



**To:** Courtney Kirk, CAO  
**CC:** Board of Directors, CCRD  
**From:** Evangeline Hanuse, Land Use Planning & Community Development  
 Coordinator  
**Meeting Date:** April 15, 2021  
**Subject:** Amended Grant in Aid Allocations for 2021

**Board Meeting**  
 APR 15 2021  
 CCRD ITEM A (K)

**Recommendation:**

***THAT the Board of Directors of the Central Coast Regional District resolve that Grant in Aid funds be distributed as follows:***

Applicant	Request	Pro-rated to total request	Approved
SHED Society – Bella Coola Legal Advocacy Program	5,000	2,853	
Bella Coola Valley Tourism	2,500	1,427	
Bella Coola Community Support Society – Equine Program	3,500	1,997	
Bella Coola Valley Sustainable Agricultural Society	3,300	1,883	
Lobelco Community Club	1,000	570	
Bella Coola Valley Arts Council	500	285	
Bella Coola Valley Ridge Riders	2,500	1,426	
Denny Island Community Development Association	9,000	5,135	
Bella Coola Valley Festival of Arts	300	171	
Discovery Coast Music Festival Society	5,000	2,853	
	<b>32,600</b>	<b>18,600</b>	<b>18,600</b>

In terms of tax levy contributions, the following is a breakdown by electoral area. These numbers have been updated using the newly converted assessments. This may assist in determining the grant allocation:

Electoral Area	Tax levy contribution to GIA	% of GIA Allocation Tax Levy
Area A	7,219	38.8
Area B	171	0.9
Area C	6,317	34.0
Area D	3,563	19.1
Area E	1,330	7.2
<b>Total</b>	<b>18,600</b>	<b>100.0</b>

**Issue/Background Summary:**

A callout was sent on social media, on CCRD's website, and to Outer Coast contacts to advertise this year's Grant in Aid. A total of 11 applications were received from various community organizations, totalling \$34,600. The CCRD had budgeted \$18,760 for the 2021 allocations.

A report was generated and submitted to the board at the meeting held on March 11, 2021. It was determined to table this item to the April board meeting.

Attached is a Summary Schedule of all applications. Individual applications are available to Directors upon request. It has been modified from the original report to the board on March 11<sup>th</sup> to include an expanded description of the proposed use of funds.

Pursuant to policy and as a reminder of applicant eligibility the following criteria must be kept in mind to be considered:

1. Have a mailing address and contact representative within the Central Coast Regional District;
2. Be non-partisan, non-denominational and not for profit OR at the approval of the CCRD Board be a well-established community group;
3. Provide a service to the residents within the Regional District; and
4. Have additional funding sources other than the CCRD (i.e. other grants, donations, membership revenue, corporate donations etc.).

As noted above, as per Policy F-17 Application for Grant in Aid, applicants must be not for profit or at the approval of the CCRD Board be a well-established community group. As such, one applicant applied as a singular volunteer while seeking support from a community group. This means the application is not in compliance, but has been included for the Board's deliberation and consideration.

**Policy/Bylaw:**

Policy F-17 – Application for Grant in Aid

S.263(1)(c) provides that corporate powers of regional districts includes the provision of assistance for the purpose of benefitting the community or any aspect of the community. The Regional District will not provide assistance in contravention of s. 263(1)(c) of the *Local Government Act*.

**Financial/Budgetary Implications:**

The *Local Government Act* s. 374(9) provides a maximum levy of \$0.10 per \$1,000 of assessment for granting assistance to community groups. The Regional District has committed to \$18,760 spending for the 2021 Grant in Aid year in the budget adopted March 25, 2021.

**Time Requirements – Staff and Elected Officials:**

Advertising and posting, acceptance and review of applications, grant applicants as to compliance, letters of success, payout and annual reporting, in addition to board request for decision.

**Options for Consideration:**

1. Approve the grant in aid pro-rated recommendation as presented.
2. Do not approve the grant in aid resolution.
3. Other, at the Board's discretion.
4. Allocate the funds in any manner that expends \$18,760 or less, in total.

Submitted by: ehanuse  
Evangeline Hanuse, Land Use Planning & Community Development  
Coordinator

Reviewed by: Courtney Kirk  
Courtney Kirk, Chief Administrative Officer

CCRD Grant in Aid Applicants 2021					
Organization	Area Location	In compliance w/ policy?	Amount Requested	Recommended allocation	Description of Project
<b>SHED Society</b>	All Areas	Yes	\$ 5,000.00	\$ 2,853.00	"Making Waves" Project: Marine Delivery of Legal Services to the Central Coast. Includes 6-8 site visits to provide legal advocacy services using a 41' diesel boat for transport
<b>BCV Tourism</b>	Areas C, D, E	Yes	\$ 2,500.00	\$ 1,427.00	Bella Coola Valley wide cleanup of trash with inclusion of all residents. Expenditures are for labour, trucking, supplies, advertising, refreshments and sundries.
<b>BCCSS - Equine</b>	Areas C, D, E	Yes	\$ 3,500.00	\$ 1,997.00	Engage youth ages 9-16 in equine-based activities in a summer day camp format. Expendures include wages for contractors in youth counselling, transportation, facility rental, elders honorarium, snacks etc.
<b>BCVSAS</b>	Areas C, D, E	Yes	\$ 3,300.00	\$ 1,883.00	Seeking wages to support 2021 Community Harvest gleaning program
<b>Lobelco Hall</b>	Areas C, D, E	Yes	\$ 1,000.00	\$ 570.00	Assistance with general operations (as COVID has reduced reatnl income)
<b>BCV Arts Council</b>	Areas C, D, E	Yes	\$ 500.00	\$ 285.00	Assistance with general operations
<b>BCV Festival of Arts</b>	Areas C, D, E	Yes	\$ 300.00	\$ 171.00	Support local artists and performers in a festival format
<b>DICDA</b>	Area A	Yes	\$ 9,000.00	\$ 5,135.00	Complete work on the Community Garden to make it functional
<b>BCV Ridge Riders</b>	Areas C, D, E	Yes	\$ 2,500.00	\$ 1,426.00	Improvements and replacements to rodeo grounds and facilities. In particular what is needed is lumber, concrete and labour for the bleacher addition. Also mitigation funds needed for vet travel to the valley.
<b>Discovery Coast Music Fest Society</b>	All Areas	Yes	\$ 5,000.00	\$ 2,853.00	Develop "live streaming" platforms for 2021 Music Festival with Nuxalk Radio and CCCS
<b>GRAND TOTAL</b>			<b>\$ 32,600.00</b>	<b>\$ 18,600.00</b>	

<b>Coleen Fraser</b>	Areas C, D, E	No	\$ 2,000.00	0	AED Coordinator will inventory AEDs in the Valley, make recommendations as to the upgrading and expansion of the system and provide education regarding location and use of AEDs.
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CENTRAL COAST REGIONAL DISTRICT  
POLICIES

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F-17 – Application for Grant-in-Aid

**Purpose:** To enable the Board to allocate budgeted Grant-in-Aid funds in a consistent and fair manner by ensuring comparable consideration is given to all applications.

**Eligibility:** Organizations must meet the following criteria in order to be considered for a Grant-in-Aid:

1. Have a mailing address and contact representative within the Central Coast Regional District;
2. Be non-partisan, non-denominational and not for profit OR at the approval of the CCRD Board be a well-established community group;
3. Provide a service to the residents within the Regional District; and
4. Have additional funding sources other than the CCRD (i.e. other grants, donations, membership revenue, corporate donations, etc.).

Applications may be for operational or capital expenses, and recurring or one-time events.

The total value of disbursement is at the discretion of the Board of Directors but may not exceed the maximum of \$0.10 per thousand dollars of assessed property values (approximately \$15,000). The amount of individual disbursement is determined based on eligibility and the total number of applications received.

**Application Process and Timeline:**

*December:* Call for applications

*February 1 OR first business day in February:* Applications due

*February:* Eligible and complete applications presented to CCRD Board at February Regular Meeting for consideration and final decision

*After March 31:* Applicants advised in writing of whether or not their proposal is approved for funding

*August:* Funds disbursed to successful applicants

*December 31 OR last business day in December:* Deadline for funding report

Incomplete or late applications will not be considered. Please use the checklist to ensure you are submitting all the required information. If you require funds to be disbursed sooner than August, please include a note in your application.

Once the final decision is made by the Board of Directors, the CAO or designate will administer disbursements.

Reports for successful applicants should follow the Appendix C – Report on Grant-in-Aid Funding template. The CCRD reserves the right to request that unspent funds be returned. Failure to report on time without prior written consent from the CCRD may result in revocation of funds and/or ineligibility for future funding.

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CENTRAL COAST REGIONAL DISTRICT  
POLICIES

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F-17- Application for Grant-In-Aid... cont

**DISCLAIMER:**

The Regional District will not provide assistance in contravention of s. 236(1)(c) of the *Local Government Act*. Furthermore, the Regional District does not intend to replace the financial responsibilities of senior levels of government, other governments or government agencies and affiliates, or to replace primary funding opportunities such as grants offered by senior levels of government.

Please submit applications to:

Administrative Assistant  
Central Coast Regional District  
PO Box 186  
626 Cliff Street  
Bella Coola, BC V0T 1C0

info@ccrd.ca

Date: December 11, 2014 - Resolution 14-12-43  
Amended: November 13, 2015 – Resolution 15-11-28  
Amended: November 10, 2016 – Resolution 16-11-20  
Amended: December 12, 2019

March 21, 2021

**Heiltsuk Horizon Maritime Services Ltd.**  
226 Wabalisa Street  
Bella Bella, BC V0T 2Z0

**Central Coast Regional District**  
PO Box 186  
Bella Coola, BC V0T 1C0  
Attention: Chairman Samuel Schooner

Dear Mr. Schooner

We wish to acknowledge and thank you for your letter dated February 12, 2021. The Heiltsuk Horizon Maritime Services Ltd. (HHMS) sincerely appreciate the interests that the Central Coast Regional District (CCRD) have expressed for the residents of Denny Island and our new business venture.

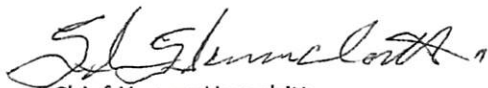
The purchase of specific assets from Shearwater Marine Group has two distinct pieces;

- 1) The asset piece which is expected to close on March 31, 2021, and
- 2) The second piece, which involves the Denny Island property for which the timing is still a little unclear. Having said that, we would be pleased to work with the CCRD to ensure that in some manner, residents of Denny Island have reasonable access to and from the water.

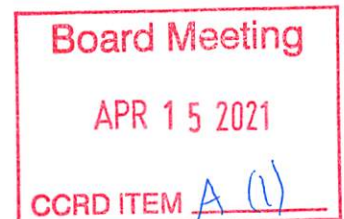
We are pleased to know we have the CCRD's support for funding to keep the Central Coaster operating in these difficult times. There are some discussions underway and we may reach out to you on this matter.

I trust this to be satisfactory to all concerned

Kinds Regards,



Chief Harvey Humchitt  
On behalf of Board Of Directors  
Heiltsuk Horizon Maritime Services Ltd.





**CCRD SERVICE REPORT**

**To:** Courtney Kirk, CAO

**From:** Ken McIlwain, Operations Manager

**Meeting Date:** April 15, 2021

**Subject:** BELLA COOLA PARKS AND RECREATION SERVICE UPDATE

Board Meeting  
APR 15 2021  
CCRD ITEM A (m)

**Recommendation:**

*THAT the Board of Directors of the Central Coast Regional District receives the Bella Coola Parks and Recreation Service Report dated April 15, 2021.*

**Service Background:**

The CCRD is responsible for provision of the Bella Coola Recreation Service with electoral areas C, D and E participating. Originally established in 1974 as a function of the Regional District, the function was converted to a service of the regional District in December of 2000 through CCRD Bylaw 328, cited as “Bella Coola Recreation Service Establishment Bylaw No. 328”.

