

OATH OF OFFICE

I, FRANK JOHNSON, do swear that:

I am qualified to hold the office of Alternate Director for the Central Coast Regional District, to which I have been appointed;

I have not, by myself or any other person, knowingly contravened the Local Government Act respecting vote buying or intimidation in relation to my election to the office;

I will perform the duties of my office faithfully and with steadfast adherence to integrity, and I will not allow any private interest to influence my conduct in public matters;

I will disclose, through declaration, any direct or indirect pecuniary interest I have in a matter and will not participate in the discussion of the matter and will not vote in respect of the matter;

In the interest of good governance, where there is a perception that my impartiality on a matter may be affected, I will declare this, consider the matter on its merit and then vote accordingly;

I will abide by statutes, bylaws and policies that govern the Central Coast Regional District (CCRD) and promote openness, accountability and responsible leadership;

I will promote and demonstrate values of the CCRD through my actions and behaviour;

I will actively develop my capacity and capability to be effective in my role;

I will provide stewardship of the public assets through the development and evaluation of the Regional District's policies and programs;

I will make informed, transparent decisions that considers and manages risk in the decision making process; and

I will dedicate myself at all times to acting in the best interest and well-being of the whole community, across the region.

SWORN by the above named Alternate Director before me at Bella Coola, British Columbia, this 8th day of September, 2016.

)
)
)
)
Darla Blake, Corporate Officer)

Alternate

Board Meeting
SEP 08 2016
CCRD ITEM I.l.a.



**CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES**

DATE: July 20, 2016

ATTENTION

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

Board Meeting
SEP 08 2016
CCRD ITEM B(a)

REGULAR BOARD MEETING MINUTES – June 20, 2016

| | | |
|----------------|-------------------------|-------------------------------------------------------|
| In Attendance: | Electoral Area A | Vacant |
| | Electoral Area B | Director Reginald Moody-Humchitt -via phone (portion) |
| | Electoral Area C | Chair, Alison Sayers |
| | Electoral Area D | Director Richard Hall |
| | Electoral Area E | Director Samuel Schooner |
| | Chief Financial Officer | Donna Mikkelson |
| | Recording Secretary | Cheryl Waugh |

Absent: Chief Administrative Officer (with regrets)
Public Works Manager (with regrets)

Members of the gallery – One (portion)

PART I - INTRODUCTION

1. **Call to Order**
The Chair called the meeting to order at 9:03 a.m.

2. **Adoption of Agenda**
a) (Introduction of late items)

16-07-01 M/S Directors Hall/Schooner that the agenda be adopted.

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

16-07-02 M/S Directors Hall/Schooner that the board move to in camera meeting for the consideration of items under S. 90(1)(a), 90(1)(b), 90(1)(c), 90(1)(e) 90(1)(j) and 90(1)(k) of the Community Charter;

And further, that the board disclose the reasons for moving to the in camera meeting on June 9, 2016, being S. 90(1)(a), 90(1)(b), 90(1)(e) and 90(1)(k) of the Community Charter.

And further, that it be reported in open public meeting that a resignation from an employee was reported at the June in camera meeting.

CARRIED

The regular meeting resumed at 10:55 a.m.

Director Moody-Humchitt joined the meeting via telephone.

(a) Matters Brought Out of In Camera

Two names of potential interest have been put forward for the position of Alternate Director for Electoral Area A. Staff will contact the individuals and an appointment will be made at the September 8th regular board meeting.

The board approved a short term leave for the Chief Administrative Officer.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting, June 9, 2016

Resolution 16-06-06 is amended to read: *M/S Directors Schooner/Hall that Reg Moody-Humchitt be nominated to run for the position of Electoral Area Representative on the 2016-17 Union of BC Municipalities Executive.* **CARRIED**

Note: Resolution 16-06-24 states that the July board meeting would be held in Ocean Falls on July 21, 2016. It was subsequently changed to July 20th and the location was changed from Ocean Falls to the Regional District office in Bella Coola.

16-07-03 M/S Directors Hall/Schooner that the June 9, 2016 minutes be adopted as amended. **CARRIED**

PART II- PUBLIC CONSULTATION

1. Delegations - none

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

a) Chief Administrative Officer's Report dated July 13, 2016

16-07-04 M/S Directors Schooner/Hall that the Chief Administrative Officer's Report dated July 13, 2016 be received.

CARRIED

The Chief Financial Officer noted that the CAO will not be attending the UBCM Convention in September 2016. This leaves an opening for someone else to attend along with Director Moody and Chair Sayers.

16-07-05 M/S Directors Hall/Moody-Humchitt that Director Samuel Schooner attend the UBCM Convention in September, 2016.

CARRIED

b) By-Election and Appointment of Chief Election Officer and Deputy Chief Election Officer.

Resignations were received from the Director for Electoral Area A and from the Alternate Director for Electoral Area A. In accordance with the *Local Government Act*, a by-election must be held to fill a vacancy in an elected local government office when a person holding office resigns. With regards to an Alternate Director, the Board must appoint another person to hold the office.

16-07-06 M/S Directors Hall/Schooner that the report titled By-Election and Appointment of Chief Election Officer and Deputy Chief Election Officer, dated July 13, 2016 be received.

CARRIED

16-07-07 M/S Directors Schooner/Hall that pursuant to Section 58(1) and (2) of the Local Government Act [2015], Cheryl Waugh be appointed Chief Election Officer for conducting the 2016 by-election with power to appoint other election officers as required for the administration and conduction of the 2016 by-election;

AND THAT Wendy Kingsley be appointed Deputy Chief Election Officer for the 2016 by-election .

CARRIED

Financial Services

c) Chief Financial Officer, financial report dated July 13, 2016.

16-07-08 M/S Directors Schooner/Hall that the Financial Report of Budget versus Actual, January to July 12, 2016 dated July 13, 2016 be received.

CARRIED

Development Services

d) Economic Development

i) Community Economic Development Officer, reported dated July 13, 2016.

16-07-09 M/S Directors Hall/Moody-Humchitt that the Community Economic Development Report, dated July 13, 2016 be received.

CARRIED

The CEDO, Tanis Shedden, joined the meeting to speak to the current interest in the Bella Coola Valley to increase trail-based recreation and create a safe, active transportation corridor between 4 Mile and the Bella Coola townsite. Vancouver Coastal Health has invited up to two members of the CCRD to attend the 'Moving Beyond Urban Centres: Active Transportation Forum' September 16, 2016 in Roberts Creek. Vancouver Coast Health will fully fund these two members.

16-07-10 M/S Directors Hall/Schooner that CCRD administration register CEDO, Tanis Shedden, and Director Samuel Schooner or Director Richard Hall to attend the 'Moving Beyond Urban Centres: Active Transportation Forum' this September.

CARRIED

16-07-11 M/S Directors Hall/Schooner that a letter of support be provided to the Bella Coola Trails Alliance to support their efforts to acquire grants to develop authorized mountain bike trails in the Bella Coola Valley.

CARRIED

ii) Healthy Communities Collaboration Agreement 2016-2019.

16-07-12 M/S Directors Schooner/Hall that the Healthy Communities Collaboration Agreement 2016-2019 report, dated July 13, 2016 be received.

CARRIED

16-07-13 M/S Directors Hall/Schooner that the Board of Directors support the CCRD administration in the signing of the Healthy Community Collaboration Agreement 2016 - 2019.

CARRIED

The CEDO left the meeting.

e) Land Use Planning

(i) Land Use Coordinator Report dated July 13, 2016.

16-07-14 M/S Directors Moody-Humchitt/Schooner that the Land Use Coordinator Report dated July 13, 2016 be received.

CARRIED

Public Works

f) Public Works Monthly report dated July 13, 2016.

16-07-15 M/S Directors Hall/Schooner that the Public Works Monthly report dated July 13, 2016 be received.

CARRIED

g) Request For Quote Recycle Building, report to be presented at meeting.

16-07-16 M/S Directors Hall/Schooner that the report dated July 15, 2016, Award of Thorsen Creek Recycle Building Construction Contract, be received.

CARRIED

RECESS

The regular meeting resumed at 12:42pm

16-07-17 M/S Directors Hall/Schooner that the Central Coast Regional District Board of Directors approves CCRD administration to select one of four front runner proponents identified from the Recycling Building Construction RFQ process, and subject to being within the approved budget, enter into contract with the successful proponent for building construction.

Defeated

16-07-18 M/S Directors Sayers/Hall that a special meeting be called for August 4th, 2016 to further discuss the matter of the Thorsen Creek recycling building construction Request for Quote process.

CARRIED

Leisure Services Commissions

h) Centennial Pool Commission minutes dated June 9, 2016 and July 7, 2016.

16-07-19 M/S Directors Hall/Schooner that Centennial Pool Commission minutes dated June 9, 2016 and July 7, 2016 be received.

CARRIED

i) Denny Island Recreation Commission minutes dated May 12, 2016.

16-07-20 M/S Directors Moody-Humchitt/Schooner that the Denny Island Recreation Commission minutes dated May 12, 2016, be received.

