

information that was gathered for engineering and cost analysis appears to be dated in spite of the group's understanding of recent advances in relevant technology and costing.

Mr. Breffitt noted further concerns held by the group including the voting and ballot process as to how the ballots will be counted whether there will be scrutineers and who will be the election officer. Mr. Breffitt explained that the group is of the view that Joan Sawicki is qualified to run the election due to her experience and previous work with the HWD.

Mr. Breffitt further noted that according to the group's review the grant proposal stated that there was also no local opposition, however the group gathered a petition against conversion with 140 signatures which Mr. Breffitt suggests is indicative that there are concerns held by a considerable number of ratepayers. Mr. Breffitt explained that the petition states: "We the undersigned request delaying the vote to dissolve the Hagensborg Waterworks District and accept conversion until an open review of the proposed conversion is completed by the Central Coast Regional District and reported back to ratepayers."

Mr. Breffitt noted that it appears that the Chair of the HWD attended as a delegate to the October 10th CCRD Board Meeting and did not consult prior to the delegation with the other HWD Board Members. Further, Mr. Breffitt noted that there does not appear to have been a report back to the HWD Board after the delegation to report what had been said. The Board asked whether Mr. Breffitt himself had approval or endorsement from the HWD Board for his delegation, to which Mr. Breffitt clarified he was not a HWD Board Member and was representing instead a group of concerned ratepayers.

Mr. Breffitt noted his understanding of other comments made by the HWD Chair describing the HWD water line as old and dilapidated. Mr. Breffitt noted the group's view that while it is true that there are some problems with the water line the intention has been to replace the problem areas. He further noted that there are also a lot of volunteers that have previously assisted with line maintenance and various aspects of the HWD operations, including offers to assist with developing costing and engineering specs for line replacement. Mr. Breffitt noted as such the group takes exception to remarks indicating trouble getting volunteers.

Mr. Breffitt noted that the general feeling of the group is that the process needs to slow down significantly. Mr. Breffitt suggested that evidence has shown that there is currently an Emergency Water Response Plan in place for when there are significant levels of E.coli in the water and that to date this response plan has never had to be utilized.

Mr. Breffitt concluded his presentation to the Board noting his concern that some of commentary regarding the proposed project and conversion has been inflammatory and his discomfort with how the group he is working with has been described.

The Board noted that CCRD's support had been predicated on recommendations of the HWD Board of Trustees.

The Board asked if the group knew whether the terms of the grant required that the improvements be done by a particular deadline.

Mr. Breffitt responded that the delegation group was unsure and noted a belief that a deadline had been fabricated by HWD in order to fast track the conversion process. However, the delegation group noted that they did not know specifics as to whether a deadline had been imposed and what that deadline is.

The Board suggested urging caution in considering a delay until it is verified whether or not there is a deadline attached to the expenditure of the grant funds. Mr. Breffitt noted the delegation's appreciation that there may be timelines, but further noted their perspective that the one time grant of approximately \$3.8 million was likely insufficient for their needs and questioned whether it was prudent to move forward when the amount was not sufficient and the risks of those potential additional costs on ratepayers is not clear.

Mr. Breffitt shared the perspective that some ratepayers enjoy living in smaller locations in order to maintain autonomy over water resources and that clean water is the goal of many. Ken Dunsworth mentioned from the Gallery that a grant was applied for previously for just under \$8 m dollars and that the CCRD did not support the grant. Mr. Dunsworth further noted his understanding that this is the second grant that has been proposed for support by the CCRD, and this grant is only \$3.7 million. With the current grant proposal and money saved by HWD, there would be a total of approximately \$5 m for the improvements. To Mr. Dunsworth's understanding, this total sum would be short to complete all the work that is necessary. Mr. Dunsworth further noted his certainty that there will be other opportunities to apply for grant funds in the future, as the province does want the Improvement District to move forward.

The Board wondered whether the agreement with DFO was a formal one or a hypothetical one. Chris Matthews responded from the Gallery that engineering studies had been done and there was a Memorandum of Understanding between the Hatchery and the HWD, and that was where matters stood when he was last on the HWD Board of Trustees; however he was unaware where the MOU currently stood. Mr. Breffitt further noted his understanding that if chlorination was part of the proposal, that relationship could no longer move forward as it would no longer serve the Hatchery's needs. Mr. Breffitt further stated that the loss of that relationship meant a further loss of \$2 million dollars in contribution funding.

The Board also questioned when the HWD Board was up for re-election. Mr. Matthews replied from the Gallery that usually elections are held between April and June. Ms. MacKay further clarified that the elections are generally staggered with 1-3 trustee elections in any given year.

The Board asked with the 143 signatures on the petition, what that looks like in relationship to households. Mr. Breffitt mentioned that some of the signatures are two names from one address because they own other property and have voting rights on one property and voting rights on another property, which they'd be able to split. Mr. Breffitt indicated that likely one hundred and twenty five of the names would have independent votes on the water system.