The service is managed by the CCRD Operations Department with oversight from the CCRD CAO and Board of Directors. Two volunteers currently oversee delivery of recreation programming and assist with facility maintenance and planning.

Facilities managed under this service include Walker Island Park, Snootli Creek Park, Nusatsum Park and Snootli Ice Rink. The facilities offer the following amenities:

- Walker Island Park has a fenced softball field with viewing bleachers, soccer field, playground area, concession building with washrooms, covered BBQ pit area and outhouse toilet facilities.
- Snootli Creek Park has a network of walking trails featuring the “Big Cedars”, a beaver pond/wetland, and an outhouse toilet.
- Nustatsum Park features a small playground area.
- Snootli Creek Ice Rink has a full-sized outdoor ice rink with a warming hut.



Current recreation programming offered by the regional district includes a slow pitch softball league and a volleyball league.

2021 projected revenue sources (unaudited) for the Bella Coola Recreation Service are:

- Tax Levy - \$32,329
- Provincial Basic Grant - \$3,589
- User Fees and Charges - \$3,275
- Carry Forward Surplus from 2020 - \$25,966.00
- COVID-19 Safe Restart Grant - \$5000
- Investing in Canada Infrastructure Program - Rural and Northern Communities Program - \$902,655
- Rural Dividend Program Grant - \$16,979

In the adopted 2021 budget, there is a \$5197 increase to the tax levy for the Parks and Recreation Service.

**Quarterly [or Bi-Annual or Annual] Highlights:**

- In order to facilitate enhanced sanitation through the COVID-19 Pandemic, Walker Island Park's concession washrooms were open daily from May 2020 through October 2020. Washrooms and playground equipment were cleaned and sanitized daily. Washrooms will be open daily again in 2021. CCRD has received a COVID-19 Restart Grant, a portion of which has been allocated to this service to help fund the cleaning at Walker Island Park.
- Signage is posted at playgrounds outlining the COVID-19 safety expectations for park users. This is in the process of being changed out with new improved signage, as the previous signage sustained a lot of damage over winter.
- All parks, trails and playground areas received heavy use through the summer of 2020. This is expected to be the case in 2021 as well.
- Snootli Ice Rink was opened in early February and the public enjoyed about a week of great skating weather. The warming hut was closed to the public because it could not be operated in a safe manner during the pandemic. Local schools made good use of the ice rink as well.
- Due to competing priorities and pandemic related challenges, restrictions and uncertainty, the playground renewal projects at Walker Island and Nusatsum Park were not progressed in 2020. These projects are included in the 2021 work plan for the Operations Department. Based on contractor availability, it is hoped that construction can begin this fall and be completed in the spring of 2022.
- Capital works planned for 2021 include an upgrade to the ballpark fencing, skirting and railings on the concession building.

- Planned maintenance activities for 2021 include repairs to the ice rink asphalt surface and repairs to the Beaver Pond access road.

**Grant Funded Projects Administered Under the Service:**

1. Currently, a small portion of the Rural Dividend Airport Tourism and Capacity Enhancement Project is being administered under the Parks and Recreation Service. The portion involved pertains to the project management of trail enhancement and kiosk construction in Snootli Creek Park. Over the past 2 years, the trail network in Snootli Creek Park has been enhanced under this Rural Dividend funded project. Plans are underway for a pedestrian bridge and further trail work.
2. CCRD has been awarded \$902,655 in grant funding through Investing in Canada Infrastructure Program - Rural and Northern Communities Program for the Great Bear Playgrounds Initiative. The grant will fund the construction of new playgrounds at Walker Island Park and Nustasum Park. Initial concept design work was completed as part of the grant application process. Next steps include refining the concept designs and undertaking public engagement. We hope to begin construction in the fall of 2021 and finish in the spring of 2022.

**Feasibility Studies Authorized Under the Service:**

N/A

**Board Priorities - Service Specific Progress of CCRD Strategic Plan 2019 – 2022:**

Strategic Plan:

Service Area	Key Project(s)
Bella Coola Valley Parks and Recreation (Areas C, D, E)	Great Bear Playgrounds Initiative

- The updated CCRD Strategic Plan identifies the Great Bear Playgrounds initiative as an ongoing strategic project.

**Financial/Budgetary:**

Total Service Budget (Including Grants):

Total 2021 Budgeted Revenues: \$989,793 (Includes a carry forward surplus from 2020 of \$25,966)

Percent total expenditures to April 8, 2021: 2.3% (\$23,104 – note does not include contribution to asset replacement fund)

**Budget without grant revenues or expenditures:**

Subtotal 2021 Revenues: \$70,159 (\$39,193 in 2021 revenues plus a carry forward surplus from 2020 of \$25,966 and a COVID Restart Grant of \$5000)

Percent total expenditures to April 8, 2021: 32.9 % (\$23,104 – note: does not include contribution to asset replacement fund)

**Apportioned Administration Reflecting Time Requirements – Staff and Elected Officials:**

Apportioning administrative (operational) costs to each service the CCRD operates is a requirement under the *Local Government Act* s. 379(1). The CCRD calculates apportioned administration using a two pronged formula that considers:

- an estimate of staff time dedicated to a particular service (estimated from an average of approximate time spent the preceding year and time contemplated for the upcoming year); as well as
- an allocation of the combined total costs of Board governance, yearly audit and financial services, insurance and core administrative overhead (i.e. office space and supplies).

The total apportioned administration costs determined for CCRD's Bella Coola Parks and Recreation Service was calculated to be \$20,000 for 2021 and incorporated as such into the CCRD Five Year Financial Plan 2021-2025.

Respectfully Submitted by: \_\_\_\_\_

Ken McIlwain, RPF  
Operations Manager

Reviewed by: \_\_\_\_\_

  
Courtney Kirk, Chief Administrative Officer

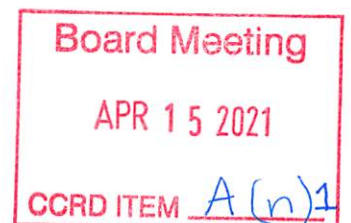
## Centennial Pool Commission

## Minutes

15 March 2021

Present (via Zoom): N. Koroluk, K. McIlwain, C. Kirk, C. Nygaard, J. Cole, K Landsdowne

1. Correspondence – Recommendation that CAO address letter from constituent.
2. Commission supports CAO recommendations to increase the involvement of CCRD staff with the operational level of Centennial Pool.
3. Hiring committee will include 2 commissioners and 1 CCRD employee.



## Centennial Pool Commission

## Minutes

22 February 2021

Present (via Zoom): N. Koroluk, C. Nygaard, C. Hoppe, C. Kirk, J. Cole

1. Pool Start-Up – Advertising

The ads for pool employees will be in the same format as last year, and will be organized by CCRD staff. Employment start date will be beginning of May, with the facility opening as soon as possible after that.

2. Training

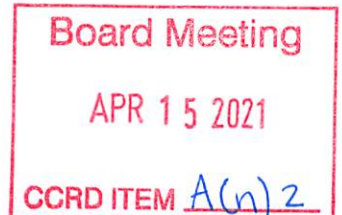
Training will be undertaken as soon as staff are hired. Some sessions may be attended by Commission members.

3. Funding Updates

Funding issues were discussed. Allocations will be made according to long-term planning documents.

4. Renovation Update

COVID-19 issues continue to influence construction strategy but staff are confident that appropriate resolutions will be in place.



***Denny Island Recreation Commission***  
***is seeking volunteer commissioners for 2021***

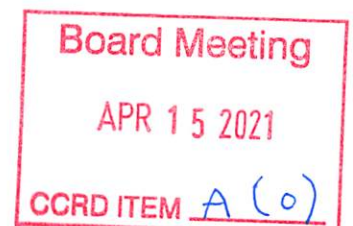
***DIRC is...***

- Made up of at least 5 volunteers from Denny Island
  - Part of the Central Coast Regional District
- Funded through property taxes and both federal and provincial grants
  - All meetings are public
  - All community members are ENCOURAGED to participate, organize, volunteer and/or submit ideas for DIRC events, recreation equipment and facilities
- All community members are welcome to request funding for public social and recreational activities

If you would like to volunteer to be on the commission,  
please give your name and address to

Dan @ 250-957-7274

[dbertrand@ccrd-bc.ca](mailto:dbertrand@ccrd-bc.ca)



# PROJECT UPDATE



Date: April 8, 2021  
 To: Ken McIlwain  
 From: Jacob Scissons  
 Subject: **DENNY ISLAND COMMUNITY WATER SYSTEM  
 PROJECT UPDATE – MARCH 2021**

The following is a summary of key dates, recently completed activities, and next steps for the Denny Island Community Water System project.

## KEY DATES

- The Vancouver Coastal Health (VCH) *Water Supply System Construction Permit* for the CCRD water distribution system has been issued and is valid to a revised date of February 12, 2023.
- The Ministry of Transportation and Infrastructure (MOTI) *Permit to Construct, Use, and Maintain Works Within the Right-of-Way of a Provincial Public Highway* has been issued, which reflects the revised pipe cover of 0.9 metres and is valid until a revised date of December 31, 2021.
- The Ministry of Forests, Lands, Natural Resource Operations, and Rural Development (MFLNRORD) has issued the CCRD's *Conditional Water Licence*, a condition of which is that the infrastructure work be completed and water beneficially used by December 31, 2023.

## RECENT WORK COMPLETED

- The reservoir supply and distribution piping contract (being completed by Steve Emery Contracting) is underway. The photos below show some of the recent work.

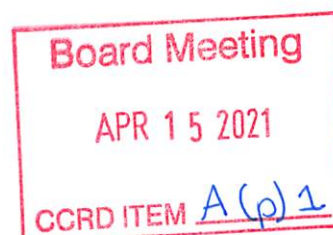


New Hydrant on Airport Road



Swab Launch Assembly at Reservoir

- School District #49 has awarded the water treatment plant contract to AWC Water Solutions and work is underway to design and construct the facility.



## PROJECT UPDATE

Date: April 8, 2021  
 File: 3383.0005.02  
 Subject: DENNY ISLAND COMMUNITY WATER SYSTEM  
 Page: 2 of 2

- BC Hydro is not supportive of a new overhead electrical service from Airport Road and the team has been advised to proceed with a new underground electrical service from the Shearwater Elementary School to the new water treatment plant.
- Specifications to complete the treatment plant site works, underground piping, and commissioning of the groundwater well are being prepared.

## NEXT STEPS

- The Fisheries and Oceans Canada *Request for Review* and Ministry of Forests, Lands, Natural Resource Operations, and Rural Development *Water Sustainability Act Section 11 Notification* applications for proposed culvert / creek crossings will be advanced.
- The CCRD and School District #49 will draft an agreement in support of the Vancouver Coastal Health *Operating Permit*.
- The watermain alignment will be refined targeting the optimal position within the road right-of-way, which will be partially informed by the trenching observations during the School District #49 works.
- The water service connection locations to each lot in the service area will be reviewed to ensure that each property is serviced by a fronting watermain. Further the position for the water meter box relative to the property line will be reviewed as will the protocols for how / when physical connection to the home is authorized.
- Hydrant positions will be reviewed, targeting an approximate spacing of 150 metres with adjustments based on ensuring sufficient access to hydrants and maximizing fire protection benefits.
- The procurement approach and phasing for construction of the CCRD water distribution system will be reviewed.
- The construction schedule may be impacted by the ongoing pandemic situation. The project team continues to advance tasks that can be completed safely and remotely.

Sincerely,

**URBAN SYSTEMS LTD.**



Jacob Scissons, P.Eng.  
 Project Manager

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# PROJECT UPDATE



Date: April 8, 2021  
 To: Ken McIlwain  
 From: Jacob Scissons  
 Subject: **HAGENSBORG WATER SYSTEM UPGRADES  
 PROJECT UPDATE – MARCH 2021**

The following is a summary of key dates, recently completed activities, and next steps for the Hagensborg Water System Upgrade project.