CARRIED

Protective Services

j) Fire Protection, Coastal Fire Centre, Wildfire Team minutes dated July 6, 2016.

16-07-21 M/S Directors Hall/Schooner that the Fire Protection, Coastal Fire Centre, Wildfire Team minutes dated July 6, 2016, be received.

CARRIED

Transportation Services

k) Transportation Coordinator Report - Bella Coola Airport/Denny Island Airport dated July 13, 2016.

16-07-22 M/S Directors Moody-Humchitt/Hall that the Transportation Coordinator Report - Bella Coola and Denny Island Airport dated July 13, 2016 be received.

CARRIED

l) Bella Coola Airport Master Plan – July 15th, proposals to be presented at the meeting.

The Transportation & Land Use Coordinator informed the Board that in response to a Request for Proposals a proposal was received for the Bella Coola Airport Master Plan Development. The proposal is still being evaluated.



(D) EXECUTIVE REPORTS

a) Chair's Report –see Area C Report

b) Electoral Area Reports

- i. Area A – No Report
- ii. Area B – Director Moody-Humchitt No Report
- iii. Area C – Director Sayers Written Report

16-07-23 M/S Directors Hall/Moody-Humchitt that the report from the Chair and Area C Director, dated July 13, 2016 be received.

CARRIED

Director Sayers shared an email received from Ernest Hall in his capacity as Community Representative on the North/Mid-Coast Ferry Advisory Committee (Co-Chair for Central Coast). The topic was focused on recent developments in the effort to create a vision of tourism development and ferry services for First Nations and Central Coast/North Island communities. A positive meeting in January 2016 with Premier Christy Clark and Todd Stone, Minister of Transportation and Infrastructure saw progress made in areas surrounding access and ferry services and a possible solution to enable a direct Port Hardy to Bella Coola sailing. Route configurations to maximize ridership, financing potential from the Government of Canada and committing to deploying two small-class vessels in the region as a three to five year pilot project were also discussed in detail at the January meeting.

iv. Area D – Director Hall

Director Hall provided a short verbal report and spoke to the status of the Centennial Pool and his eagerness to see the engineer's condition assessment report. Thunder and lightning shut the pool down for one day recently due to safety concerns.

v. Area E – Director Schooner No Report

(E) BYLAWS AND POLICIES

a) Landworks Consultants Inc. Planning Report, proposed rezoning Bylaw No 465, dated July 13, 2016.

16-07-24 M/S Directors Hall/Schooner that the report from Landworks Consultants Inc., dated July 13, 2016 be received.

CARRIED

An application was received to rezone 1103 Highway 20 from R-1, Large Holdings to C-1, General Commercial to bring the property into compliance with the CCRD's zoning bylaw. The owners have been operating as a lodge accommodating the traveling public and wish to continue their current operations. C-1, General Commercial is the only zoning that allows traveller accommodation and also permits a broad range of other commercial activities. The planning consultant's report recommends a zone variation making it possible to add or remove restrictions to a property without the need to create a new zone.

- 16-07-25** M/S Directors Hall/Schooner that a General Commercial zone variation, C-1(a), be introduced into the zoning bylaw via Amendment Bylaw No. 465, 2016. **CARRIED**
- b) Bylaw No. 465, cited as "Bella Coola Valley Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 465, 2016".
- 16-07-26** M/S Directors Hall/Schooner that Bylaw No. 465, cited as "Bella Coola Valley Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 465, 2016" be now introduced and read a first time. **CARRIED**
- 16-07-27** M/S Directors Hall/Schooner that Bylaw No. 465, cited as "Bella Coola Valley Zoning Bylaw No. 71, 1984 Amendment Bylaw No. 465, 2016" having been given due and detailed consideration by the Board, be now read a second time." **CARRIED**
- 16-07-28** M/S Directors Hall/Moody-Humchitt that the Board authorize staff to schedule the holding of a Public Hearing in consideration of zoning amendment Bylaw No. 465, 2016. **CARRIED**
- 16-07-29** M/S Directors Hall/Schooner that delegation of a Public Hearing for Bylaw No. 465, 2016 go to Director Hall and if he is unable to attend that the hearing be delegated to Chair Sayers. **CARRIED**
- c) Policy A-33, Bella Coola Volunteer Fire Department, Level of Service, proposed.
- 16-07-30** M/S Directors Hall/Schooner that Policy A-33, Bella Coola Volunteer Fire Department, Level of Service, be adopted. **CARRIED**
- d) Policy F-11, Firefighter's Use of Department Equipment, review for amendment.
- 16-07-31** M/S Directors Hall/Moody-Humchitt that Policy F-11, Firefighter's Use of Department Equipment be approved as amended. **CARRIED**
- e) Policy F-17, Application for Grant-in-Aid, proposed amendments
- 16-07-32** M/S Directors Schooner/Hall that Policy F-17, Application for Grant-in-Aid proposed amendment be received. **CARRIED**

Staff will investigate other examples of Grant-in-Aid policies and bring them back to the Board for review and further discussion.

PART IV- GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

- a) Selina Robinson, L.L.A. Coquitlam-Maillardville, letter dated July 5, 2016.

16-07-33 M/S Directors Hall/Schooner that the letter dated July 5, 2016 from Selina Robinson, L.L.A. Coquitlam-Maillardville, be received.

CARRIED

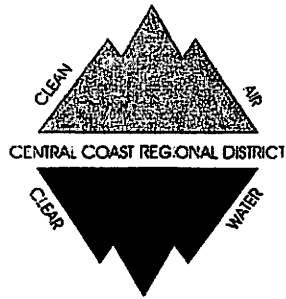
Discussion turned to appointments at the UBCM Convention and the Board would like to arrange to meet with the Ministry of Transportation and Infrastructure regarding airports and highways.

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 1:55 p.m.

Chair

Corporate Officer



**CENTRAL COAST REGIONAL DISTRICT
SPECIAL BOARD MEETING MINUTES**

DATE: August 4, 2016

ATTENTION

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

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|-----------------------|
| Board Meeting |
| SEP 08 2016 |
| CCRD ITEM <u>B(b)</u> |

SPECIAL BOARD MEETING MINUTES – August 4, 2016

Central Coast Regional District Office

In Attendance: Electoral Area A Vacant
 Electoral Area B Director Reginald Moody-Humchitt (via Phone)
 Electoral Area C Chair, Alison Sayers
 Electoral Area D Director Richard Hall
 Electoral Area E Director Samuel Schooner
 Chief Financial Officer Donna Mikkelson
 Recording Secretary Cheryl Waugh
 Public Works Manager Ken McIlwain (portion)

Absent: Chief Administrative Officer (with regrets)

Member of the Gallery: None

PART I - INTRODUCTION

1. **Call to Order**

The Chair called the meeting to order at 10:05 a.m.

2. **Waive Notice of Meeting**

16-08-01S M/S Directors Hall/Schooner that according to Section 220(3) of the *Local Government Act, 2015*, notice of any special meeting referred to in subsection (2) may be waived by a unanimous vote.

CARRIED

3. **Adoption of Agenda**

16-08-02S M/S Directors Moody-Humchitt/Hall that the agenda be adopted.

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

16-08-03S M/S Directors Moody-Humchitt/Schooner that the meeting move in camera for the consideration of an item under Section 90(1)(a) of the *Community Charter* (relating to personal information about an identifiable individual who holds or is being considered

for a position as officer, employee or agent of the municipality or another position appointed by the municipality).

CARRIED

The regular meeting resumed at 10:27 a.m.

(a) Matters Brought Out of In Camera

16-08-04IC M/S Directors Hall/Schooner that it be released in open public meeting that the board of directors appoints Frank Johnson as the alternate Director for Electoral Area A to hold office until the conclusion of the by-election process.

CARRIED

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

a) Meeting remuneration.

16-08-04S M/S Directors Hall/Schooner that the Central Coast Regional District Board of Directors be remunerated in the amount of \$75.00 to each director in attendance, in accordance with the CCRD Remuneration & Expenses Bylaw 442, 1(c).

CARRIED

Public Works

b) Item C(g) July 20, 2016 Agenda, Request for Quote.

Public Works Manager, Ken McIlwain, joined the meeting.

16-08-05S M/S Directors Schooner/Hall that the report Award of Thorsen Creek Recycle Building Construction Contract, dated July 15, 2016 be received.

CARRIED

There was review and discussion of the Request for Quotation for the recycle depot which asked for a 40'x80' engineered steel building. The RFQ was for the concrete foundation work and the steel building designed, engineered and installed, as well as additional options. The prices for a 40'X80' building came back too high so the specifications were changed to a 40'X60' building. Proponents information is confidential at this point.

Any liability concerns were addressed by the requirement that the completed structure be signed off by a professional engineer via a certificate of conformance. The CCRD hired a geotechnical engineer to provide data for the foundation and the report was made available to proponents. In other jurisdictions this would be a part of the building permit process. Although the CCRD has looked at a building permit system in the past it has been discounted and this jurisdiction defaults to the provincial building code.

