Electoral Area B	Chair Reg Moody-Humchitt
	Electoral Area C	Director Brian Lande
	Electoral Area D	Director Ivan Tallio
	Electoral Area E	Director David Anderson
	CAO	Darla Blake
	CFO	Donna Mikkelson (portion)
	Public Works Mgr	Ken McIlwain (portion)
	Recording Secretary	Cheryl Waugh
Apologies:	Electoral Area A	Director Cathi McCullagh

PART I - INTRODUCTION

- 1. Call to Order** – Chair Moody-Humchitt called the meeting to order at 10:34am
 - (a) (Opening Reflection/Prayer) Chair Moody-Humchitt offered the opening prayer
- 2. Adoption of Agenda**
 - (a) (Introduction of late items)

-Receive Northwest Hydraulic Consultants invoice 25299
-Approve progress payment and delegate authority to approve subsequent payments to Northwest Hydraulic Consultants for the Hagensborg Dike Repair Project

- 13-10-01** M/S Directors Lande/Anderson that the board of directors approves receiving the Northwest Hydraulic Consultants invoice 25299 dated 12 September 2013 as a late item to the 10 October 2013 Board meeting.

CARRIED

- 13-10-02** M/S Directors Lande/Anderson that the agenda be adopted as amended.

CARRIED

The order of presenting items was amended as follows:

- Part II Public Consultation Items (B)1.(b) & (B)1.(a) were moved to follow Item 2.(a)

PART II-PUBLIC CONSULTATION

1. Delegations

- (b) Janine North and Dean McKinley (Northern Development Initiative Trust) – opportunities available to Central Coast Regional District; particularly Economic Development –

Janine North, Chief Executive Officer and Dean McKinley, Director Economic Development of the Northern Development Initiative Trust (NDI) joined the meeting at 10:37am. A handout and a verbal overview were provided describing the Northwest Regional Development Account and the variety of programs and funding available to the CCRD. These involve grant writing programs, business programs, loans, intern assistance, marketing initiatives, economic diversification (infrastructure), business façade improvement and an online business profile program. The online business profile is a way for local businesses to get online without the need for an independent website and at a minimal annual maintenance cost to the regional district.

Assistance from the NDI is also available on the capacity side. They have a director of communications who will be providing some instruction to the CCRD in December and will assist in building a communications plan. This individual is also available for crisis communication and can provide workshops on working with media to get our stories out (not just crisis).

The director of business development will work with any of our local businesses, the regional district, non-profits or individuals to assist with finding funding. Professional financial advice/interpretation is also available for a Chair, CAO or community leader who doesn't understand detailed financial reports. Individual businesses can contact the NDI directly to get onto the supply chain sector. Tourism is part of the delivery system as well via the Cariboo Chilcotin Coast Tourism Association.

The board expressed interest in several of the available programs and will possibly take advantage of enlisting a six-month intern to use for a variety of resource assistance. The Chair thanked Ms. North and Mr. McKinley for the information and presentation.

Ms. North and Mr. McKinley left the meeting at 11:00am

The CAO introduced Ken McIlwain, CCRD Public Works Manager, to the board and provided a brief overview of some of the projects he will be undertaking.

Ken McIlwain and Donna Mikkelson left the meeting at 11:00am

- (a) Chief Wally Webber (Nuxalk Nation) – air travel issues and other issues of joint concern

Chief Wally Webber joined the meeting at 11:00am. He expressed concerns and frustrations with air travel and the Bella Coola Airport scheduled carrier, Pacific Coastal Airlines. There have been repeated experiences of passengers or luggage being *bumped* to other flights and the inability to successfully reserving airline seating for medical trips. It is a serious concern with health issues when passengers cannot reach their destination for medical purposes. The Nuxalk Nation has contacted the airline directly but have received no response. Chief Webber brought concerns to the table in order to foster dialogue towards finding a solution to what is being perceived as poor service. There was general discussion about airport operations and opportunities for expansion or for a competitive airline. Chair Moody-Humchitt stated that regional changes in resource development and general economics may be impacting the airline, resulting in inconvenient scheduling changes. It was noted that both the Bella Coola Valley and Bella Bella are in monopolistic situations with Pacific Coastal Airlines. Chair Moody-

Humchitt suggested making a case and presenting it to Pacific Coastal by inviting them to a future board meeting. Passenger statistics for the Bella Coola Airport can be gathered to track traveller trends. The CAO mentioned there will be a Transport Canada inspection later this month and suggested some areas of operational concern can be addressed and Chief Webber can be kept apprised.

13-10-03 M/S Directors Anderson/Lande that a representative from Pacific Coastal Airlines be formally invited to a forthcoming CCRD meeting and that the invitation be extended to Chief Webber and Chief Slett so the board can express air travel concerns.