## KEY DATES

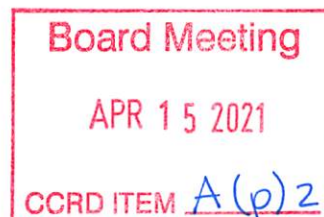
- The Order in Council was executed on December 14, 2020 to complete the conversion process of transferring the ownership and operation of the Hagensborg Community Water System from the Hagensborg Waterworks Improvement District to the CCRD.

## RECENT WORK COMPLETED

- The CCRD has been working to update and consolidate various bylaws associated with the water service.
- Population projections, water demands, and other key design criteria are being developed for the water service area including a detailed review of the various residential, commercial, and institutional customers.
- The evaluation of groundwater vs surface water supply options is underway.
- Environmental permit applications for the proposed watermain crossings of local creeks have been submitted for regulatory agency review and comment.
- The approach for proposed watermain replacement work within the highway right-of-way is being reviewed by the Ministry of Transportation and Infrastructure (MOTI).
- Consultation with Nuxalk Nation is underway to identify archaeological review and protocol steps.
- The team is exploring public engagement options that can be completed within applicable safety protocols. Information is being prepared to provide a comprehensive overview of water source characteristics, treatment / disinfection requirements, the extent of phase 1 vs phase 2 works, and similar.

## NEXT STEPS

- The topographic survey and geotechnical fieldwork will be completed.
- The segments of watermain requiring replacement will be identified along with confirmation of pipe sizes to convey the required flows and maintain adequate pressures.
- The design package will be submitted to Vancouver Coastal Health (VCH) for review, comment, and approval.



## PROJECT UPDATE

Date: April 8, 2021  
File: 3383.0007.01  
Subject: HAGENSBORG WATER SYSTEM UPGRADES  
Page: 2 of 2



- The procurement approach will be developed, including consideration of a single construction contract vs separate contracts for the linear (watermain) and facility (water treatment plant) works.

Sincerely,  
**URBAN SYSTEMS LTD.**

A handwritten signature in black ink, appearing to read "Jacob Scissons".

Jacob Scissons, P.Eng.  
Project Manager

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**CCRD SERVICE REPORT**

**To:** Courtney Kirk, CAO  
**From:** Ken McIlwain, Operations Manager  
**Meeting Date:** April 15, 2021  
**Subject:** BELLA COOLA FIRE PROTECTION SERVICE UPDATE

Board Meeting  
APR 15 2021  
CCRD ITEM A(9)

**Recommendation:**

*THAT the Board of Directors of the Central Coast Regional District receives the Bella Coola Fire Protection Service Report dated April 15, 2021.*

**Service Background:**

The CCRD is responsible for provision a fire suppression service to a portion of Electoral Area E (service area). The service was established March 31, 1992 through CCRD Bylaw 175, cited as "Bella Coola Fire Suppression Service Establishment Bylaw No. 175". This service is delivered through the operation of the Bella Coola Volunteer Fire Department (BCVFD).

The service is managed by the CCRD Operations Department with oversight from the CCRD CAO and Board of Directors. Responsibility for day-to-day operational oversight of the BCVFD lies with the Fire Chief of the Fire Department, or in his/her absence, the Deputy Chief. The Fire Chief is supported by a Training Officer. These positions are currently filled by volunteers.

CCRD Bylaw No. 290 establishes a Mutual Aid Fire Fighting Assistance Agreement between the BCVFD, the Nuxalk Volunteer Fire Department, Hagensborg Volunteer Fire Department and Nusatsum Volunteer Fire Department. The purpose of the Mutual aid agreement is to facilitate and establish protocol for departments to assist one another when required.

Infrastructure managed under this service includes a fire hall located on the Bella Coola Townsite. The fire hall houses a pumper truck and tanker/support truck as well as a variety

of fire equipment. The rear of the fire hall contains a training/meeting area for volunteer fire fighters.

2021 projected revenue sources (unaudited) for the Bella Coola Fire Protection Service are:

- Tax Levy - \$34,385
- Fire Tolls - \$3,475
- Grants in lieu of taxes - \$4,372
- Carry Forward Surplus - \$27,974

In the adopted 2021 budget, there is no increase in the tax levy.

**Quarterly [or Bi-Annual or Annual] Highlights:**

- An annual inspection has been completed on Engine 41 (1990 Sparten Gladiator Pumper Truck), which is the principal response fire apparatus for BCFVD. The inspection was completed by Northern Fire Apparatus Inc. on April 1, 2021. All the critical components on the truck are identified as being in good working order.

The pumper truck is a 1990 Sparten Gladiator, purchased approximately 6 years ago from the City of Parksville for approximately \$35,000. It had reached its 25-year lifespan as a first line truck and the Parksville Fire Dept. had replaced it with a new truck. By all accounts, it has been an excellent truck for the BCFVD.

The service technician from Northern Fire Apparatus Inc. makes the following comments in his inspection service report:

“Replacement of Engine 41 is highly recommended. This unit has been in service for approximately 31 years and has passed its life expectancy as a first line unit by over 6 years. It may appear to be in good order, however NFPA guidelines state that after 25 years the apparatus must be assigned to secondary status. After 25 years of age components such as seals, hoses and other flexible components become hard and brittle often leading to on scene failure caused by overheating, and are generally catastrophic in nature. Electrical systems and connections become unreliable and incandescent lighting draws a high amount of amperage also leading to failures. Parts availability – valve kits are now obsolete and are no longer being produced. Northern Fire Apparatus cannot be held liable for on scene failure.”

While it is true that the apparatus no longer meets NFPA guidelines for a first line unit, there is no legal requirement to have a first line unit in the fire hall. The department is demonstrating due diligence by having these detailed annual inspections completed and any required repairs are completed expeditiously.

A new fire truck, of the same style and capacity as Engine 41, costs approximately \$1,000,000. A more basic truck with a more standardized chassis can be obtained for \$400,000 - \$500,000.

BCVFD, and many other small fire departments with limited financial resources often choose to purchase a quality used fire truck that has reached its 25-year lifespan as a first line truck with another department. Alternatively, used trucks that are less than 25 years old are available. Recently, Hagensborg Fire Department was able to purchase a 2003 pumper truck for \$150,000 and it serves as a first line truck.

Pending further discussions with the BCVFD membership, it is recommended that the feasibility of replacing Engine 41 be examined. If a preferred option and time frame can be identified over the coming months, there is the opportunity to include it for consideration in the strategic and financial planning process later in the year.

- There have been six call-outs since October 2020. Two of the call-outs were for structure fires. Both were mutual aid calls. Other call-outs included a suspected gas leak, a malfunctioning furnace and a chimney fire.
- The fire department has recruited no new volunteers over the last 6 months. Two members have left the valley.
- Staff and fire department personnel continue to move forward in developing a training plan to help demonstrate and ensure firefighters have achieved the competencies specified for the Exterior Operations **Service Level** as described in the British Columbia Fire Service Minimum Training Standards - Structure Firefighters Competency and Training Playbook, 2<sup>nd</sup> Edition May 2015.
- BCVFD members has completed further work on their fitness room in the rear of the firehall. Light fixtures have been upgraded to LED. The fitness room is receiving lots of use by volunteer fire fighters.
- Air Brakes training for BCVFD members and FD volunteers from other local departments is scheduled for April 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup>.
- Capital projects scheduled for 2021 include installation of an electric door opener, refinishing of the concrete floor in the fire hall and upgrading of the electrical panel and associated electrical works.
- Fire Department personnel received notice that the Nuxalk Fire Department took possession of their new fire truck in March, 2021.

**Grant Funded Projects Administered Under the Service:**

There are currently no grant funded projects under this service.

**Feasibility Studies Authorized Under the Service:**

N/A

**Board Priorities - Service Specific Progress of CCRD Strategic Plan 2019 – 2022:**

**Strategic Plan:**

- The updated CCRD Strategic Plan prioritizes acknowledgement of our fire department volunteers.
- The updated CCRD Strategic Plan identifies the conversion of the Hagensborg Water District which includes the Hagensborg Volunteer Fire Department Service. As of January 1, 2021, Hagensborg Fire Protection is now a service of the CCRD. Staff have been working collaboratively with the Fire Chief for the Hagenborg Fire Department to align departmental practices with CCRD policy and procedures around tasks such as purchasing and procurement and record keeping.

**Financial/Budgetary:**

**Total Service Budget (Including Grants):**

Total 2021 Budgeted Revenues: \$70,206 (\$42,232 in 2021 revenues plus a carry forward surplus from 2020 of \$27,974)

Percent total expenditures to April 8, 2021: 38%

**Budget without grant revenues or expenditures:**

Subtotal 2021 Revenues: \$70,206 (\$42,232 in 2021 revenues plus a carry forward surplus from 2020 of \$27,974)

Percent total expenditures to April 8, 2021: 38 %


**Apportioned Administration Reflecting Time Requirements – Staff and Elected Officials:**

Apportioning administrative (operational) costs to each service the CCRD operates is a requirement under the *Local Government Act* s. 379(1). The CCRD calculates apportioned administration using a two pronged formula that considers:

- an estimate of staff time dedicated to a particular service (estimated from an average of approximate time spent the preceding year and time contemplated for the upcoming year); as well as
- an allocation of the combined total costs of Board governance, yearly audit and financial services, insurance and core administrative overhead (i.e. office space and supplies).

The total apportioned administration costs determined for CCRD's Bella Coola Fire Protection Service was calculated to be \$12,000 for 2021 and incorporated as such into the CCRD Five Year Financial Plan 2021-2025.

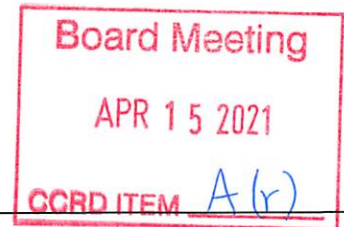
Respectfully Submitted by: \_\_\_\_\_  
Ken McIlwain, RPF

Reviewed by:   
Courtney Kirk, Chief Administrative Officer



## REPORT TO THE BOARD

**To:** Courtney Kirk, CAO  
**From:** Alison Sayers, *Sayers Consulting*  
**Meeting Date:** April 15<sup>th</sup>, 2021  
**Subject:** Regional Access to Primary and Emergency Care



### Recommendation:

*THAT the Board of Directors of the Central Coast Regional District receives the report.*

### Background:

The CCRD Board of Directors wishes for CCRD staff to continue administrative efforts with staff at BC Ministry of Transportation (in particular BC Transit) and BC Ministry of Health, to establish a multi-stakeholder table to assess and progress efforts to improve access to primary and emergency medical care for the entire Central Coast region.

### Update:

Separate meetings were held with Ministry of Health Executive Director Derek Rains, and BC Transit Government Relations Manager (Northern Region) Lindsay Taylor and her colleague Aaron Thompson. In both meetings, discussion focused on forming a collaborative table, under the leadership of the Ministry of Health, to further explore:


1. Feasibility of a bus service from Bella Coola to Williams Lake in order to improve access to primary care, in particular for elders and pregnant women, along with their family members
2. Continued regional needs with regards to accessing emergency care
3. Linked seabus service from the Outer Coast to Bella Coola for access to Williams Lake

### Timeline:

Conversations with both Mr. Rains and Ms. Taylor, and other provincial staff as appropriate, will continue in order to advance the formation of a multistakeholder table. Reception so far has been very positive. However, Ms. Taylor cautioned that actioning an effort as complex and multijurisdictional as a bus service from Bella Coola to Williams Lake, which involves initial discussions, feasibility studies, interagency coordination, and



ultimately driver and vehicle procurement, will likely take several years. This is mentioned only to assist CCRD Directors in managing their expectations for what is likely to occur during their current term. Assuming the bus service is provincially supported and moves forward, the service itself would not be in place until the next local government election cycle, or even beyond.

Respectfully Submitted by:   
Alison Sayers, MA

# PROJECT UPDATE



Date: April 8, 2021  
 To: Ken McIlwain  
 cc: Heather MacKnee  
 From: Jacob Scissons  
 Subject: **BELLA COOLA VALLEY FLOOD RISK ASSESSMENT AND MODELLING  
 PROJECT UPDATE – MARCH 2021**

The following is a summary of key dates, recently completed activities, and next steps for the Bella Coola Valley Flood Risk Assessment and Modelling project.