A conceptual design was provided to the proponents who responded with their designs and quotes with special pricing options for door packages, drains, etc. This process is more efficient and cost

The Mission of the Central Coast Regional District is to foster the sustainable socioeconomic and environmental well-being of the Central Coast through the professional and efficient delivery of mandated regional and community services

effective than custom designing a building. The building will be assembled on site. The preference was to have one contractor oversee the construction. Plumbing, wood construction, etc. will be done locally.

A handout was provided by the Public Works Manager illustrating a breakdown of the overall project. The steel building is just one component of the entire project. The handout shows work that will be sourced locally and what will be outsourced. The Public Works Department is essentially acting as the general contractor for the project.

CCRD obligations under the New West Trade Agreement and Agreement on Internal Trade involve advertising province-wide on BCBid and avoiding any geographical bias in the RFQ process.

The Public Works Manager left the meeting.

16-08-06S M/S Directors Hall/Schooner that the Central Coast Regional District Board of Directors approves CCRD administration to select one of four front runner proponents identified from the Recycling Building Construction RFQ process, and subject to being within the approved budget, enter into a contract with the successful proponent for building construction.

CARRIED

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 11:08pm

Chair

Corporate Officer

9.45 am (15)

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: 12 MARCH 2015 Board Meeting Date 08 SEPT. 2016

Name of person or group wishing to appear before the Board of Directors: _____

RCMP REPRESENTATIVE (SGT. JUSTIN THIESSEN)
(invitation to Chief Wally Webber)

Address: Box 123, BELLA COOLA, B.C. V0T1C0.

Number of people attending: 1 Spokesperson Name: _____

Subject of presentation: QUARTERLY RCMP STATISTICS +
REPORTING ON RCMP PERFORMANCE PLAN.

Purpose of presentation:

- information only
- requesting a letter of support
- Other (provide details) _____

Contact person (if different than above): _____

Daytime telephone number: _____

Email address: Justin.THIESSEN@rcmp-grc.gc.ca.

Will you be providing supporting documentation? yes no

- If yes:
- handouts at meeting (recommend delivered in advance)
 - PowerPoint presentation
 - publication in agenda (one original due by 4:00 pm seven days prior to your appearance date)
 - Other (explain) _____

** Delegations will have a maximum of 15 minutes to make their presentation to the Board.
* Delegation speakers, please be advised that: All questions and answers during a delegation must only be directed or received to Board members. No questions are to be directed or received from the public.*

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|--------------------------|
| Board Meeting |
| SEP 08 2016 |
| CCRD ITEM <u>II.1(a)</u> |

10.00 am

16

RECEIVED

CENTRAL COAST REGIONAL DISTRICT

AUG 24 2016

BYLAW NO. 449
SCHEDULE "C"

Central Coast Regional District

DELEGATION to BOARD REQUEST FORM

Date of Application: Aug 24th, 2016 Board Meeting Date Sept 8th, 2016

Name of person or group wishing to appear before the Board of Directors: _____

Maura Walker + Carey McIver

Address: 1964 Crows Nest Lane, Manoose Bay, BC V9P 9H7

Number of people attending: 2 Spokesperson Name: Carey McIver

Subject of presentation: Update to Board on Solid Waste Management Plan

Purpose of presentation: information only
 requesting a letter of support
 Other (provide details) + to answer questions from Board

Contact person (if different than above): Ken McIlwain

Daytime telephone number: 799 5291

Email address: pwm@ccrd-bc.ca

Will you be providing supporting documentation? yes no

If yes: handouts at meeting (recommend delivered in advance)
 PowerPoint presentation
 publication in agenda (one original due by 4:00 pm seven days prior to your appearance date)
 Other (explain) _____

* Delegations will have a maximum of 15 minutes to make their presentation to the Board.

* Delegation speakers, please be advised that: All questions and answers during a delegation must only be directed or received to Board members. No questions are to be directed or received from the public.

Board Meeting
SEP 08 2016
CCRD ITEM II 1.b.



CENTRAL COAST REGIONAL DISTRICT

TO: Chair Alison Sayers and Board of Directors
FROM: Darla Blake, CAO
**SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT -
 01 September 2016**

RECOMMENDATION:
THAT the Chief Administrative Officer's Report dated 01 September 2016 be received.

STRATEGIC PLANNING

The endorsed CCRD Integrated Strategic Plan 2015-2019 is now available on the CCRD website. Hard copies of the CCRD Integrated Strategic Plan 2015-2019 are also available to members of the public at the CCRD office, on request.

The 2016 Strategic Priorities:

| Weight | Factor | Measure |
|--------|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 30% | Asset Management Plan | Complete the initial CCRD Asset Management Plan to the required "baseline" level by 30 June 2016. |
| 30% | Governance/ Service Delivery Study and Analysis | Provided Provincial funding is approved – undertake Phase 1 of a 3 Phase (3 year) Governance/Service Delivery Study and Analysis. Phase 1 includes developing ToR to secure a consultant who will undertake the study during 2016, with the results to be assessed by CCRD and the Ministry CSCD in order to develop the next steps (Phase 2 of 3). |
| 25% | Solid Waste Management Plan | Identify and document future needs, issues and opportunities, budgets and funding implications of SWM Plan by 31 December 2016 |
| 15% | Economic Development Plan | Review the current EDP and update as needed or develop a new EDP by 31 December 2016 |

Board Meeting
 SEP 08 2016
 CCRD ITEM C(a)

2016 STRATEGIC PRIORITIES

Asset Management Plan (Strategic Priority)

Reporting to be covered in the Public Works Managers report, elsewhere on this agenda.

Governance and Service Delivery Analysis and Study (Strategic Priority)

LeftSide Partners and Administration continue to work on Fact Sheets about regional districts, governance, and services provided by CCRD. It is expected once final versions are completed, these will be posted on the website.

LeftSide Partners are just beginning work on a survey and newsletter, which will draw on the fact sheets. We are currently negotiating dates, sometime in October for governance forums to take place. More details will be forthcoming.

Solid Waste Management Plan (Strategic Priority)

Reporting to be covered in the Public Works Managers report, elsewhere on this agenda.

Economic Development Plan (Strategic Priority)

Reporting to be covered in the Community Economic Development Officer's report, elsewhere on this agenda.

GENERAL

By- Election for Electoral Area A - Update

At the time of writing this report, the nominations period for the Electoral Area A by-election had not closed. Ms. Cheryl Waugh, Chief Elections Officer will provide the board with a verbal update at the 8 September 2016, board meeting.

UBCM – possible meeting between CCRD and BC Hydro on Fair Compensation for transmission and distribution lines in the region

CCRD had a response back from Dave Mosure, Coordinator of Community Relations for BC Hydro. Mr. Mosure advised that this matter has come up in the past and resulted in a resolution at UBCM 2009. Accordingly, resolution B44, and the Provincial Government's response can be seen below:

"B44: BC HYDRO TRANSMISSION LINES

WHEREAS regional districts are not receiving benefits from the 55,000 kilometres of distribution lines and 17,533 kilometres of transmission lines in the rural areas of the province, while other forms of government are receiving a benefit;

THEREFORE BE IT RESOLVED that the UBCM urge the Minister of Finance to implement a fair method of compensation to regional districts in the province based on the strong belief that crown corporations, wherever possible, should compete on a level playing field.

RESPONSE: Ministry of Finance

In November 2006 the Minister of Finance announced a new government policy with respect to payment of grants-in-lieu by Crown Corporations generally, and BC Hydro specifically.

Under the new policy, BC Hydro pays grants in respect of its generating facilities comparable to the property taxes that would be paid on a large (400 megawatts) private gas-fired generating plant.

In its consideration of the grants-in-lieu policy, the government made the decision to create a more transparent policy rationale for calculating the grants for each generating facility in order to provide additional funds to communities which host and/or are impacted by power generating facilities, and for adjusting these grants into the future.

The government also made the decision to enhance payments already being made to regional districts, but not to provide additional grants based on other provincial facilities in the regional districts".

Suggestion: Should you wish to discuss this topic further, specific to CCRD, it is would recommend meeting with Ministry of Finance as they are the ones who administer the policy of grants-in-lieu of taxes.

Respectfully Submitted



Darla Blake
Chief Administrative Officer



CENTRAL COAST REGIONAL DISTRICT

DATE: September 1, 2016
TO: Darla Blake, CAO
FROM: Tanis Shedden, Community Economic Development Officer
SUBJECT: CCRD Grant-in-aid Policy

BACKGROUND

At the July 20, 2016 board of directors meeting staff was directed to investigate other examples of Grant-in-Aid policies and bring them back to the Board for review and further discussion. The intent is to better understand how to create a fair and effective evaluation system to determine how to allocate Grant-in-aid funding.

The CEDO has been working on connecting with other Regional Districts and administrative staff responsible for overseeing the Grant-in-aid policies.

LEGISLATION /POLICY

Local Government Act 2016 (Section 263) (1) (c):

The Regional District may provide assistance for the purpose of benefiting the community.

Local Government Act 2016 (Section 380) (2) (g):

A grant may be charged to the electoral area benefiting from the assistance.

BUDGET/FINANCIAL IMPLICATIONS

Within current approved budget: Yes
Requires further budget consideration No

DISCUSSION

There are two factors that limit the activities of the Regional District.