CARRIED

Director Anderson requested an amendment to the above motion.

13-10-04 M/S Directors Lande/Tallio that resolution 13-10-02 be amended to read that a senior representative from Pacific Coastal Airlines be formally invited to a forthcoming CCRD meeting and that the invitation be extended to Chief Webber of the Nuxalk Nation, Chief Slett of the Heiltsuk Nation and Chief Frank Johnson of the Wuikinuxv Nation so the board can express air travel concerns.

CARRIED

Chief Webber left the meeting at 11:27am

(A) IN CAMERA MATTERS

(a) Motion to go In Camera 11:28am

13-10-05 M/S Directors Lande/Tallio that the meeting go in-camera to consider matters pursuant to Sections 90(1)(i) (advice that is subject to solicitor-client privilege), 90(1)(a) (personal information about an individual who holds or is being considered for a position as an officer, employee or agent of the CCRD) of the *Community Charter*.

CARRIED

The regular meeting resumed at 11:44am

(b) Matters Brought out of In Camera **None**

(B) ADOPTION OF MINUTES

(a) Business arising from the minutes – requested amendment to September 12, 2013 minutes.

13-10-06 M/S Directors Anderson/Tallio that the minutes from the board meeting held on September 12, 2013 be amended by adding the following:
13-09-16a M/S Directors McCullagh/Lande that the Seal Tec Industries Ltd be paid \$9,140.01 per their invoice dated August 28, 2013 for 4863 lineal metres of non-routed hot rubber crack sealing at the Bella Coola Airport.

CARRIED
CARRIED

(b) September 12, 2013 – Previous Board Meeting – as amended

13-10-07 M/S Directors Tallo/Lande that the minutes for the September 12, 2013 regular meeting be adopted as amended.

CARRIED

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

(a) 2013 Strategic Priorities/Update

The 2013 Strategic Priorities status update at October was presented for each of the strategies and tactics deemed a priority by the board of directors.

(b) Administration Report – October 10, 2013

The October 10, 2013 Administration Report provides an update on administrative activity since the last board meeting.

The new Public Works Manager will be making the Denny Island Water project one of his priorities and the Ministry of Community Sport and Cultural Development will be approached to assist Administration on the engineering aspects of this project.

Administration are still working out suitable dates for all attendees to participate in a workshop to discuss the Nusatsum Property Owners Society groyne project and what options are available to rural, remote communities like those in the CCRD. All directors, relevant staff from the Ministry's Diking Authority and Emergency Management BC are to be invited.

Expressions of Interest have been advertised for completion of outstanding 2010 flooding damage work at Walker Island and Snootli Creek Park.

A suitable workshop date is still to be determined for emergency management training and refresher training for current and new staff and possibly for board members later this year.

13-10-08 M/S Directors Anderson/Lande that the 2013 Strategic Priorities/Update and the Administration Report dated October 10, 2013 be received as presented.

CARRIED

Financial Services

(a) Request for Proposals – Financial Audit Services 2013-2017

Chief Financial Officer Donna Mikkelson rejoined the meeting at 12:05pm and reviewed the process for the Request For Proposals for financial audit services.

13-10-09 M/S Directors Anderson/Tallio that PMT Chartered Accountants/Business Advisors LLP be retained to provide financial audit services to the Central Coast Regional District and the Central Coast Regional Hospital District as provided in the Detailed Proposal dated September 20, 2013; and further, that PMT Chartered Accountants/Business Advisors be (re)appointed as the regional district's auditors for the years ending December 2013-2017.

CARRIED

RECESS

RECONVENE

The regular meeting reconvened at 1:00pm

(b) Additional Directors Remuneration – Director Lande

Director Lande declared a conflict of interest in accordance with Section 100(2)(b) and 101(1)(2) and (3) of the Community Charter. He cited a direct pecuniary interest in Item C(d)-Additional Directors Remuneration and said the item being discussed was for remuneration of his time as a CCRD representative on the Marine Planning Partnership Committee (MAPP). Director Lande left the meeting at 1:03pm.

Discussion: Tides Canada pays for travel and expenses for a representative to the Marine Planning Partnership Committee. The CCRD has a contract with Tides Canada for any of the expenses for the whole process. Director Lande requested remuneration for his time attending the MAPP in the amount of \$25 per hour. The board of directors felt this was a reasonable amount to claim.

13-10-10 M/S Directors Anderson/Tallio that the board of directors, having approved the participation of Director Lande in the Marine Planning process for the North Pacific Coast (MAPP) (R#13-05-06), also approve appropriate remuneration for time and attendance at associated meetings, provided the remuneration is eligible for reimbursement pursuant to the regional district's agreement with Tides Canada.