## KEY DATES

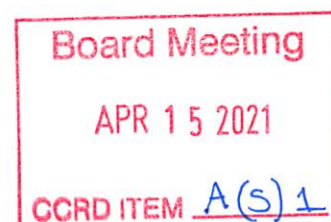
- The Completion Date for the EMBC Disaster Mitigation Unit Grant is September 30, 2021. An extension request has been placed due to the delays associated with the pandemic and also to ensure the project team has sufficient time to conduct thorough and comprehensive public / agency consultation.

## RECENT WORK COMPLETED

- The scope of work for the topographic survey (to supplement the LiDAR data) has been confirmed and will focus on surveying channel cross sections at bridge structures. Part of this work also involves reviewing available record drawings of key bridges.
- The approach for the natural hazards assessment has been refined with phase 1 work focusing on a review of slope stability risks in existing / future development areas throughout the Valley.
- The analysis approach has been confirmed including the specific flood mapping and return periods that will be developed.

## NEXT STEPS

- Bridge structure record drawings will be obtained from the Ministry of Transportation and Infrastructure (MOTI).
- A work program / quotation will be retained to conduct the topographic survey and channel cross sections.
- The natural hazards assessment framework will be completed, including a detailed scope of work / terms of reference to proceed with the work.
- The hydraulic analysis will be initiated by setting with the modelling software and gathering input data.
- The scope of work for the subsequent phases of work will be drafted.



## PROJECT UPDATE

Date: April 8, 2021  
File: 3383.0007.01  
Subject: BELLA COOLA VALLEY FLOOD RISK ASSESSMENT AND MODELLING  
Page: 2 of 2

Sincerely,  
**URBAN SYSTEMS LTD.**



Jacob Scissons, P.Eng.  
Project Manager

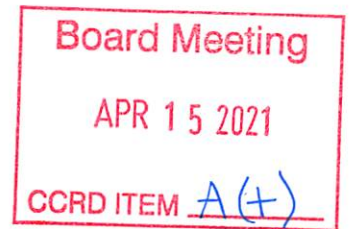
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March 26, 2021

Ref: 265926

Mayors and Regional District Chairs of British Columbia  
Attendees of February 2021 Regional Calls with Minister Josie Osborne and  
Minister Sheila Malcolmson



Dear Mayors and Chairs,

Thank you for taking the time to join Minister Josie Osborne and Minister Sheila Malcolmson for the February 2021 regional calls. As Minister Osborne and Minister Malcolmson said, these conversations continue to be a great opportunity to hear from you about the key issues and opportunities that you are working on in your communities.

The COVID-19 pandemic has affected every single person on the planet in one way or another, and after spending a year vigilant and on high-alert for a virus that is impacting people and dominating news cycles around the world, we are all exhausted. This burnout and sense of fatigue, often thought of as an impact reserved only for frontline workers, indeed affects us all. Our province in particular has been dealt the additional blow of enduring dual public health emergencies, with the overdose crisis also taking an extraordinary toll on BC residents.

It was timely, therefore, that the February calls were focused on mental health and addictions. There were a number of themes that came up during the calls including complex care housing and supports, online resources for mental health support, and safe supply and harm reduction services. This email answers some of your questions and details links and resources for a number of the topics raised.

### COVID-19 Update

The [state of emergency](#) is extended to March 30, 2021, allowing health and emergency management officials to continue to use extraordinary powers under the *Emergency Program Act*. On February 5th, Minister Dix and Dr. Henry announced that the [province-wide restrictions](#), put in place to significantly reduce COVID-19 transmission related to social interactions and travel, would continue until further notice based on direction from the

PHO. At the beginning of March, the PHO amended the [gathering and events order](#) so that up to **10 people** can gather **outdoors**.

**For example:**

- Up to 10 people can gather at a park or beach
- Up to 10 people can gather in the backyard of a residence

The PHO reminds us to not gather with several groups of new people, to stick to the same people, and to continue to use COVID-19 layers of protection and maintain physical distancing. All restrictions for indoor gatherings remain in place. **No indoor gatherings of any size are allowed.** Patios and outdoor areas at restaurants, pubs and bars are **not** included as places to gather with 10 people at one table.

**Immunization Roll Out**

Starting in April, front-line priority workers can receive their first dose of the AstraZeneca/SII COVISHIELD (AZ/SII) vaccine. All vaccine appointments will be organized by employers. Appointment information will be communicated clearly and directly to each sector and employer. Front-line priority workers should **not** call the local health authority.

Front-line priority workers identified by the COVID-19 Workplace Task Group and public health include first responders (police, firefighters, emergency transport), bylaw and quarantine officers, K to 12 educational staff, child care staff, grocery store workers, postal workers, manufacturing workers, wholesale/warehousing employees, staff living in congregate housing at places like ski hills, correctional facilities staff, cross-border transport staff, and sectors or settings prioritized due to outbreak response (currently happening).

Vaccine call centers for seniors are open. Seniors can book a vaccine appointment for themselves or their spouses when they are eligible to call. Seniors can also have a family member or friend call for them. Detailed information is available at <https://www2.gov.bc.ca/gov/content/covid-19/vaccine/seniors>.

The best source of COVID-19 vaccine information is the [BC Centre for Disease Control \(BCCDC\)](#).

**Online Resources for Mental Health Support**

(Foundry Programs for Youth, Senior Services)

The Ministry of Mental Health and Addictions expanded access to mental health supports in response to COVID-19, most of which are available on-line from anywhere in the province. This includes programs and supports specifically focused for children and youth, seniors, students and educators, and health care workers. Information and links to these mental health services can be found [here](#).

### Complex Care Housing and Supports

The Province recognizes the need for complex care housing models to meet the needs of a segment of the population that requires more health and social services than are currently provided through existing supportive housing offerings. The Minister of Mental Health and Addictions, per her mandate letter, is working across government and specifically with the Minister responsible for Housing to develop complex care housing. This work is underway and will involve local government, service providers and health partners as it progresses.

### Safe Supply, Harm Reduction and Wrap Around Services

People experiencing substance use challenges have been disproportionately impacted by the COVID-19 pandemic and border closures have interrupted supply chains, leading to an increasingly toxic illicit drug supply. We are committed to accelerating BC's response to the opioid crisis across the full continuum of care, including prevention, harm reduction, safe prescription medications, treatment, and recovery.

### Police Act Review

On December 9, 2020, the Legislative Assembly appointed the Special Committee on Reforming the Police Act to examine, inquire into, and make recommendations to the Legislative Assembly on: reforms related to the modernization and sustainability of policing under the [Police Act](#) (R.S.B.C. 1996, c. 367); the role of police with respect to complex social issues including mental health and wellness, addictions and harm reduction; the scope of systemic racism within BC's police agencies; and whether there are measures necessary to ensure a modernized *Police Act* is consistent with the United Nations Declaration on the Rights of Indigenous Peoples.

The Committee is accepting written, audio and video submissions as part of its public consultation. To make a submission, please visit the Committee's [consultation portal](#). The Guide to Submissions may assist you in preparing your submission. **The deadline for submissions is 5:00 p.m. on Friday, April 30.** Note that UBCM presented to the Special Committee on February 8, 2021; more information about UBCM's submission and presentation can be found [here](#).

### Situation Tables

During the calls, several communities highlighted the benefits of the creation of [situation tables](#) in their communities to address the needs of vulnerable people. The situation table concept comes out of the provincial office of crime reduction and gang outreach and the office has invested over \$1.1 million in funding since 2017 for tables across the province. Representatives from health, public safety and social services meet regularly to identify vulnerable people in the community and work to help them receive the services they need. Front-line workers can

rapidly connect with people in crisis, while freeing up police to focus on serious and organized criminal activity. Ten situation tables are currently operational in the province, and work is being done to bring 11 more online.

### **BC Parks – Camping Reservation Information**

BC Parks welcomes all British Columbians to another camping season in BC Parks. This year, British Columbians have priority access to [camping reservations](#) for the entire summer season. Reservations opened March 8 for arrival dates up to May 8 and can be booked up to two months in advance from there on. You can find out when you can book at each park at [bcparks.ca/operating dates/](#). Policy information for 2021 can be found at [bcparks.ca/covid-19/camping-2021](#). For out-of-province visitors, reservations start July 8, 2021 for the remainder of the season. BC Parks will be working with partners and stakeholders to ensure the season is a safe and successful one.

### **Strengthening Communities' Funding Services**

In February 2021, Minister Osborne announced the launch of the [Strengthening Communities' Funding Services](#) program. Local governments and Treaty First Nations may now apply for \$100 million in grants to address the impacts of homelessness, support people and strengthen communities' health and safety. The program will provide grants that support communities to meet emerging health and safety needs on the ground. This can include projects like expanding shelter capacity, fire services, neighbourhood liaison programs, and initiatives to connect people to health services, just to name a few examples.

This new program is application based and open to all local governments, including municipalities, regional districts, and the Islands Trust, as well as modern Treaty First Nations. Applicants must show their projects respond to a demonstrated need in the community and are a temporary-surge response to immediate needs. Evaluators will also be looking for demonstrated partnership and engagement with Indigenous partners and plans to include perspectives of people with lived experience. **UBCM is administering the program on behalf of the Province and will accept applications until April 16, 2021, with approvals expected in Spring 2021.**

### **Local Government Development Approvals Program**

The intent of the Local Government Development Approvals Program is to support the implementation of established best practices and to test innovative approaches to improve development approvals processes while meeting local government planning and policy objectives. The Ministry of Municipal Affairs has provided funding for this program and UBCM is administering the program on behalf of the Province. **Applications are currently accepted for**

this program and the application deadline is **May 7, 2021**. More information can be found [here](#).

### **Home Owner Grant Centralization**

Effective 2021 all home owner grant applications must be submitted directly to the BC provincial government through a secure online application. **Municipalities no longer need to and should not accept any applications.** As of February 16, 2021, homeowners can apply for their current year or their retroactive home owner grants online at [gov.bc.ca/homeownergrant](http://gov.bc.ca/homeownergrant). Homeowners can find information about this change at [gov.bc.ca/homeownergrant](http://gov.bc.ca/homeownergrant) or they can call toll free: 1-888-355-2700 to speak with an agent. **We encourage you to share this information with your residents.**

### **Connectivity – Internet Speed Study**

During the calls, communities have raised concerns that the federal data on broadband Internet speeds, which is used to determine eligibility for connectivity funding programs, may not accurately reflect the broadband Internet speeds experienced in homes, businesses, and other locations at the community level.

[Connected Communities](#) within the provincial Ministry of Citizens' Services, UBCM, and Northern Development Initiative Trust are responding collaboratively to these concerns with an independent study of differences between the broadband Internet speeds experienced in some BC communities, and the 50/10 Mbps speed identified on the federal government's National Broadband Internet Service Availability [Map](#). The study will produce factual information on Internet speeds in rural and remote communities, supporting analysis and informing dialogue between the Northern Development Initiative Trust, Indigenous and local governments, Internet service providers, the Province, and the federal government. Data gathering and analysis will occur over the spring and summer months, with reporting of study results expected in fall 2021.

A key first step in this process is to identify which communities in BC have noted inconsistencies between the 50/10 Mbps Internet speed that federal maps indicate should be available, versus actual Internet speeds currently experienced by residents and businesses in the area. Local governments with reports of Internet speeds lower than the 50/10 Mbps speeds shown on federal maps, are invited to self-identify by contacting [Reiko Tagami](#), Policy Analyst, UBCM to request to be included in the study.



Mayors and RD Chairs  
Page 6

### Transportation

The Province appreciates British Columbians living in rural and remote communities often have unique transportation challenges when accessing non-emergency health services. On March 9, 2021 the Province [announced one-time funding](#) of up to \$10.7 million for inter-city bus operators and up to \$16.5 million for regional airports to support operations between April 1, 2021 and March 31, 2022. The funding will help protect services people rely on to commute to important appointments safely and affordably – especially for those in rural and remote communities.