1. Pursuant to the *Local Government Act*, The regional district does not intend to replace the financial responsibility of senior levels of government, other government agencies and affiliates, or to replace primary funding opportunities such as grants offered by senior levels of government.

Board Meeting
SEP 08 2016
CCRD ITEM C(6)

- 2. As an observation, the regional district should not regularly fund operations such that the existence of the service is solely dependent on regional district funding. This calls into question whether the service provided should then be taxed as a service provided by the regional district.

The decision of what activities to fund varies across local governments. There are examples across the province of different grant-in-aid policies.

Tools that can be incorporated in a CCRD grant-in-aid policy include:

- Establishing a recommended maximum grant request (with an option to waive the limit at the discretion of the CCRD Board)
- Not requiring not-for-profit registration for Grant-in-aid requests for \$500 and under
- Establishing funding per electoral area – (ie- setting a budget for each electoral area)
- Narrowing the scope of funding areas:
 - One-time program/service start-up costs
 - Operations (not exceeding 50% of total annual operating budget)
 - One-time projects (with defined start and finish dates)
 - Special events

Additional scenarios for consideration are as follows:

SCENARIO 1

A weighting system has been proposed by the District of Sechelt community grant review committee. This is being designed to make the decision making process more clear and objective. Should the CCRD pursue a weighting/ranking system, some considerations are outlined below.

Weighting applications that demonstrate alignment with CCRD Board priorities and visioning documents.

These may include but, are not limited to the following:

- Promote volunteer participation and citizen engagement.
- Promote a healthy lifestyle through sport, recreation, leisure, and/or social opportunities.
- Celebrate community pride and diverse heritage and culture through art, festivals, and/or events.
- Meet the needs of the community by using new approaches and techniques.
- Exercise coordination, cooperation, and collaboration with other groups to prevent duplication of projects, programs, services, or events.
- CCRD Integrated Strategic Plan 2015-2019.
- Provide an ongoing service that meets a community need.

The above can be supplemented with additional financial/regional criteria, such as demonstrating that the application,

- directly benefits a substantial number of CCRD residents
- directly benefits more than one Electoral Area
- is a request for funding less than 25% of the total initiative costs
- has not received funding from the CCRD Grant-in-aid before
- is using CCRD funds to leverage other funding applications
- demonstrates other funding sources have been considered and pursued (e.g. fundraising, grants from senior levels of government, etc.)

These two sections (priorities/vision and financial/region considerations) can be weighted depending on the priorities of the Board. An example scoring document is attached, keep in mind that the document can be amended to better reflect the Boards intentions for the CCRD Grant-in-aid policy.

Option 1:

Use the financial/region considerations as a pre-qualifier. Applications must score at least 75% on the established financial/region considerations. Applications are then scored on how many of the CCRD Board priorities and visioning documents they align with. The highest scores in the latter received Grant-in-aid funding.

Potential issues with this scoring system primarily stem from applications from communities in Electoral Area A that will not directly benefit a substantial portion of Central Coast Regional District residents and will not directly benefit more than one electoral area. This could be remedied by removing the regional scope considerations for applications from Electoral Area A.

Option 2:

Use the CCRD Board priorities and visioning document alignment as a pre-qualifier. Applications must score at least 75% on the established CCRD Board priorities and visioning document questions. Applications are then scored on the financial/regional considerations. This will diminish the weight the financial considerations have on any given application. It should be noted that these questions do not remove the onus on the applicant to provide budgets and financial statements.

Option 3:

Equal weighting for all considerations. The applicant does not need to meet any set minimum for the financial/regional or CCRD Board priorities or visioning document considerations. Each question will receive a single point and the applications with the highest points will be allocated the grant-in-aid funding.

It is recommended that if a weighting system is adopted that any incomplete (missing documents, financial statements, previous years report, etc.) and/or late applications receive an automatic zero and will not be considered for a grant-in-aid in that application period.

SCENARIO 2

Participatory budgeting has been adopted by the District of Tofino. This process provides an opportunity for residents to make the decisions about what receives funds through the public budget. This is a unique opportunity for the Central Coast Regional District to ensure that the community is aware of the Grant-in-aid process and the community benefits that are derived from the tax levy. This is similar, though not exactly, the process that is being pursued for the Economic Development Contribution Agreements through the Community Economic Development Delivery Plan.

The process involved repealing existing policies surround council grants and arts and culture grants. These policies were replaced by community developed guidelines, community organizations submitting proposal development that aligns with the guideline, community voting process, then followed by grant disbursement.

To implement a participatory budget approach to the CCRD Grant-in-aid service the following steps would need to be taken.

1. Repealing of the existing CCRD Grant-in-aid policy
2. Hosting of a community workshop to develop a guideline document, which will address;
 - a. Eligible expenses and entities
 - b. Maximum grant allowances
 - c. Deadline
 - d. Process and communications
 - e. Determine a voting system – how, when, where will people vote
 - f. Regional fund breakdown/distribution – will the grants be administered by individual electoral areas or the region as a whole?
3. Share the guideline document with local community groups.
4. Accept letters of intent from eligible entities interested in applying.
5. Share the proposals with Central Coast Regional District residents.
6. Open up the voting system as determined by the community developed guidelines.
7. Disperse funds to the winning proposals.

Feedback and considerations from Tofino:

Pros:

- Provided opportunity to build partnerships
- Opened dialogue between local organizations
- Raised awareness of the Financial Planning process
- Empowered the community
- Increased understanding

Cons:

- There was a feeling of a popularity contest
- Concern over uninformed voters
- The Council is elected to make the decisions
- Budget was too small
- Time consuming process

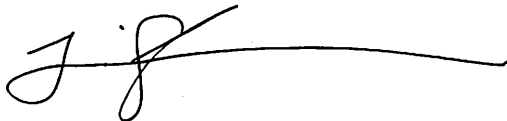
Additional considerations

- Guidelines are typically developed by the organizations applying for grants
- Communicating changes and responsibilities to the broadest group of residents will take time
- The level of community engagement being requested across the CCRD at this time is high – Governance Study, OCP/Economic Development, Airport Masterplan, Solid Waste Management Plan, By-election, etc.

CONCLUSION

It is recommended that the Board of Directors use the above to assist in discussion surrounding how to objectively administer the Grant-in-aid service.

Respectfully submitted



Tanis Shedden
Community Economic Development Officer

Potential Ranking for Grant-in-Aid applications

Automatic 0 for incomplete or late applications.

Automatic 0 if the applicant has failed to meet reporting requirements for a CCRD Grant-in-aid received in the past 3 years.

Section A

Weight: /100

Place a checkmark beside the following priorities that your application aligns with.

- Promote volunteer participation and citizen engagement.
- Promote a healthy lifestyle through sport, recreation, leisure, and/or social opportunities.
- Celebrate community pride and diverse heritage and culture through art, festivals, and/or events.
- Meet the needs of the community by using new approaches and techniques.
- Exercise coordination, cooperation, and collaboration with other groups to prevent duplication of projects, programs, services, or events.
- CCRD Integrated Strategic Plan 2015-2019.
- Provide an ongoing service that meets a community need.

For each checkmark please provide a paragraph demonstrating how your organizations application aligns with the priority.

Possible points:

Section B

Weight: /100

Answer yes or no to the following questions:

- Is the application for funds to cover operational expenses?
- Has your organization received funding through CCRD Grant-in-Aid in the past 3 years?
- Is the application for funds greater than 25% of total initiative costs?
- Is the CCRD Grant-in-aid the only outside funding you are pursuing?

Possible points: (__ points for no, 0 points for yes)

How many residents will directly benefit from the application?

How many electoral areas with directly benefit from the application?

Possible points:



CENTRAL COAST REGIONAL DISTRICT

DATE: 30 August 2016

TO: Board Chair Alison Sayers and Board Members

FROM: Darla Blake, CAO

SUBJECT: Discussion For Relevance - Animal Control Contribution Extended Service Establishment Bylaw No. 212, 1993

BACKGROUND

As part of the CCRD's strategy to maintain and update our policies and bylaws on a regular basis, it has been identified a number of old bylaws warrant discussion with the board regarding relevancy, in 2016. The Animal Control Contribution Extended Service Establishment Bylaw No. 212, 1993 is one such bylaw.

LEGISLATION

The Animal Control Contribution Extended Service Establishment Bylaw No. 212, 1993 was established under the old Municipal Act. A number of the sections under that legislation have since been rescinded.

Local Government Act [RSBC, 2015] s349 and s352, applies to this discussion.

STRATEGIC PLAN

- 3.4 Foster effective governance
 - 3.4.3 Maintain and update our policy/bylaw process

BUDGET/FINANCIAL IMPLICATIONS

| | |
|---------------------------------------|-----|
| Within current approved budget: | N/A |
| Requires further budget consideration | N/A |

RISK MANAGEMENT

Administration have not fully evaluated potential risks associated with whether or not there should be the opportunity to collect contributions from Electoral Area C, D and E for the purpose of contribution to the costs of providing an animal control service by the Nuxalk Nation; or to rescind the bylaw altogether, effectively ending any animal control for Electoral Areas C, D & E.