CARRIED

The CAO conveyed a message from Director Lande asking, in future, will similar payments need to come to the board of directors.

13-10-11 M/S Directors Anderson Tallio that resolution 13-10-09 be amended to include the words; that Administration is hereby authorized to approve future claimable payments made to Brian Lande from Tides Canada.

CARRIED

Director Lande rejoined the meeting at 1:06pm

Development Services

(c) Land Use Planning – September 25, 2013 report

13-10-12 M/S Directors Anderson/Tallio that the Land Use Planning report dated September 25, 2013 be received.

CARRIED

Environmental Services

(f) Thorsen Creek Waste & Recycling Centre – Community Works Funds Project Request – Vertical Baler, exceeding \$10,000 be authorized pursuant to the Regional District's Purchase Authorization Policy F-12

13-10-13 M/S Directors Lande/Anderson that the board of directors approves the Community Works Fund Project Request (in accordance with the regional district's Purchase Authorization Policy F-12 for purchases exceeding \$10,000) for the purchase and installation of a vertical baler at the Thorsen Creek Waste and Recycling Centre.

CARRIED

Leisure Services

(d) Centennial Pool Commission – September 10, 2013 minutes

13-10-14 M/S Directors Tallio/Anderson that the minutes of the Centennial Pool Commission meeting held on September 10, 2013 be received.

CARRIED

(h) Vancouver Island Regional Library – Report from the Board

A handout dated September 14, 2013 was provided with updates from the Vancouver Island Regional Library.

Protective Services

(i) Emergency Management see admin report

Transportation Services

(j) Bella Coola Airport – September 25, 2013 report

13-10-15 M/S Directors Lande/Anderson that the Transportation Services report dated September 25, 2013 be received.

CARRIED

(D) EXECUTIVE REPORTS

(a) Chair's Report-verbal

Chair Moody-Humchitt presented a verbal report in which he expressed appreciation for the recent opportunity to attend the annual convention of the Union of BC Municipalities. He was able to meet and speak with the Premier and representatives from the Ministry of Transportation and Infrastructure to discuss BC Ferries. Meeting other mayors and chairs was invaluable as were other networking opportunities. Every day of the convention was busy starting with morning clinics. Some topics discussed were the DFO changes to *Fisheries Act* and subsequent changes and cutbacks, child and family services, a conflict of interest session, a panel discussion with six government ministers on responsible resource development with LNG and Enbridge being two of the biggest topics. There was a large business marketplace to visit and the whole week was full of very interesting topics and people. All discussions were very informative and the CCRD resolution provided via the AVICC was carried. The chair stated that he wished the budget allowed for more CCRD representatives to attend.

13-10-16 M/S Directors Anderson/Tallio that the Chair's verbal report be received.

CARRIED

(b) Electoral Area Reports

- i) Area A – not in attendance
- ii) Area B - see Chair's Report

iii) Area C -

Director Lande provided a verbal report on the ongoing topic of cell phone coverage for our area. He has continued communications with a representative from Telus and has reiterated concerns of no cell service along the Highway 20 corridor and the consequences for those requiring emergency services.

RECESS

RECONVENE

Chair Moody-Humchitt called the meeting to order at 3:05pm

iv) Area D –

Director Tallio provided a short verbal report touching on his representation to the Northern Development Initiative Trust. Most meetings are attended by phone but once a year there is a face to face meeting. Director Tallio requested that Administration follow-up on clarification of receiving travel funding for the purpose of attending this annual meeting.

v) Area E –

Director Anderson verbally reported that the dog problem has been rectified for the most part and the townsite community is operating fundamentally solid.

(E) BYLAWS AND POLICIES

(a) A-12(d) – Centennial Pool – Children Six Years and under – reviewed

13-10-17 M/S Directors Anderson/Tallio that Policy A-12(d)-Centennial Pool-Children Six Years and under be approved as reviewed.

CARRIED

(b) A-27 Disaster Recovery Plan – Information Technology – consider for adoption

13-10-18 M/S Directors Anderson/Tallio that Policy A-27 – Disaster Recovery Plan-Information Technology be adopted.

CARRIED

PART IV- GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

(a) None

Late Item – Hagensborg Dike Repair Project – Northwest Hydraulic Consultants

13-10-19 M/S Directors Tallio/Lande that the Board of Directors approves the progress payment of \$31,688.72 and delegates authority to the Chief Administrative Officer to approve all subsequent payments for the Hagensborg Dike Repair Project to a maximum of \$121,376 as approved by the Board of Directors at its July 2013 meeting, through resolution 13-07-14.

CARRIED

(G) ADJOURNMENT

There being no further business, Chair Moody-Humchitt declared the meeting was adjourned at 3:12pm

Chair

Corporate Officer