Please remember that your staff can reach out to Ministry of Municipal Affairs staff for assistance (see the [Local Government Division staff finder](#) for the appropriate staff person for your area) on specific issues such as grant applications or any other questions specific to your community.

The next regional calls will be at the beginning of April and ministry staff will be in contact with you regarding dates/times and format of these calls. We hope that you will find some time for yourself to regenerate and to connect with your families during the upcoming seasonal holidays – hopefully, the weather will allow a great number of outdoor activities.

Sincerely,



Tara Faganello  
Assistant Deputy Minister

pc: Chief Administrative Officers  
Gary Maclsaac, Executive Director, UBCM  
Nancy Taylor, Executive Director, LGMA  
Todd Pugh, Executive Director, CivicInfo

Courtney E. Kirk

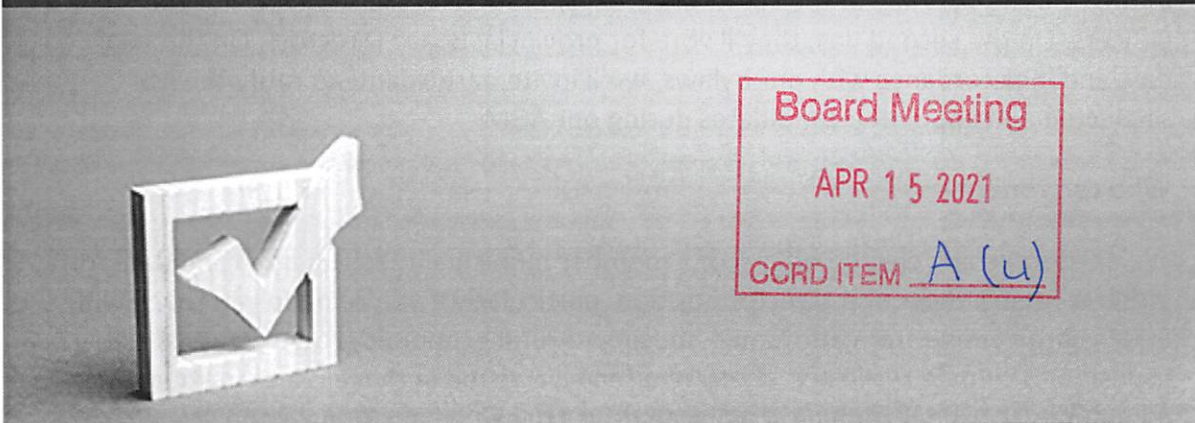
**From:** Elections Team <elections@fcm.ca>  
**Sent:** Monday, March 15, 2021 1:33 PM  
**To:** cao@ccrd-bc.ca  
**Subject:** FCM Board nominations are open

[View email in your browser](#)

**FCM** March 15, 2021



# COMMUNIQUÉ



## FCM Board nominations are open

Dear Courtney Kirk,

The nomination process is now open for those who wish to run for FCM's 2021-2022 Board of Directors. This member-elected body develops national policy priorities on behalf of cities and communities of all sizes, from coast to coast to coast.

This year, we're running an **online** FCM Board of Directors election during our Annual Conference and Trade Show, which runs from June 1-4, 2021.

As always, we will work to deliver a transparent and secure process for our nearly 12,000 elected officials in member communities across the country. We want you to make your voice heard!

**The nomination process**

Are you interested in making local priorities heard at a national level? Put yourself forward as a candidate for a Director position, or even as a Table Officer. Visit [our website](#) to find more information about the commitment these positions require, the nomination and consent forms, as well as a sample resolution (which you'll need from your member municipality or Provincial/Territorial Municipal Association).

- [Table Officers' deadline for nomination forms](#): May 14
- [Directors' deadline for consent forms](#): Coming soon

Our updated [Elections Procedures](#) are also available online, and you can email [elections@fcm.ca](mailto:elections@fcm.ca) with any questions.

### The voting process

As a representative from an FCM member municipality, [you're automatically registered to vote in FCM's Board of Director elections when you register for our Annual Conference](#). It's a straightforward way to attend the conference you love *and* participate in FCM's democratic process.

This year's elections will have condensed voting windows and simplified, **online-only voting**. On the first day of the conference, registered delegates will vote for the Table Officers. On the second day, they'll vote for provincial Board Directors. On the final day, and in accordance with our bylaws, we'll invite participants to ratify the list of elected and appointed candidates during our AGM.

### Who can run?

We encourage any elected official of a member municipality to run as a candidate for either a Table Officer or a Director position, particularly if you're deeply in touch with FCM's core issues—from affordable housing to rural economic growth, from social inclusion to climate resilience. If you're already invested in those issues in your own community, consider running so you can drive change on a national scale. We all benefit from a strong FCM Board that helps communities across Canada thrive.

We'll be in touch soon with more details about the election and the Annual Conference.

Until then, stay safe and healthy.

—The FCM Elections Team



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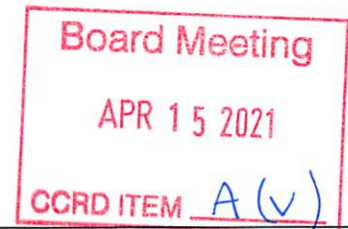


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## CCRD REPORT TO THE BOARD

**To:** CCRD Board Chair Samuel Schooner  
**From:** CAO Courtney Kirk  
**Meeting Date:** April 15<sup>th</sup>, 2021  
**Subject:** FCM ELECTIONS



### Recommendation:

*THAT the Board of Directors of the Central Coast Regional District receives the report.*

### Background:

The Federation of Canadian Municipalities (FCM) holds annual elections for the FCM Board of Directors at their Annual Conference and Trade Show, and the election winners are ratified at the AGM. **This year's Conference and AGM is virtual, and is being held May 31<sup>st</sup>-June 4<sup>th</sup>. The early bird registration deadline is April 23<sup>rd</sup>, and FCM bylaw No. 1 requires that anyone running for a Board position must attend.**

FCM's Board of Directors sets the priorities and advances the direction of FCM in the service of its members. It sets policy priorities that reflect the concerns of local governments and affiliate members, and meets quarterly to develop policy positions of key national local government issues. Board members also promote FCM priorities in their local communities, and with their federal counterparts on Parliament Hill during annual Advocacy Days. The Board has 74 members, with elected representatives from coast to coast.

This report contains details of the FCM Board nomination and election process, as well as other important information for CCRD Directors who may be interested in running for a seat on the Board. **It is especially important to note that travel expenses for FCM Board members (with the exception of the FCM President) to participate in meetings are borne by their local government, not FCM.**

CCRD Board members are encouraged to explore the FCM website for further detailed information, and contact members of the FCM Board's BC Caucus to discuss their experience. A list of current Board members can be found here:

<https://fcm.ca/en/about-fcm/board-directors/governance/our-board-directors>

## FCM Nomination and Elections Process

As members of FCM, CCRD Board members are eligible to run as either a Table Officer or a Director. Attached to this report is FCM's *Elections Procedure Policy*. The most important details to note from this policy are:

Page 4: Composition of FCM's Board of Directors (Elected Board positions)

Pages 4-5: Eligibility to Seek Election

Pages 5-6: Elections Calendar

Pages 6-7: Campaign Guidelines

Please also note that the Table Officer positions are elected on a rotating basis, according to region/province/territory as indicated in the table below, which seems to indicate that elected officials from BC will not be considered for a Table Officer position this year, as the BC Table Officer position for 2021-22 is the Past President:

- 4.05 **Rotation of Officers.** The nomination and election of officers as provided for in Sections 4.03 and 4.04 shall be done so that officers are elected in the rotational manner described in the chart contained below. Column number 1 shows the last numeral of two calendar years in each of which an Annual General Meeting is to be held. Each of the columns numbered 2 to 6 names the Region from which the officer named in that column is to be elected at the applicable Annual General Meeting determined in accordance with column number 1.

1 Year ending in	2	3	4	5	6
	President	First Vice- President	Second Vice- President	Third Vice- President	Immediate Past President or Vice- President at Large
1 or 6	Ontario	Prairies and Territories (P&T)	Quebec	Atlantic	British Columbia (BC)
2 or 7	P&T	Quebec	Atlantic	BC	Ontario
3 or 8	Quebec	Atlantic	BC	Ontario	P&T
4 or 9	Atlantic	BC	Ontario	P&T	Quebec
5 or 0	BC	Ontario	P&T	Quebec	Atlantic

## Important Deadlines and Financial/Budgetary Considerations

### **Key voting milestones**

#### **Table Officers election, June 1 and 2**

Vote online to elect FCM's President as well as the First, Second and Third Vice-Presidents.

#### **Director elections, June 2**

Vote online to elect the Directors who represent your province on the Board. Note that the Territories and New Brunswick do not participate in the Director elections. Their provincial and territorial associations (PTAs) appoint representatives whose names are put forward for ratification at the AGM.

#### **Annual General Meeting, June 4**

Accredited delegates are invited to ratify the election winners and appointees. The results are made available live.

**Directors' Consent Forms are due May 21st.** This form must be submitted online (see screenshot below) by the nominee, along with a **resolution from the CCRD Board supporting the nomination and confirming that CCRD is prepared to incur any costs related to attending FCM Board of Directors meetings. Please note that this is different from costs associated with participating as a Board member in AVICC or UBCM meetings, which are borne by AVICC and UBCM.**

HOME > ABOUT FCM > BOARD OF DIRECTORS > FCM'S VIRTUAL ELECTIONS AND AGM > RUN CANDIDATE > BOARD DIRECTORS ELECTION CONSENT FORM

## Board of Directors Election Consent Form

- Confidential to the FCM Chief Elections Officer & Elections Committee

I, the undersigned, do hereby consent to have my name submitted for consideration as a member of the Board of Directors of the Federation of Canadian Municipalities

Yes

- I am an elected municipal official holding office with an FCM Municipal Member in good standing

Yes


- I will be a registered voting delegate at the FCM Annual Conference, to be held virtually from June 1st to June 4th, 2021.

Yes

- I am attaching a copy of a resolution from my municipal council, or Provincial or Territorial Municipal Association (for PTA representatives), authorizing me to stand for election as a representative on FCM's Board of Directors and confirming that my municipal council, or supporting Association, is prepared to incur any cost related to my attending meetings of FCM's Board of Directors

Yes

Upload your resolution



Choose a file  
File limit 10MB

- I have read and agree to abide by the FCM [Code of Ethical Conduct and Harassment Policy](#)

Yes

NAME

TITLE

E-MAIL

MUNICIPALITY

PROVINCE/TERRITORY

Phone Number

 -  - 

SIGNATURE

By checking on this box you provide consent for your nomination to be brought forward.

The FCM Board meets for 3-5 days, three times per year, with some committee meetings in between. Meetings are held throughout the country, change every time, and are not posted in advance in their entirety for a given year. Therefore, it is difficult to estimate how much meeting attendance will cost for any given year. This is further complicated by the uncertainty of the COVID-19 pandemic. The first meeting of the FCM Board for 2021 is scheduled for September 14-17<sup>th</sup>, in Brandon, MB, which is the only Board meeting date posted on the FCM website, as of the date of this report. Roundtrip airfare on WestJet from Vancouver is \$712.

UBCM administers the *UBCM-FCM Small Communities Travel Fund* (see screenshot below) to support elected member participation in FCM Board meetings. BC local governments pay into the fund through voluntary contribution every year along with their FCM member dues, however **it is a required contribution in order to use the fund**. In other words, only local governments who contribute can use it. It will be important to determine whether or not CCRD has been contributing to this fund, or would like to contribute to it for 2021.

## UBCM-FCM Small Communities Travel Fund

### Purpose of the Fund

The UBCM-FCM Small Communities Travel Fund ("Fund") provides financial support to local government elected officials from British Columbia attending Federation of Canadian Municipalities (FCM) Board and Standing Committee meetings. Originally established in 1989, the Fund has recently been reviewed and the following changes are effective September 1, 2017:

- Reduction in the voluntary annual dues fee from \$0.0175 to \$0.01 per capita;
- Inclusion of additional eligible expenses; and
- Changes to eligibility criteria.