DISCUSSION

The Board is being asked to discuss whether they wish to retain the establishing bylaw for the provision of an annual contribution for Animal Control. Bylaw 212 - Animal Control Contribution Extended Service Establishment. This bylaw was approved in 1993 under the Municipal Act.

Board Meeting

SEP 08 2016

CCRD ITEM B(c)

and may not meet all the current legislative requirements under the 2015 *Local Government Act*. If retention of the bylaw is the desire of the board, an update of the bylaw will need to be done to bring the bylaw into legislative compliance under the revised LGA Act 2015.

If however, the board determines and resolves its desire to withdraw from contributing to the Animal Control Contribution Extended Service Establishment Bylaw then special provisions for service withdrawal, under the *Local Government Act [RSBC, 2015]* s349 and s352 will apply.

Current situation

The Animal Control Contribution Extended Service Establishment Bylaw No. 212, 1993 was established under the old Municipal Act and does not meet all of today's legislative requirements.

The CCRD established this extended service bylaw provide for the purpose of contributing to the cost of animal control provided by the Nuxalk Nation. The bylaw covered extending that service to Electoral Area C, D and E.

Since the establishment of the bylaw in 1993, the need for animal control has seldom been an issue within the participating electoral areas. To the best of the writer's knowledge no tax has ever been collected for this service.

CONCLUSION

The 1993 bylaw for the provision of the collection of property value tax needs revision and a decision made whether to keep the bylaw and amend it to meet the 2015 legislation; or to rescind the bylaw citing the service is not needed.

Respectfully submitted



Darla Blake
Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 212

A bylaw to establish an extended service within Electoral Areas C, D, E to provide an annual contribution for Animal Control.

WHEREAS the Central Coast Regional District may, by bylaw, establish an extended service under Sec. 789(1)(h) for the purpose of contributing to the cost of animal control.

AND WHEREAS the Regional Board wishes to establish this extended service for the purpose of contributing to the cost of animal control provided by the Nuxalk Nation.

AND WHEREAS under Sec. 800(1)(b) the Board has waived the assent requirement of Sec. 795(2)(a)(i).

AND WHEREAS the Directors of Electoral Areas C,D, and E have consented, in writing, to the adoption of this bylaw.

NOW THEREFORE the Regional Board of the Central Coast Regional District, in open meeting assembled, enacts as follows:

1. The Regional District hereby establishes an extended service for the purpose of contributing to the costs of providing an animal control service by the Nuxalk Nation.
2. Electoral Areas C, D, and E are the sole participating areas for the extended service.
3. The amount of the financial contribution for the extended service will be determined by Board resolution before December 31 in any given year as it applies to the following year and will be recovered by the requisition of monies under Section 805(1)(a) of the Municipal Act to be collected by a property value tax on lands and improvements in the participating areas.
4. This bylaw may be cited as "Animal Control Contribution Extended Service Establishment Bylaw No. 212, 1993".

Bylaw 212

-2-


FIRST READING this 9th day of November, 1993

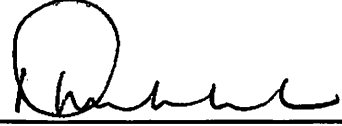
SECOND READING this 9th day of November, 1993.

THIRD READING this 9th day of November, 1993.


APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 14th day of December, 1993.

RECONSIDERED AND ADOPTED this 8th day of February, 1994.


Chairperson


Secretary

I hereby certify that this a true and correct copy of Bylaw No. 212 cited as "Animal Control Contribution Extended Service Establishment Bylaw No. 212, 1993" as read a third time.


Donna Mikkelson, Secretary



Province of
British Columbia

Ministry of
Municipal Affairs
Recreation and
Culture

**LAW SUBMISSION
FORM**

30

This form is to be fully completed and submitted with all Village bylaws adopted pursuant to Part 29 of the *Municipal Act* that are submitted to the Ministry for registration

The following documentation is attached as part of this submission

- 3 copies of the bylaw
- Approval pursuant to section 57 of the *Highway Act* or Not required
- Approval pursuant to the *Agricultural Land Commission Act* or Not required
- Minutes of the Public Hearing Not applicable
- Copies of any staff reports or other reports to support the bylaw

| | | | |
|-------------------------------------------------|----------------------|-------------------|----------|
| VILLAGE: CENTRAL COAST REGIONAL DISTRICT | BYLAW No. 212 | MINISTRY USE ONLY | |
| | | DATE RECEIVED | FILE No. |

TYPE OF SUBMISSION:

OCP BYLAW
 ZONING BYLAW
 SUBDIVISION SERVICING BYLAW
 OTHER SECTION # 789 (1)(c)

OWNER OF SUBJECT PROPERTY: _____ APPLICANT: _____

PURPOSE OF BYLAW:

TO ESTABLISH AN EXTENDED SERVICE WITHIN ELECTORAL AREAS C, D, AND E
TO PROVIDE AN ANNUAL CONTRIBUTION FOR ANIMAL CONTROL.

LOCATION OF SUBJECT PROPERTY:

AREAS C, D, AND E (BELLA COOLA VALLEY)

| | | | |
|---------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| AREA OF SUBJECT PROPERTY: | PRESENT OCP DESIGNATION: | SUBJECT TO AGRICULTURAL LAND COMMISSION ACT: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | FLOODPROOFING PROVISIONS IN EFFECT: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
|---------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|

MINISTRY USE ONLY:

COMPLIANCE WITH MUNICIPAL ACT:

YES
 NO

COMPLIANCE WITH PROVINCIAL INTEREST:

YES
 NO

COMMENTS AND RECOMMENDATION:

Province of British Columbia



No.

Statutory Approval

*Under the provisions of section 795(1)(a)
of the Municipal Act*

*I hereby approve Bylaw No. 212
of the Central Coast
Regional District, a copy
of which is attached hereto.*

*Dated this 14th day
of December, 1993*


Deputy Inspector of Municipalities



CENTRAL COAST REGIONAL DISTRICT

DATE: 30 August 2016
 TO: Board Chair Alison Sayers and Board Members
 FROM: Darla Blake, CAO
 SUBJECT: Discussion For Relevance and conversion – Bella Coola Valley Prohibition of Untidy and Unsightly Premises, Bylaw No. 45, 1981

BACKGROUND

As part of the CCRD's strategy to maintain and update our policies and bylaws on a regular basis, it has been identified a number of old bylaws warrant discussion with the board regarding relevancy, in 2016. The Bella Coola Valley Prohibition of Untidy and Unsightly Premises, Bylaw No. 45, 1981 is one such bylaw.

LEGISLATION

Local Government Act [RSBC, 2015] s341, s339, s349, s352 and s623(4)(b)

STRATEGIC PLAN

- 3.4 Foster effective governance
 - 3.4.3 Maintain and update our policy/bylaw process

BUDGET/FINANCIAL IMPLICATIONS

| | |
|---------------------------------------|---------------------------|
| Within current approved budget: | No |
| Requires further budget consideration | Depends on board decision |

RISK MANAGEMENT

This bylaw covers Electoral Areas C, D and E. Administration has not fully evaluated potential risks associated with whether or not regulatory enforcement of such a bylaw is practicable.

DISCUSSION

The Board is being asked to discuss whether they wish to convert then amend or repeal the Bella Coola Valley Prohibition of Untidy and Unsightly Premises, Bylaw No. 45, 1981.

This bylaw received Ministry approval on 4th March 1982 and finally board approval on the 14th April 1982. Because the bylaw was approved prior to 1989, the regional districts would only be empowered with authority to provide services either by Cabinet through Supplementary Letters Patent (SLP) or by elector assent or petition through a specified area bylaw.

The Bella Coola Valley Prohibition of Untidy and Unsightly Premises, Bylaw No. 45, 1981 was established under Supplementary Letters Patent and the Municipal Act, RSBC 1979. Because the bylaw has never been amended or repealed it is considered to still be active. The bylaw would still be using the authority provided through the SLP – such services are known as "continued services". Conversion bylaws are only possible for continued services.

| |
|-----------------------------------------------------------------------------|
| <p>Board Meeting</p> <p>SEP 08 2016</p> <p>CCRD ITEM <u>B(d)</u></p> |
|-----------------------------------------------------------------------------|

The Ministry recommends all old bylaws, like this, be converted to bring them up to speed with the current legislation. No conversion process for this particular bylaw has occurred as yet.

Today's legislation provides regional districts with the power to provide any service deemed necessary or desirable, and this is done by adopting an "establishing bylaw". However, prior to adopting an establishing bylaw, the old bylaw must first be converted to meet today's current legislation. Once the conversion bylaw has been developed, given three readings it can be adopted by two thirds of the participating areas consent (directors of Electoral Areas C, D & E).

Once consent has been obtained, the bylaw can be submitted to the Inspector of Municipalities for statutory approval. The conversion process is complete once the bylaw has been adopted for statutory approval.

If the Board decided to repeal the bylaw the Ministry would require the regional district to develop two bylaws: one that converts the service authority; and, another to repeal the service.

The conversion bylaw must meet all the requirements of LGA s339; and must be given three readings by the board. Both bylaws must be submitted together for statutory approval along with a note to indicate that the conversion bylaw is only for the intended purpose of then repealing the bylaw. Statutory approval would be provided by the Inspector of Municipalities for each bylaw. Once the bylaws are received back, the conversion bylaw can be adopted immediately, but it is recommended that the repeal bylaw be adopted after the one month quashing period has expired for the conversion bylaw (LGA s6243(4)(b)).

In addition to converting the bylaw, if the board agrees with the continuation of the service, then discussion on how enforcement of the bylaw will be administered.

CONCLUSION

Administration is looking for guidance from the board on what they wish to do with this bylaw and to discuss whether they wish to convert then amend or repeal the Bella Coola Valley Prohibition of Untidy and Unsightly Premises, Bylaw No. 45, 1981. If the bylaw is considered as a continuation of service or if the board wishes to convert the continued service to meet today's legislative requirements, either way the old bylaw must be converted; and a conversion process must be followed.

If the board wishes the continuation of the service, then discussion on how enforcement of the bylaw will be administered also requires discussion.

Respectfully submitted



Darla Blake
Chief Administrative Officer

Central Coast Regional District

By-law No. 45

Being a by-law to prohibit Untidy and Unsightly Premises within Electoral Areas C, D and E of the Central Coast Regional District.

WHEREAS supplementary Letters Patent dated July 24, 1981 of the Central Coast Regional District authorize the Regional Board of the said Regional District to exercise the powers set out in Sections 932(b), (g) and (h) of the Municipal Act, RSBC 1979, and

WHEREAS clause (g) of Section 932 of the said Act states that the Regional Board may, by by-law, prohibit persons from causing or permitting water, rubbish or noxious, offensive or unwholesome matter to collect or accumulate around their premises, or from depositing or throwing bottles, broken glass or other rubbish in any open place; and

WHEREAS clause (h) of Section 932 of the said Act states that the Regional Board may, by by-law prohibit the owners or occupiers of real property from allowing property to become or to remain untidy or unsightly, and require the owners or occupiers of real property, or their agents, to remove from it any accumulation of filth, discarded materials, or rubbish of any kind; and may provide that in default of the removal, the Regional Board, by its employees and others, may enter and effect the removal, at the expense of the person defaulting and that the charges for doing so, if unpaid on December 31 in any year, shall be added to and form part of the taxes payable on that real property, as taxes in arrears; and

WHEREAS clause (b) of Section 932 of the said Act states that the Regional Board may, by by-law prevent, abate and prohibit nuisances, and provide for the recovery of the cost of abatement of nuisances from the person causing the nuisance or other persons described in the by-law; and

WHEREAS the Regional Board does not wish to interfere with traditional farming operations ; and,

WHEREAS it is deemed advisable and expedient that, for the protection of property owners generally in Electoral Areas C, D and E of the Central Coast Regional District, such powers be exercised and sufficient regulatory measures be enacted.

NOW THEREFORE the Regional Board of the Central Coast Regional District, in open meeting assembled, enacts as follows:

- 1. This by-law shall apply to Electoral Areas C, D and E of the Central Coast Regional District.

I. Interpretation

- 2. In this by-law, unless the context otherwise requires:

"Inspector" shall mean an inspector appointed by the Regional Board for the purposes of enforcing this by-law.

"Occupier" shall have the meaning given to it by the Municipal Act.

"Owner" shall have the meaning given to it by the Municipal Act.

"Electoral Areas C, D and E" shall be and mean Electoral Areas C, D and E, as described by Letters Patent and amendments thereto of the Central Coast Regional District.

"Regional Board" shall mean the Regional Board of the Central Coast Regional District for the time being.

"Real Property" shall have the meaning given to it by the Municipal Act.

"Person" shall mean and include any corporation, partnership or party and the heirs, executors, administrators or other legal representatives of such person to whom the context can apply according to law.

"Rubbish" shall mean all discarded and/or broken items, and without restricting the generality of the foregoing, shall include paper and wood products no longer in use.

"Unsightly" shall have its common dictionary meaning.

"Untidy" shall have its common dictionary meaning.

"Untidy or unsightly" shall be used in the context of the common dictionary meanings but without restricting the generality of the same, shall include the storage or accumulation of rubbish as defined.

II. Regulation

- 3. Untidy or Unsightly Premises:
 - a) No person, being an owner or occupier of real property within Electoral Areas C, D and E of the Central Coast Regional District, shall allow such property to become or to remain untidy or unsightly.
 - b) All owners and occupiers of real property within Electoral Areas C, D and E of the Regional District are hereby required, when such property is in an untidy or unsightly condition to remove therefrom all rubbish.

III. Enforcement

- 4. The Inspector is hereby authorized to enter, at all reasonable times, upon any real property within Electoral Areas C, D and E for the purpose of inspecting the said property, in order to ascertain whether or not the said property is in an untidy or unsightly condition.
- 5. Complaints regarding real property in an untidy or unsightly condition shall be made in writing to the Inspector who shall without undue delay, inspect the real property, the subject of the complaint.
- 6. Should the owner or occupier of real property fail to remove from their real property all rubbish of any kind after being given thirty(30) days notice to remove the same, the Regional District by its employees and others may enter upon such real property and effect removal of such rubbish at the expense of the owner or occupier so defaulting and the charges for doing so, if unpaid on December 31 of that year in which the rubbish is removed, shall be added to and form part of the taxes payable in respect of the real property as taxes in arrear.
- 7. Any notice required to be given under section 6 shall be validly given if delivered personally to such owner or occupier or mailed by prepaid, registered mail and addressed to such owner or occupier in care of the ordinary postal address for such real property or to the address for such owner or occupier as set out in the last revised assessment roll.
- 8. Notwithstanding section 6 of this by-law, where the Regional Board has given notice under section 7 of this by-law, the

owner or occupier receiving such notice shall have the right, within ten (10) days to appeal in writing to the Regional Board of the Central Coast Regional District and such owner or occupier shall be entitled to appear before the Board and to present evidence and call witnesses and on the conclusion of the appearance, the Regional Board may rescind, vary or confirm the notice.

IV. Exemption of Farm Operations

- 9. Notwithstanding the other provisions of this by-law, all discharges of plant and animal waste emanating from traditional farming operations which are managed and applied in a reasonable manner as organic fertilizers to promote crop production and the accumulation of materials and equipment required for traditional farming operations are exempt from the provisions of this by-law.
- 10. This by-law may be cited for all purposes as "Bella Coola Valley Prohibition of Untidy or Unsightly Premises By-law No. 45, 1981".

READ A FIRST TIME THIS 24th DAY OF October, 19 81 .
 READ A SECOND TIME THIS 24th DAY OF October, 19 81 .
 READ A THIRD TIME THIS 24th DAY OF October, 19 81 .

SYNOPSIS OF BY-LAW ADVERTISED ON THE 24th DAY OF November 19 81 IN THE Tribune .

RECEIVED THE APPROVAL OF THE MINISTER OF MUNICIPAL AFFAIRS ON March 4th, 19 82 .

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 14th DAY OF APRIL, 19 82 .

I here

Larry Taylor
CHAIRMAN

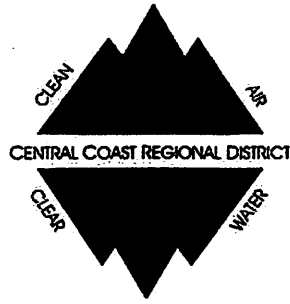
Laurel Jensen *d.S.*
SECRETARY-TREASURER

I hereby certify that the foregoing is a true and correct copy of By-law No. 45, cited as "Bella Coola Valley Prohibition of Untidy or Unsightly Premises By-law No. 45, 1981", as read a third time by Laurel Jensen SECRETARY-TREASURER

APPROVED pursuant to the provisions of section 202 of the Municipalities Enabling and Validating

Act this 4th day of March 19 82

[Signature]
Minister of Municipal Affairs
APPROVAL No. 820254



CENTRAL COAST REGIONAL DISTRICT
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
REGULAR MEETING MINUTES

DATE: July 21, 2016

ATTENTION

The EDAC minutes are draft and subject to amendment. Final approval and adoption by the EDAC will follow a resolution to receive the minutes by the CCRD Board of Directors, at their next scheduled meeting.

Board Meeting
SEP 08 2016
CCRD ITEM C(e)i

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
REGULAR MEETING MINUTES – July 21, 2016

In Attendance: Ernest Hall (Community) – Acting Chair
Wilma Hallam (Community)
Ana Santos (Denny Island) – By phone
Keith Hamilton (NNDC)
Tanis Shedden (CEDO) – Recording secretary

Apologies: Chris Quinn (Community), Director Sam Schooner (CCRD)

Absent: Tracy Switzer (Ocean Falls)

No members of the public attended

1. Call to Order

The meeting was called to order at 7:10 pm.

2. Election of Chair and Vice-Chair

The CEDO suggested that the election of Chair and Vice-Chair be postponed until the September EDAC meeting and that Ernest Hall continue in his capacity as acting chair.

EDAC 16-07-01 M/S Hamilton/Hallam that Ernest Hall be appointed acting chair.