### Fund Contributions

FCM collects voluntary annual dues from BC local governments to support the Fund. Collected funds are turned over to UBCM, where the Fund is administered.

### Eligible Recipients

To be eligible for reimbursement of travel expenses recipients must be:

- A local government elected official;
- From a community with a population of 55,000 or less;
- From a community that contributes to the Fund; and
- Elected to FCM's Board OR appointed to an FCM Standing Committee.

### Eligible Expenses

The Fund covers the following expenses related to attending FCM Board and Standing Committee meetings:

- Airfare (included associated luggage fees)
- Hotel accommodation
- Mileage, parking and ground transportation

### Ineligible Expenses

The Fund does not reimburse expenses incurred for food, per diems, etc. nor does the Fund cover any costs associated with attending the FCM's Annual Conference or ad hoc Committees. These ineligible expenses are the responsibility of the individual elected official or their local government.

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**Other Important Documents to Review When Considering Nomination for the FCM Board**

FCM Harassment Policy:

[https://data.fcm.ca/Documents/corporate-resources/HARASSMENT\\_Policy\\_EN.pdf](https://data.fcm.ca/Documents/corporate-resources/HARASSMENT_Policy_EN.pdf)

FCM Code of Ethical Conduct:

[https://data.fcm.ca/Documents/corporate-resources/Code\\_of\\_Ethical\\_Conduct\\_EN.pdf](https://data.fcm.ca/Documents/corporate-resources/Code_of_Ethical_Conduct_EN.pdf)

FCM Bylaw No. 1:

<https://data.fcm.ca/Documents/corporate-resources/Board-Elections/FCM-bylaw.pdf>

3.07 **Election of Directors.** Each person seeking to be elected as a Director at the Annual General Meeting shall:

- (a) be an Elected Municipal Official,
- (b) have the approval of their Municipal Member, and
- (c) be present at the meeting where he or she is to be elected, except where there is evidence, which is found satisfactory by the Chair of the meeting, that the absent person has consented and remains willing to serve as a Director.

Respectfully Submitted by: \_\_\_\_\_  
[name of author]

## 1. AVICC Virtual AGM and Convention May 28, 2021

Registration is now open for AVICC's virtual AGM and Convention on Friday, May 28<sup>th</sup>, and the link to register is at: <https://www.civicinfo.bc.ca/event/2021/AVICC>

The registration fee has been reduced for 2021 to \$99 for members registering by April 30<sup>th</sup>. Please use the email address of the delegate who will be attending as log in and voting credentials will be specific to the email used for registration.

The program for the Convention is being fine-tuned, and will be available before the early-bird registration cut-off on April 30<sup>th</sup>.

AVICC has received a large volume of resolutions this year. There were 46 resolutions received by the March 26<sup>th</sup> deadline. This compares to 39 resolutions received by the deadline in 2020, 48 resolutions in 2019, and 38 resolutions in 2018.

The Executive will be meeting as the Resolutions Committee on April 16<sup>th</sup> to review the resolutions and to endorse recommendations and comments for each. The Executive will then finalize the process to be followed in order to receive direction from the membership on the resolutions.

Normally there are three resolutions sessions held during the three-day AGM and Convention. In a one-day virtual meeting the same process will not be possible. Late resolutions and off-the-floor resolutions cannot be accommodated in the 2021 resolutions, and should be submitted directly to UBCM by their June 30<sup>th</sup> deadline.

## 2. Nomination Report for 2021/2022 Executive

AVICC's current President, 1<sup>st</sup> Vice President and Electoral Area Representative will be re-elected by acclamation at the AGM.

- President – Ian Morrison, Director, Cowichan Valley Regional District
- 1<sup>st</sup> Vice President – Penny Cote, Director, Alberni-Clayoquot Regional District
- Electoral Area Representative – Vanessa Craig, Director, Regional District of Nanaimo

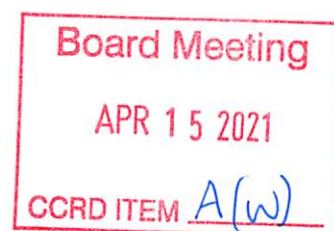
There will be an election for the 2<sup>nd</sup> Vice President position, and for the three available Director at Large positions.

### 2<sup>nd</sup> Vice President (1 to be elected):

- Hazel Braithwaite, Councillor, District of Oak Bay (incumbent)
- Ben Geselbracht, Councillor, City of Nanaimo

### Directors at Large (3 to be elected):

- Janet Dorward, Councillor, District of Port Hardy
- Colleen Evans, Councillor, City of Campbell River (incumbent)
- Sarah Fowler, Councillor, Village of Tahsis



- Mark Gisborne, Director, qathet Regional District (incumbent)
- Travis Hall, Director, Central Coast Regional District (incumbent)

Voting will be open to elected officials who are registered delegates for the 2021 AVICC AGM and Convention, and delegates will be assigned specific voting credentials as part of their convention registration. This is consistent with AVICC and UBCM usual procedure where registered delegates are eligible to vote.

Candidate biographies, links to candidate speeches, and voting credentials will be sent out prior to the AGM and Convention. The results of the elections will be announced on May 28<sup>th</sup>.

### **3. 2021 Member Dues**

The AVICC Executive recognizes the financial impacts on our members of the COVID-19 pandemic, and has voted not to increase the rates for member dues in 2021. Invoices for 2021 member dues will be mailed out next week.

### **4. UBCM Excellence Awards – Upcoming Deadline May 14th**

The deadline to apply for UBCM's 2021 Community Excellence Awards is coming up on May 14<sup>th</sup>. The awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC. Applicants are encouraged to include any COVID-19 pandemic response actions and/or activities in their applications.

The program guide with the award categories and the application form are available on the UBCM website at [2021 Community Excellence Awards](#).

Please contact [avicc@ubcm.ca](mailto:avicc@ubcm.ca) with any questions.



**To:** Board of Directors, CCRD

**From:** Courtney Kirk, CAO/CFO

**Meeting Date:** April 15, 2021

**Subject:** Authorization for attending director remuneration and expenses at virtual AVICC 2021

Board Meeting  
APR 15 2021  
CCRD ITEM A(x)

**Recommendation:**

*THAT the Board of Directors of the Central Coast Regional District authorizes attending CCRD directors at the virtual AVICC 2021 to be held on May 28, 2021 be remunerated at the daily convention remuneration rate (of \$250 daily) or prorated to each hour of attendance for those directors who do not attend the full day;*

*AND THAT each attending Director's registration is authorized to be paid for by CCRD.*

**Issue/Background Summary:**

The Board of Directors have authorized the submission of two resolutions to be considered by the Association of Vancouver Island and Coastal Communities during their annual AGM to be held virtually on May 28, 2021. Endorsement of the resolutions at AVICC is necessary for advancement of the resolutions to be considered during UBCM 2021.

Further CCRD Area B Director Travis Hall has been nominated for the 'director at large' election, also to be held during the one day May 28, 2021 virtual convention.

**Policy, Bylaw or Legislation:**

The CCRD board remuneration bylaw permits board authorized remuneration for directors attending board authorized CCRD related conventions, as well as associated reasonable expenses.

**Business Continuity (H,M,L)**

As the AVICC convention will be held by virtual means, there is no perceptible adverse action as ascribed in the CCRD COVID-19 Business Continuity and Services Restoration Plan.

**Financial/Budgetary Implications:**

## Expenses:

The registration expense for each attending director will be \$99 if registered by April 30, 2021.

$$\$99 \times 5 = \$495$$

## Remuneration:

The maximum daily remuneration for each attending director will be \$250 as the convention will only be held over a single day.

$$\$250 \times 5 = \$1250$$

The total cost of projected expenses and remuneration for all 5 directors to attend AVICC 2021 would be  $\$495 + \$1250 = \mathbf{\$1745}$

AVICC expenses and remuneration was contemplated in the CCRD 2021-2025 5-Year Financial Plan.

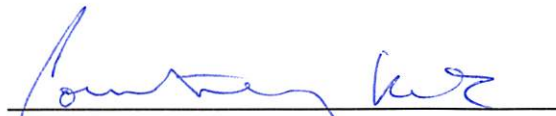
**Time Requirements – Staff and Elected Officials:**

The bulk of the preparatory work was completed by Administration and the Board in the preparation of the draft resolutions for submission to AVICC which were authorized by the Board and submitted to the AVICC convention officials. Attending directors would be required to dedicate a day to attend the convention. The CAO plans to attend to assist and support the Chair and Board.

**Options to Consider:**

1. As recommended
2. Do not authorize expenses and remuneration
3. Authorize a different amount of expenses and remuneration within the limitations of the CCRD board remuneration bylaw.

Submitted by:

  
\_\_\_\_\_  
Courtney Kirk, CAO/CFO

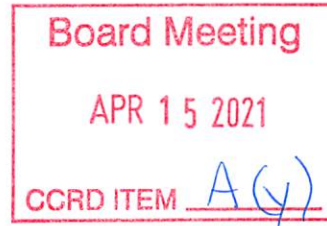


To: Board of Directors, CCRD

From: Courtney Kirk, CAO/CFO

Meeting Date: April 15, 2021

Subject: Authorization for Chair remuneration for attendance at the 2021 virtual Chair's and CAO's Forum



**Recommendation:**

*THAT the Board of Directors of the Central Coast Regional District authorizes Chair remuneration at \$125 for each half day attended at the 2021 virtual Regional District Chair's and CAO's Forum;*

*AND THAT the Chair's registration is authorized to be paid for by CCRD.*

**Issue/Background Summary:**

Each year a Regional District Chair's and CAO's Forum is held in conjunction with the Municipal Finance Authority AGM. This year, due to the COVID-19 pandemic, the Forum will be held by virtual means and is scheduled to take place each morning of April 13 and 14, 2021.

The Regional District Chair's and CAO's Forum is a valuable exchange of information and network building between local governments. This year, the CCRD has been invited to present on the substance of CCRD's landfill conformance costs AVICC resolution.

**Policy, Bylaw or Legislation:**

The CCRD board remuneration bylaw permits board authorized remuneration for directors attending board authorized CCRD related conventions, as well as associated reasonable expenses.

**Business Continuity (H,M,L)**

As the Regional District Chair's and CAO's Forum will be held by virtual means, there is no perceptible adverse action as ascribed in the CCRD COVID-19 Business Continuity and Services Restoration Plan.

**Financial/Budgetary Implications:**

Expenses:

The registration expense for the Chair is \$25.00.

Remuneration:

The maximum daily remuneration for the Chair should he attend the full event will be \$250 as the forum will be held over two mornings, or the equivalent of one day.

The total cost of projected expenses and remuneration for the Chair's attendance is \$250 + \$25 = **\$275**

Regional District Chair's and CAO's Forum expenses and remuneration were contemplated in the CCRD 2021-2025 5-Year Financial Plan.


**Time Requirements – Staff and Elected Officials:**

Additional time will be required by the Chair to prepare to for the forum as CCRD will provide a brief (10 minute) presentation. The Forum itself will take one day between the two scheduled mornings.

The CAO plans to attend the forum and has completed the bulk of the preparatory work for the presentation at the Forum.

**Options to Consider:**

1. As recommended
2. Do not authorize expenses and remuneration
3. Authorize a different amount of expenses and remuneration within the limitations of the CCRD board remuneration bylaw.

Submitted by:   
Courtney Kirk, CAO/CFO

**2021 Regional District Chair/ CAO Forum Agenda**  
**April 13 and 14**  
**8:30 – Noon each day**

<b>April 13, 2021</b>		
<b>Time</b>	<b>Item</b>	<b>Presenter</b>
8:30-9:00am	<b>Opening Ceremonies</b>  <b>First Nations Greeting</b>  <b>UBCM Welcome</b>	<b>Grace McGregor</b> UBCM Executive, Electoral Area Representative Director, RD Kootenay Boundary  <b>Khelsilem</b> Spokesperson & Councillor, Squamish Nation  <b>Brian Frenkel</b> UBCM President
9:00-9:15am	<b>First Nation Engagement</b> <ul style="list-style-type: none"> <li>BC Declaration of the Rights of Indigenous Peoples Act</li> </ul>	<b>Dianna Porter</b> Senior Analyst in Relations Governance and Structure Branch, MUNI
9:15-9:50am	<b>Reconciliation Initiatives and Indigenous Participation</b>	<b>Jess Morrison</b> Strategic Engagement Officer, Fraser Valley Regional District  <b>Kristen Morley</b> General Manager and Corporate Officer, Capital Regional District
9:50 to 10:15am	<b>Ministry of Municipal Affairs Updates</b> <ul style="list-style-type: none"> <li>Regional District Legislative update</li> <li>Pandemics and RDs Ministry perspective</li> </ul>	<b>Tara Faganello</b> Assistant Deputy Minister Ministry of Municipal Affairs
<b>10:15 to 10:30 Break</b>		
<b>Time</b>	<b>Item</b>	<b>Presenter</b>
10:30-11:15am	<b>Legal Update</b> <ul style="list-style-type: none"> <li>Public engagement</li> <li>Procedural fairness</li> <li>Controlling inappropriate behavior</li> </ul>	<b>Sukhbir Manhas</b> Young Anderson
11:15 – 11:25am	<b>Municipal Finance Authority Address</b>	<b>Malcolm Brodie</b> Chair, Municipal Finance Authority
11:25 am - 12:00pm	<b>Where are we and how are we doing</b> <ul style="list-style-type: none"> <li>Three minutes for each RD to celebrate what we learned/experienced over the last year</li> </ul>	<ol style="list-style-type: none"> <li><b>Capital RD</b>; Economic Impact 2021 Capital Plan</li> <li><b>Fraser Valley RD</b>; Strategic Planning in a Pandemic</li> <li><b>Fraser Fort George RD</b>; 2020 Successes</li> <li><b>Nanaimo RD</b>; Governance Challenges</li> <li><b>Squamish-Lillooet RD</b>; Parks and Trails</li> <li><b>Sunshine Coast RD</b>; Budget</li> <li><b>Thompson Nicola RD</b>, Experiences over the last year</li> </ol>

<b>April 14, 2021</b>		
<b>Time</b>	<b>Item</b>	<b>Presenter</b>
8:30 to 9:00am	<b>Where are we and how are we doing</b> <ul style="list-style-type: none"> <li>Three minutes for each RD to celebrate what we learned/experienced over the last year</li> </ul>	<ol style="list-style-type: none"> <li><b>Comox Valley RD</b>; Rethink Comox Valley</li> <li><b>Okanagan Similkameen RD</b>; Regulated Landfills</li> <li><b>East Kootenay RD</b>; Shared Opportunities for Greenhouse Gas Reduction</li> <li><b>Bulkley Nechako RD</b>; First Nation</li> </ol>



		<p>Collaboration and Opportunities</p> <p>5. <b>Central Coast RD</b>; Inclusive Governance</p> <p>6. <b>Alberni Clayoquot RD</b>; Inclusive Governance</p> <p>7. <b>Kootenay Boundary RD</b>; Curb-side organics program expansion &amp; Fleet conversion to EVs</p> <p>8. <b>Central Okanagan RD</b>; Floodplain Management as it relates to Climate Change</p>
9:00 to 9:30am	<p><b>Conflict Resolution</b></p> <ul style="list-style-type: none"> <li>Conflict Resolutions Skills and the Regional District experience</li> </ul>	<p><b>Jamie Chicanot</b> ADR Education (Partner)</p>
9:30 to 10:15am	<p><b>EMBC Update</b></p> <ul style="list-style-type: none"> <li>Support for local EOC's during a pandemic</li> <li>Financial guidelines and a lack of support</li> <li>Changes to the ACT, ESS services</li> </ul>	<p><b>Ryan Wainwright</b> Sr. Regional Manager, VI Region EMBC</p>
<b>10:15 to 10:30 Break</b>		
Time	Item	Presenter
10:30 - 11:50am	<p><b>Nuts and Bolts Session</b></p> <ul style="list-style-type: none"> <li>Landfill post closure liabilities</li> <li>Unauthorized camping</li> <li>Serious Cyber Attack</li> </ul>	<p><b>Chair Samuel Schooner</b>, Central Coast RD <b>Chair John Jack</b>, Alberni Clayoquot <b>CAO Bill Newell &amp; Danny Francisco</b>, Manager of Information Services, Okanagan Similkameen</p>
11:50 - 12:00pm	<p><b>Minister's Address</b></p>	<p><b>The Honourable Josie Osborne</b> Minister of Municipal Affairs</p>

\* Available by contacting  
CCRD  
main office.

# 2020 Annual Report RESILIENCE IN THE FACE OF ADVERSITY

Board Meeting  
APR 15 2021  
CCRD ITEM A(2)







### Additional Copies of the Annual Report

This report is available on our website  
at [www.miabc.org](http://www.miabc.org) or at our office:

#200 - 429 West 2<sup>nd</sup> Avenue  
Vancouver, BC V5Y 1E3

Tel: (604) 683-6266

Fax: (604) 683-6244

info@miabc.org

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Municipal Finance  
Authority of BC

CELEBRATING

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Please contact  
the CCRD  
main office  
for a copy  
of the full  
report.

Board Meeting  
APR 15 2021  
A (aa)  
CORD ITEM

Annual Report

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## Message from the Chair Malcolm Brodie



### **Governance**

The Municipal Finance Authority of British Columbia (MFA) is a unique organization created in 1970 to ensure the financial well-being of our province's local governments. As we celebrate our 50th anniversary this year, our organization is widely recognized as a world-class, co-operative financial institution, owned and governed by its Members for the benefit of local governments throughout BC. We are part of the fabric of local government in British Columbia and our motivation is to always focus on what is best for our clients.

As Chair, I was pleased to have worked with Vice-Chair Al Richmond (Cariboo Regional District) and re-elected Trustees Rob Gay (Regional District of East Kootenay) and Ron Toyota (Regional District of Central Kootenay). I welcomed newly elected Trustees Jonathan Coté, Jack Froese, Brad West (Metro Vancouver), Geoff Young (Capital Regional District), Andy Adams (Strathcona Regional District), and Lyn Hall (Fraser-Fort George Regional District). The meetings of the Board of Trustees have included a review of our business plan and priorities, operating performance, access to financial markets, oversight, and administration. The performance and outlook for our Pooled Investment Funds were also regularly reviewed by the Investment Advisory Committee of the Board.

### **Mission and Objectives**

Our mission is to finance municipal infrastructure and provide other low-cost and reliable financial solutions exclusively for BC's local governments. By pooling the needs and financial strength of British Columbia's local governments, we provide access to the lowest borrowing costs, together with a suite of best-in-class investment products tailored for municipal reserve managers. We help local governments by enhancing the capacity of their finance staff, enabling efficiency, reducing their financial risks, and saving them money.

### **Credit Ratings**

In 2020, our AAA credit ratings, the highest attainable, were reaffirmed by three credit rating agencies: Standard and Poor's, Moody's, and Fitch Ratings. The Commercial Paper program was also given the highest attainable rating. Our AAA credit ratings validate our unique model and operational excellence and reflect third-party analysis of the low-risk to bondholders associated with our debentures.

### **Financial Products and Services**

We remain committed to maintaining the highest quality products and services to meet the many needs of our local government partners - helping them continue to build and maintain the communities that result in a strong British Columbia.



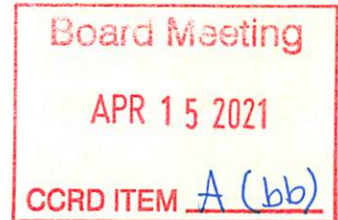
THE CITY OF VICTORIA



OFFICE OF THE MAYOR

March 31, 2021

The Honourable Harry Bains  
 Minister of Labour  
 PO Box 9064, Stn Prov Govt  
 Victoria, BC V8W 9E2



Dear Minister Bains,

On behalf of Victoria City Council, I am writing today to request favourable consideration for the below motion passed at the March 11, 2021 Council meeting:

WHEREAS the covid pandemic has exacerbated existing inequalities and its social, health, and economic impacts are particularly devastating for women and racialized communities; and

WHEREAS the tourism and hospitality industries have been drastically impacted; and

WHEREAS of the 50 000 hotel workers that were laid off in March 2020, the majority are women and people of colour; and

WHEREAS the duration of the pandemic means that recall rights require extension; and

WHEREAS there are reports of hotels in British Columbia refusing to commit to bringing workers back to their jobs when business returns; and

WHEREAS the City of City of Victoria is committed to a COVID recovery plan that takes better care of people, the environment, and the community than the systems we had before the pandemic; and

WHEREAS the City of City of Victoria recognizes hotel workers and people who work in the tourism industry as valued and valuable members of our community;

THEREFORE, BE IT RESOLVED THAT the City of City of Victoria affirms that people should not lose their livelihoods due to the pandemic; and

.../2

THAT the City of Victoria write to the Ministers of Labour and Tourism expressing our support for the right for laid off workers to return to their jobs when the pandemic eases; and

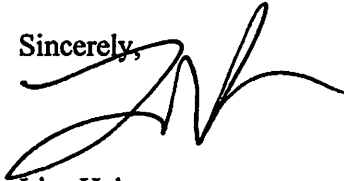
THAT this letter be forwarded to all BC municipalities asking to write their support; and

THAT the City of Victoria writes to the Association of Vancouver Island and Coastal Communities.

Though not expressly in the resolution, the intention of this motion was to write to both the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities, encouraging them to host future conferences and events in venues that respect worker rights and pay at least a living wage. A copy has been sent to both organizations.

Thank you for your time and consideration. Please do not hesitate to reach out should you have any questions regarding this letter.

Sincerely,



Lisa Helps  
Victoria Mayor

Cc: Honourable Melanie Mark, Minister of Tourism, Arts, Culture and Sport  
The Association of Vancouver Island and Coastal Communities (AVICC)  
The Union of British Columbia Municipalities (UBCM)

**OFFICE OF THE MAYOR**

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9  
p: 250.561.7600 | [www.princegeorge.ca](http://www.princegeorge.ca)

March 17, 2021

By email: [commission.secretary@bcuc.com](mailto:commission.secretary@bcuc.com)

BC Utilities Commission  
Suite 401, 900 Howe Street  
Vancouver, BC V6Z 2N3

**RE: British Columbia Hydro and Power Authority (BC Hydro): 2020 Street Lighting Rate Application**

To Whom It May Concern:

On behalf of the City of Prince George Council, please accept this letter in opposition to BC Hydro's proposed 2020 Street Lighting Rate Application (Application).

The Application, submitted by BC Hydro in November 2020, seeks approval for an increase in the monthly rate charged per street light which includes a surcharge to recover the costs incurred by BC Hydro to convert existing High Pressure Sodium (HPS) light fixtures to LED fixtures.

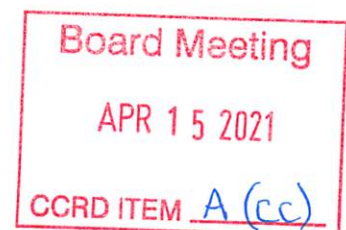
While the City of Prince George supports the environmental benefits that will result from the conversion to LED technology, we are not in support of a surcharge rate downloaded to municipalities to cover the disposal of existing lights and their associated depreciation costs.

As such, we respectfully request that the City's concerns be considered in the evaluation of BC Hydro's Street Lighting Rate Application.