CARRIED

Ernest Hall assumed the position of acting chair.

3. Adoption of Agenda

(a) Introduction of late items - None

EDAC 16-07-02 M/S Santos/Hallam that the July 21, 2016 EDAC agenda be adopted.

CARRIED

4. Adoption of Minutes

EDAC 16-07-03 M/S Hallam/Santos that the May 19, 2016 EDAC minutes be adopted as received.

CARRIED

5. Community Economic Development Delivery Plan (CEDDP)

(a) Contract Grant Writer Position

The CEDO informed the EDAC that a resolution was passed by the CCRD board of directors regarding the May 19, 2016 EDAC recommendation that the CCRD pursue grant funding to create a contract Grant Writer position. This will be written into the CEDDP 2017 as goal 1.

(b) Feasibility study – high speed internet (Central Coast Chamber of Commerce)

Ana Santos explained that the Denny Island community has three options for internet provision. The options are Xplornet, cellular connection, or connecting to Shearwater Marine Wifi. Some Denny Island businesses do not have internet access, which is a barrier to further business development.

Keith Hamilton asked about the capital infrastructure that was installed across the Central Coast region 15 years ago as part of a program run through the federal government. Through that program Bella Bella acquired substantial internet infrastructure. He inquired as to whether a call to Heiltsuk Economic Development Corporation would be viable for the Denny Island community.

Ana Santos suggested that the next steps, in addition to the feasibility study, would be to approach Bella Bella and School District 49 about how they are meeting their internet needs and gauge the level of interest in expanding their services to the larger Denny Island community.

It was suggested that connecting with School District 49 and Heiltsuk Economic Development Corporation (who owns and operates Waglisla Cablevision) be the next step before committing CCRD funds to a feasibility study.

EDAC 16-07-04 M/S Hamilton/Hallam that the CEDO facilitates communication between communities in Electoral Area A and Heiltsuk Economic Development Division/School District 49 about opportunities to meet community internet needs through the existing infrastructure.

(c) Mountain Bike Trails Development Plan (Bella Coola Trails Alliance)

Ernest Hall expressed that this initiative has a lot of potential and that it should be supported as capacity allows. A contribution agreement would allow them to plan and build on the existing momentum.

Wilma Hallam sees the potential of this initiative from a health and wellness perspective.

Keith Hamilton suggested that Nuxalk Nation be approached for funding and engaged in the planning process. He cautioned that the Mountain Bike Trails initiative is more in the realm of social development than economic development. The long-term sustainability of a land based initiative in Nuxalk Traditional Territory will be dependent on having the support of the Nuxalk community. The Bella Coola Trails Alliance has done a good job thus far of ensuring that the Nuxalk Nation is aware of the initiative and although there is support coming from many Nuxalk community members, the engagement should continue in a formalized manner. Nuxalk Nation Development Corporation, Nuxalk Band Council, and the Hereditary Chiefs should be approached in the pre-planning phase to ensure that it is clear and understood how this initiative will benefit the Nation. Keith Hamilton recommended that the CCRD contribution agreement be viewed as a back-up plan if the Nuxalk engagement process and funding does not align with the Bella Coola Trails Alliance timeline.

EDAC 16-07-05 M/S Hallam/Hamilton that the CEDO approach the Bella Coola Trails Alliance with the recommendation that the Nuxalk Nation be approached with a request for funding before committing CCRD funds to the Bella Coola Mountain Bike Trails Development Plan.

(d) Bella Coola Valley Tourism Destination Marketing Organization

As BCVT President, Ernest Hall declared a conflict of interest and withdrew from the discussion and decision making pertaining to funding for Bella Coola Valley Tourism through the CCRD Community Economic Development Delivery Plan and associated contribution agreements.

Keith Hamilton inquired as to the structure of Bella Coola Valley Tourism as a membership based organization. What is the value to membership and how can funds be acquired in a more sustainable method. Has the membership been approached about providing more funds for BCVT to be more productive in their destination marketing efforts?

The CEDO suggested that a contribution agreement be used to assist BCVT meet their current priorities as outlined in the Destination BC Co-operative Marketing Partnerships Program as a transitory measure. It is important for organizations to deliver on actions outlined in grant applications as it builds the reputation and capacity of the organization.

EDAC 16-07-06 M/S Hamilton/Hallam that as a transitory phase, the CCRD creates a contribution agreement with a value of \$3000 for Bella Coola Valley Tourism to achieve the organizations priorities as outlined in their Destination BC Co-operative Marketing Partnerships Program grant application.

CARRIED

6. Discussion

(a) Communication Re: Non-timber forest product development

Keith Hamilton informed the EDAC that the term Great Bear Rainforest is a trademark of the Great Bear Business Corporation which is owned by the Central Coast First Nations. Any organization looking to use that name in their branding must receive rights to do so.

For this co-op to be established and taken seriously approaching the Nuxalk Development Corporation would be an appropriate first step to determine how best to begin operating a land-based venture in Nuxalk Traditional Territory. Entrepreneurship in the Bella Coola Valley is encouraged and the long-run sustainability will likely depend on the relationships between those who operate in the same/similar markets.

(b) Economic Development Building Blocks Workshop

The EDAC would like any workshops put on regarding economic development to be meaningful. There are programs and organizations that exist to put these workshops on that can be tailored to the needs of the hosting community. There is little interest in having a top down economic development workshop based on programs that are not suited to the reality of this region.

The EDAC would like to support a process that brings the different organizations and partners to the table in a meaningful manner to build community consensus. We would like to see the local communities on the same page and build a deeper understanding of how we can all work together.

The CEDO suggested that this feedback be taken back to our regional representative with MJTST to gauge whether the economic development building blocks workshop can be facilitated in a more

tailored manner. The CEDO will investigate the viability of bringing in representatives from Electoral Area A and B to ensure that the region as a whole is captured in this process.

(c) Love Central Coast BC Sub-committee

Keith Hamilton suggested that he would like to see more “what’s in it for me” and depth from the Love initiative and mentioned some programs that exist in other areas of the country (such as local bucks and membership point cards) as potential areas the Love initiative can expand into.

The CEDO is looking for support and assistance for the launch event in September and feedback on how we can ensure that the local businesses participate fully in the program. Lori Campbell was suggested as a person to connect with about receiving support and ideas for the launch event.

The CEDO appreciated all the input and will have some additional marketing money associated with the Love program come in annually and suggested that some of the programs brought forward by Keith Hamilton and from the larger Community Economic Development sphere be pursued in future years to ensure this program carries true value for money.

7. Adjournment

EDAC meetings have been scheduled for Thursday, September 21 and Thursday, November 24 with e-mail decisions being made in-between when necessary.

EDAC 16-07-07 M/S Hamilton/Hallam that the meeting of the Economic Development Advisory Committee be adjourned at 8:59 p.m.

CARRIED



CENTRAL COAST REGIONAL DISTRICT

DATE: September 1, 2016

TO: Darla Blake, CAO

FROM: Tanis Shedden, CEDO

SUBJECT: Community Economic Development Report

RECOMMENDATION

THAT the Community Economic Development Report dated September 1, 2016 be received.

THAT the CCRD creates a contribution agreement with Bella Coola Valley Tourism for a total of \$3000 to assist the organization achieve their priorities as outlined in their 2016/2017 Destination BC Co-operative Marketing Partnership Program grant application.

CONTRIBUTION AGREEMENTS

BACKGROUND

16-02-18 M/S Directors McCullagh/Hall that CCRD Administration pursue partnership/contribution agreements with local organizations, societies, and/or groups as a means to facilitate the Economic Development Services function of the CCRD.

CARRIED

Organizations looking for grant writing assistance or minor matching funds through the contribution agreements this upcoming year should be encouraged to contact the Community Economic Development Officer so that they can be taken before the EDAC for consideration in the 2017 planning/budgeting process.

At the July 22, 2016 EDAC meeting the following contributions agreements were discussed.

Feasibility study – high speed internet (Central Coast Chamber of Commerce)

The CEDO has facilitated a discussion between Central Coast Chamber of Commerce President Ana Santos and Heiltsuk Economic Development Corporation with regards to pursuing connection for Denny Island through Waglisla Cablevision.

| |
|-----------------------------------------------------------------|
| <p>Board Meeting</p> <p>SEP 08 2016</p> <p>CCRD ITEM (e)(i)</p> |
|-----------------------------------------------------------------|

A connection has also been made with Network BC to better understand the work they are doing with internet connectivity in BC's remote communities.

Funding support for the Bella Coola Trails Alliance "Mountain Bike Master Trail Plan"

This has been deemed unnecessary as the contract will be 100% funded and administered by the Province.

Bella Coola Valley Tourism Destination Marketing support

The recommendation from EDAC is that a contribution agreement be created to ensure that BCVT is able to successfully carry through the organizations objectives as outlined in the Destination BC Co-operative Marketing Partnership Program Application.