Sincerely,

Mayor Lyn Hall

cc: All UBCM Member Local Governments




**OFFICE OF THE MAYOR**

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9  
 p: 250.561.7600 | [www.princegeorge.ca](http://www.princegeorge.ca)

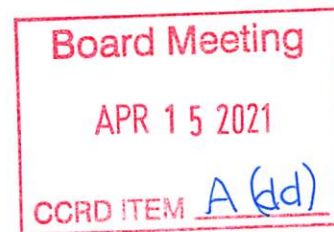
March 17, 2021

Transmitted via email: [patty.hajdu@parl.gc.ca](mailto:patty.hajdu@parl.gc.ca)

The Honourable Patty Hajdu, P.C. M.P.  
 Minister of Health  
 House of Commons  
 Ottawa, Ontario K1A 0A6

**RE: Opioid Crisis and Call for Overdose Action Plan**

Dear Minister,



The City of Prince George Council and Staff have taken part in conversations with many stakeholders across our community regarding the impact of the opioid crisis on local health and policing resources. We acknowledge the steps taken by the Government of Canada thus far in addressing the need to improve access to treatment and harm reduction services, legal protection for individuals seeking emergency services during an overdose by way of the Good Samaritan Drug Overdose Act, awareness and prevention around the use of opioids, and the continued work to reduce the illegal and often tainted opioid supply.

To further support the country's effort in addressing the opioid crisis, the City of Prince George calls upon the Government of Canada to further its work through the implementation of a National Overdose Action Plan. As such, the City supports the following resolution shared by other municipal councils across the province:

*WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death about every two hours on average and a death toll of over 16,360 since 2016 (January 2016 to March 2020);*

*AND WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use;*

*AND WHEREAS the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;*

*AND WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;*

*AND WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests “decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use”;*

*AND WHEREAS the overdose crisis rages, showing few signs of abating;*

*THEREFORE BE IT RESOLVED that Council:*

- a) *request that the Government of Canada:*

  - i) *declare the overdose crisis a national public health; and*
  - ii) *immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma.*

On behalf of Council, thank you for your consideration of this request.

Sincerely,



Mayor Lyn Hall  
City of Prince George

cc: All UBCM Member Local Governments  
Todd Doherty, MP for Cariboo-Prince George  
Bob Zimmer, MP for Prince George-Peace River-Northern Rockies

355 West Queens Road  
North Vancouver BC  
V7N 4N5

www.dnv.org



Mayor Mike Little  
Phone: 604 990 2208  
Cell/Text: 604 209 3971  
mayor@dnv.org

March 4, 2021  
File:

Dear UBCM Members:

**Re: Help Cities Lead (HCL) Campaign**

The District of North Vancouver is sending this letter to you requesting support of the Help Cities Lead (HCL) campaign.

At its regular meeting of February 22, 2021, the District of North Vancouver Council passed the following resolution:

*THAT Council support the Help Cities Lead initiative by writing letters to Ministers Heyman (Minister of Environment and Climate Change Strategy), Osborne (Minister of Municipal Affairs), Ralston (Ministry of Energy, Mines, and Low Carbon Innovation), Eby (Attorney General and Minister Responsible for Housing), and Robinson (Minister of Finance) requesting five policy actions which would empower the District of North Vancouver to help align building policy with Intergovernmental Panel on Climate Change (IPCC) science to achieve our climate targets;*

*AND THAT Council send a letter Metro Vancouver Regional District asking Metro Vancouver to also support the initiative;*

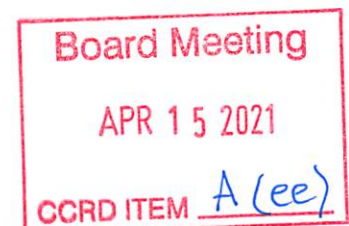
*AND THAT Council send a letter to all BC Local Governments asking them to support the initiative.*

Please find a copy of the letter sent to the ministers attached for your information and consideration.

Sincerely,

Mike Little  
Mayor

Enclosure



355 West Queens Road  
North Vancouver BC  
V7N 4N5

[www.dnv.org](http://www.dnv.org)



Mayor Mike Little  
Phone: 604 990 2208  
Cell/Text: 604 209 3971  
[mayor@dnv.org](mailto:mayor@dnv.org)

March 3, 2021

File:

The Honourable Minister George Heyman  
Minister of Environment and Climate Change Strategy

The Honourable Josie Osborne  
Minister of Municipal Affairs

The Honourable Bruce Ralston  
Minister of Energy, Mines, and Low Carbon Innovation

The Honourable David Eby  
Attorney General and Minister responsible for Housing

The Honourable Selina Robinson  
Minister of Finance

Dear Ministers:

**Re: Help Cities Lead (HCL) Campaign**

The District of North Vancouver is sending this letter to you as an endorsement of the Help Cities Lead (HCL) campaign.

As you are aware, municipalities are on the front lines of climate change dealing with the impacts of floods, droughts, forest fires, heat waves, etc. We directly influence about half of Canada's energy use and emissions. The success of the province in achieving deep emissions reductions from the building sector is directly connected to the success of local governments in achieving their own targets. While municipalities have shown strong climate leadership, expanded regulatory authority is needed for taking bolder steps to achieving our climate targets.

HCL is an education and awareness campaign focused on accelerating building decarbonization through collaboration between the Province of British Columbia and local governments. The group is led by Climate Caucus and supported by local governments and environmental NGO's.

Why buildings? Emissions from buildings account for about 11% of the province's greenhouse gas (GHG) emissions and for municipalities, GHG emissions from existing buildings account for 40-60% of community emissions. A number of BC local governments have made climate emergency declarations and set ambitious targets to significantly reduce GHG emissions from buildings over the next 10 years. However, local governments are largely limited to information

Re: Help Cities Lead (HCL) Campaign  
March 3, 2021

Page 2

campaigns and incentives for pursuing these ambitious reduction targets. Recent climate policy modelling shows that on their own, these policy tools are insufficient to achieve broad and deep energy and GHG reductions given limited budgets.

HCL campaign recommends a suite of expanded authorities for local governments that will enable communities to take bolder action on reducing GHG emissions from new and existing buildings:

- Property assessed clean energy (PACE) financing
- Mandatory home energy labelling
- Regulating GHG emissions for new buildings
- Regulating GHG emissions for existing buildings
- Mandatory building energy benchmarking and reporting

We are pleased to see that the November 2020 mandate letters to the Ministers of Municipal Affairs and Energy, Mines and Low Carbon Infrastructure support the implementation of PACE financing. We also note that the mandate letter for the Minister of Finance supports home energy labelling. Finally we pleased to see that the mandate letter to the Attorney-General and Minister Responsible for Housing includes support for regulation of GHG emission of new buildings.

We support the directions set out in these new mandate letters regarding PACE financing, home energy labelling, and GHG requirements for new buildings and request that the province empower local governments to opt to take action, if they so choose, on the two remaining items of the Help Cities Lead's campaign, namely GHG requirements for existing buildings and building energy benchmarking. Additional information about each of the initiatives can be found at <https://www.helpcitieslead.ca/>

It is our hope that you would consider meeting with a delegation from Help Cities Lead for further discussion on these initiatives.

Sincerely,



Mike Little  
Mayor



**District of Sicamous**

446 Main Street  
PO Box 219  
Sicamous, BC  
V0E 2V0

**T:** 250 836 2477  
**F:** 250 836 4314  
**E:** info@sicamous.ca  
sicamous.ca



March 18, 2021

Honourable Katrine Conroy  
Forests, Lands, Natural Resource Operations and Rural Development  
Parliament Buildings  
Victoria, British Columbia V8V 1X4

*DELIVERED VIA EMAIL*

**Re: Aquatic Invasive Species Enforcement**

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Dear Minister Conroy,

At its February 10, 2021 Regular Council meeting, the Council for the District of Sicamous passed the following resolution:

*"WHEREAS Canada is home to 20 percent of the world's fresh water, and the spread of aquatic invasive species (AIS) poses irreparable environmental, social and economic threats that will cost Canadian taxpayers billions of dollars in lost tourism and economic opportunities, and other unknown costs;*

*AND WHEREAS the spread of AIS is largely connected to human activity, including the unsafe transport of watercraft and floatplanes between bodies of water;*

*AND WHEREAS current government efforts through fines for failing to stop at a B.C. Watercraft Inspection Station, there is a lack of specific provincial or federal regulation and enforcement that is directed at watercraft owners who fail to prevent the spread of AIS by cleaning, draining, and drying their watercraft before transport;*

*THEREFORE, BE IT RESOLVED that the provincial and federal governments adopt increased and stricter enforcement measures for watercraft and floatplane owners including the introduction of a significant fine for watercraft and floatplane owners that fail to Clean, Drain and Dry their watercraft or floatplane before transporting it to another body of water and an increase in the fine issued to motorists who fail to stop at a Watercraft Inspection Station."*

We kindly request your consideration and support of this resolution and have enclosed background information on the resolution for your reference.

Regards,

**DISTRICT OF SICAMOUS**

cc: Minister of Environment and Climate Change Strategy  
Premier Horgan  
UBCM Member Municipalities



**PDistrict of Sicamous**

446 Main Street  
 PO Box 219  
 Sicamous, BC  
 V0E 2V0

**T:** 250 836 2477  
**F:** 250 836 4314  
**E:** info@sicamous.ca  
 sicamous.ca



# Memo

**To:** Southern Interior Local Government Association

**From:** District of Sicamous Council

**Date:** February 22, 2021

**Re:** Certified Resolution 21-068  
 Enforcement for the protection of waterways from Aquatic Invasive Species

---

District of Sicamous Council's concern for the wellbeing of its community, province, and country inspired Resolution 21-068 which calls for tougher enforcement measures to prevent the spread of Aquatic Invasive Species (AIS) in Canada.

While Sicamous, home to Shuswap and Mara lakes, is particularly vulnerable to the spread of AIS, the detrimental effects are not limited to our community and would have environmental, economic, and social consequences province- and country-wide.

Council has long supported federal and provincial prevention efforts that have largely focused on educating the public through awareness campaigns and voluntary compliance. The Canadian Action Plan to Address the Threat of Aquatic Invasive Species states: "...there are few specific regulations directed at recreational and commercial boating related to preventing the spread of aquatic invasive species."

Watercraft inspection stations, like those in BC that target recreational boaters through awareness and compliance, are simply unable to inspect all watercraft transported between waterways due to limited operational hours. Fines are issued to motorists who fail to stop at these mandatory inspection stations; however, the fine is minimal considering the potential consequences of spreading AIS. While the federal Fisheries Act and provincial Wildlife Act, both contain sections which make unauthorized fish introductions illegal and include prosecution for such activity, there is no legislation around the transport of watercraft without proper decontamination.

Council, therefore, submits Resolution 21-068 which calls on the province and federal government for increased enforcement, tougher penalties and the introduction of legislation that criminalizes the transport of watercraft and floatplanes between waterways without first decontaminating.

**District of Sicamous**  
446 Main Street  
PO Box 219  
Sicamous, BC  
V0E 2V0

**T:** 250 836 2477  
**F:** 250 836 4314  
**E:** info@sicamous.ca  
sicamous.ca



**Certified Resolution # 21-068**

**It was moved and seconded:**

THAT Council submit the following resolution to the Southern Interior Local Government Association:

WHEREAS Canada is home to 20 percent of the world's fresh water, and the spread of aquatic invasive species (AIS) poses irreparable environmental, social and economic threats that will cost Canadian taxpayers billions of dollars in lost tourism and economic opportunities, and other unknown costs;

AND WHEREAS the spread of AIS is largely connected to human activity, including the unsafe transport of watercraft and floatplanes between bodies of water;

AND WHEREAS current government efforts through fines for failing to stop at a B.C. Watercraft Inspection Station, there is a lack of specific provincial or federal regulation and enforcement that is directed at watercraft owners who fail to prevent the spread of AIS by cleaning, draining, and drying their watercraft before transport;

THEREFORE, BE IT RESOLVED that the provincial and federal governments adopt increased and stricter enforcement measures for watercraft and floatplane owners including the introduction of a significant fine for watercraft and floatplane owners that fail to Clean, Drain and Dry their watercraft or floatplane before transporting it to another body of water and an increase in the fine issued to motorists who fail to stop at a Watercraft Inspection Station.

**Carried**

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on February 10, 2021.

Dated this 18<sup>th</sup> day of February, 2021.

  
\_\_\_\_\_  
Jennifer Bruns  
Corporate Officer