BUDGET/FINANCIAL IMPLICATIONS

| | |
|---------------------------------------|-----|
| Within current approved budget: | Yes |
| Requires further budget consideration | No |

DISCUSSION

The discussion at the EDAC table surrounding the Contribution Agreement with Bella Coola Valley Tourism suggested that the agreement be viewed as an interim measure for the administration of existing priorities. The successful completion of the initiatives outlined in the Destination BC Co-op Marketing Program will assist BCVT develop capacity for the successful implementation of future initiatives.

CONCLUSION

It is recommended that the Board of Directors endorses the Economic Development Advisory Committee recommendation to create a contribution agreement with Bella Coola Valley Tourism.

ECONOMIC DEVELOPMENT BUILDING BLOCKS WORKSHOP

BACKGROUND

At the July 22 EDAC supported hosting an economic development workshop that would bring local communities together to build a deeper understanding of how to work together and create the foundation for the development of strategic economic development initiatives.

The Ministry of Jobs, Tourism, and Skills Training and Community Futures has been working with the CEDO to bring together an economic development workshop. This is the next step in moving forward with a regional economic development strategy. It is anticipated that this process will help the CCRD find:

- regional common ground
- set priorities that determine a scope of mandate
- clearly define roles in the community and of the local government
- breakdown what underlies larger strategic economic development initiatives

The workshop is designed to build understanding around what foundation is required to see sustainable economic development in a region.

BUDGET/FINANCIAL IMPLICATIONS

| | |
|---------------------------------------|-----|
| Within current approved budget: | Yes |
| Requires further budget consideration | No |

DISCUSSION

This session date is currently being determined. Invitations for the event will be circulated early September. Additional travel arrangements will be made for those who are able to attend from Electoral Area A and B.

This process will build on past community meetings and information that has been collected over the past year.

DESTINATION DEVELOPMENT

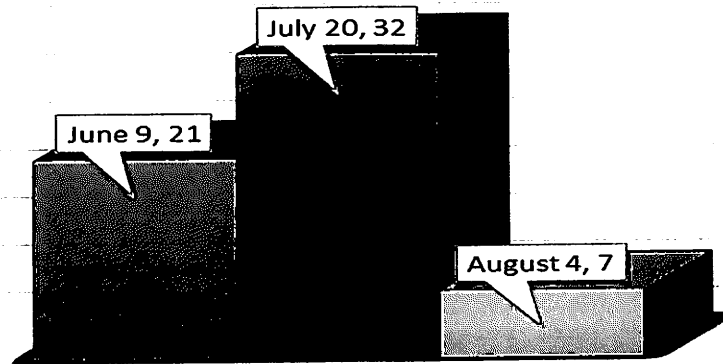
September 21 – 8:30 am to 4:00 pm Destination BC and the Cariboo Chilcotin Coast Tourism Association will be hosting a Destination Development meeting at the Nuxalk Band Office. The objective is to facilitate the creation of a 10-year destination development strategic plans.

Anyone interested in attending the session is encouraged to RSVP for the session. Additional invitations can be circulated by request.

RECORDING OF BOARD MEETINGS

Since June of 2016 the Central Coast Regional District has been posting audio recordings of regularly scheduled board meetings to its website. The CCRD is able to track the number of plays an individual track gets on the Central Coast Regional District SoundCloud account.

SoundCloud Activity



To better determine who is using the recordings an in-house best practice has been decided on for administration and elected officials to ensure that their regular activities do not interfere with the accurate measurement of the community use of the board meeting recordings.

An e-mail will be sent to all staff, directors, and alternate directors with a link to the recording. Administration is requesting that only the distributed link be used to listen to the recording by staff, directors, and alternate directors.

MOUNTAIN BIKE DEVELOPMENT

Recreation Sites and Trails has awarded a contract to Thomas Schoen for Mountain Bike Trail planning.

A list of names is being produced to ensure that Thomas Schoen is connecting with the broadest community group possible. If anyone would like to engage in the process please contact the CEDO and she will forward your information to the appropriate parties.

LOVE CENTRAL COAST BC

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LOVE

CENTRAL COAST BC

LAUNCH PARTY

SEE HOO THERE!

LOVECENTRALCOASTBC.COM

FOOD, FREEBIES & PRIZES

SUNDAY SEPTEMBER 11/16

NOON - 5PM LOBELCO FAIR GROUNDS

BELLA COOLA VALLEY FALL FAIR

Respectfully Submitted

Tanis Shedden
 Community Economic Development Officer



CENTRAL COAST REGIONAL DISTRICT

TO: Darla Blake, Chief Administrative Officer
FROM: Cheryl Waugh, Transportation and Land Use Coordinator
DATE: September 1, 2016
SUBJECT: Land Use Planning Report

Recommendation:

- 1. That the Land Use Planning Report dated September 1, 2016 be received.

| | Zoning | Subdivision | Maps & Plans | Other Related* (specify) | Land Referrals & Updates |
|-------------------------------|---------------|--------------------|-------------------------|---------------------------------|-------------------------------------|
| Number of Enquiries | 11 | 2 | 8 | 5 | 8 |
| Method of Inquiry | | | | | |
| Email/I-Net | 3 | | 2 | 5 | 6 |
| Phone | 2 | | 3 | | |
| In-Person | 6 | 2 | 3 | | |
| Hard Copy | | | | | 2 |
| Number of Applications | 0 | 0 | | | |

Zoning

-A rezoning applicant met with me to review procedures and possible outcomes prior to the July 20th, 2016 meeting of the board of directors. I also met with the applicant after the board meeting to discuss the recommended zoning variation and processes going forward.

-Responded to email request for specific report copies related to a current and past rezoning application.

| |
|--------------------------|
| Board Meeting |
| SEP 08 2016 |
| CCRD ITEM <u>C(5)(1)</u> |

- Appraiser confirming zoning for a Highway 20 property in Hagensborg.
- Another appraiser confirming zoning for a different Hwy 20 property.
- Local realtor confirming that zoning on an acreage includes three separate zones.
- A local property owner attended the office to offer comment on the rezoning application currently before the board for Bylaw No. 465.
- Two affected property owners attended the office to review documents related to the August 31st Public Hearing for Bylaw No. 465. *See separate report for Public Hearing Minutes/Summary.*
- A representative for one referral agency delivered the response for proposed rezoning Bylaw No. 466 and to discuss opportunity to comment again once their board meets in September.
- Rezoning applicant asked for an update on the status of the application and was assured it would be presented at the September 8th board meeting.

See separate report from Landworks Consultants Inc. for proposed Bylaw No. 466, amending Bella Coola Zoning Bylaw No. 71.

Subdivision

- An individual attended the office with questions about subdividing a property being considered for purchase.
- A local property owner enquired about subdivision possibilities for their acreage. Zoning and minimum lot sizes were also investigated and reference made to the MoTI website for subdivision procedures.

Maps & Plans

- Credit Union verifying a Noosgulch Forest Service Road address.
- Governance Study consultant requested OCP and zoning key maps, including Calvert Island.
- Representative from the Integrated Cadastral Information Society (ICI Society) is finalizing CCRD civic address information in preparation for inserting the data into their geocoder in order for it to be searchable within their spatial mapping system.
- The ICI Society is collecting local government mains information and asked if we had anything available. Our Public Works Manager confirmed we are currently in the process of having the data for our water system in the townsite put into a shape file format that will be compatible with GIS. This should be available in another month and can be shared with the ICI Society.

-An individual attended the office to view mapping for private/crown land near Anne Creek and McCall Flats. They were also referred to the Ministry of Forests Lands and Natural Resource Operations local office.

-A property owner attended the office to confirm zoning and permitted uses and was given a copy of a related plan to assist with locating boundary points.

-A representative from BC Assessment attended the office for clarification on the location of some airport lease lots.

-An enquiry for mapping of Ocean Falls with property owner and assessment roll number information attached. Referred to Ocean Falls Improvement District or provincial mapping resources.

Other Related*

-I attended webinar with BC Assessment for introduction to new monthly land sales reports.

-Received and distributed Landcor land sales reports for June & July.

-Townsite property owner enquired about purchasing a lot across the highway from theirs and asked for owner information. We did not release this information.

-Representative from Canada Revenue Agency was completing appraisal reports for five fee simple properties and three associated and contiguous Lands Branch foreshore lease properties and needed to know if building permits had been taken out in last ten years. The response explained that the CCRD does not provide a permitting function.

Land Referrals/Updates

-Bella Bella Asset Holdings Ltd., Spiller Channel, application for heli-logging. Responded to as *interests unaffected*.

-Bella Coola Heli-Sports modification agreement for the addition of a fuel cache.

-Ministry of Forests Lands and Natural Resource Operations notification of three cancelled leases at Namu due to outstanding rent and interest.

-Western Forest Products, Tate Lagoon/Spiller Channel, licence issued for 5 years log handling, heli-drop, etc.

-Hearthstone Investments, Rivers Inlet, licence cancelled and Shotbolt Bay, licence expired.

-Lonnie Ross Kaechele, between Atnarko River and McClinchy Creek, 30 year licence issued for fly-in fishing, hiking and skiing.

-Ocean Falls Improvement District, 30 year licence issued for recycling area, garbage incineration and ash storage.

Cheryl Waugh

Transportation and Land Use Coordinator