Ms. MacKay mentioned that part of the confusion of voting is specific to the dissent process. She noted that ordinarily there is a clear policy for trustee elections for improvement districts with every person on title being entitled to a vote, and one vote if you are a multiple property owner. She further noted that the HWD Board of Trustees has indicated there is one vote per property which in her view is a departure from the standard for trustee elections under the Act. Ms. MacKay

emphasised her concern regarding process, stating there is a general uncertainty regarding what is the basis is for the rules and who is creating them. Ms. MacKay further relayed that there hasn't been an election officer appointed and that in her view this is not in keeping with the existing policy of trustee elections nor reassuring with respect to the integrity of the referendum process.

Mr. Breffitt emphasised that the HWPG members harboured a lot of concern with respect to the mail in ballots themselves, questioning process to demonstrate qualification to vote, what the thresholds for assent would be and which ballots would be counted. Mr. Breffitt noted that the delegation group understands the CCRD would like to see demonstrated overwhelming support for conversion. He emphasised that his group does not see 50% plus one as overwhelming support.

The CCRD Board mentioned that with the Denny Island water petition, there was no abstraction between the identities of the parcel owners and their vote. The petitions were dealt with confidentially. The petition process was informed by statute however and is different from the voting process being used by HWD.

The Board asked whether the group has brought their concerns to the HWD Board of Trustees. Ms. MacKay replied that they have, particularly during the HWD public meeting on the conversion report, but have not yet provided the Board of Trustees a copy of the petition that they brought to the CCRD as part of their delegation. The petition from the delegation group is still ongoing and has not been presented to the HWD Board yet. Ms. MacKay noted concern that she is not in receipt of particular reports specific to cost analysis in the grant application that she indicated she had requested from HWD.

The Board clarified that the CCRD staff had no role in preparing the application materials for the grant. Mr. Breffitt acknowledged the group is aware of that fact.

The Board relayed that the CCRD has established a new water service area for Denny Island. The CCRD Board is committed to creating a commission which would act as an advisory board composed of resident ratepayers that will advise on direction. The Board noted that the advisory committee is not up and running yet, however, it may serve as an example of what recent past practice has been with another water district.

The CCRD Board initiated a discussion with the delegation group requesting their views on staging the vote, whether it is more prudent to have two separate votes for dissolution and then conversion as advocated at the last CCRD meeting by the HWD Chair or to combine into a single assent vote as was suggested by the CCRD Board during the same meeting.

Mr. Breffitt replied that their understanding of the HWD ballot is that it is inclusive, meaning a vote to dissolve and accept conversion in one ballot. Ms. MacKay noted her understanding that the HWD Board is only required to have a majority trustee resolution to dissolve the HWD. Ms. MacKay further noted her view that in theory the current ballot process should be about the HWD Board engaging with and consult with the ratepayers before contemplating a motion to dissolve, or approaching the province and asking them to dissolve the improvement district. Ms. MacKay indicated that a primary motivation of the delegation today was to demonstrated for the CCRD Board that in the group's view the process has been less than full and transparent engagement with the ratepayers.

The Board noted that for CCRD's part the next discussion is with HWD Board of Trustees once they have made a decision as to what the Board of Trustees will do next and encouraged the group to direct their concerns with respect to their process to the HWD Trustees. Erin Chapman responded from the Gallery that the intention behind gathering signatures on the petition was to demonstrate ratepayer concerns for the HWD Trustees to inform their decision-making and the group was working to time discussions with HWD's process.

The Board noted an understanding that if the HWD note was no, that might be indicative of petitioners wanting more information as opposed to necessarily not wanting to move forward with project or the conversion. Mr. Breffitt responded that that might be the rationale of voters, but it's difficult to know in the circumstances what may inform the votes.

The Board asked that if the HWD vote is yes, what the group would like of the CCRD, particularly in the scenario where CCRD would undertake a second vote for an assent process. Ms. MacKay responded a careful look at the process and whether that process stands up to scrutiny in light of the group's petition with 140 signatures as a yes vote would suggest some confusion among the ratepayers.

The Board asked where the reference to water-metering came from as this had not been part of a discussion with the CCRD Board in the Board's recollection. Ms. MacKay responded that there is a reference to possible water metering in the grant application. The Board asked what the service boundaries are generally. Mr. Matthew's replied from the Gallery with landmark references.

The Board noted a concern that if CCRD is speaking to the Chair of HWD in a delegation and the Chair isn't speaking for the HWD Board, how the CCRD Board best could have communication with the Board of Trustees if the only spokesperson for the HWD Board of Trustees is the Chair. The Board further noted that if the Chair isn't speaking for the Board of Trustees of the Hagensborg Water District, then there must be another way the CCRD Board can communicate to make sure that the CCRD Board is communicating with the Board of Trustees.

Mr. Dunsworth replied from the Gallery that those were perhaps questions that the CCRD should be asking internally and should perhaps request a meeting with the entire Board and actually meet with their full Board and have a full consultation with their full Board.

The Board noted its understanding the grant application was supported by the HWD Board and HWD's request of CCRD to support the grant application was supported by the HWD Board. Mr. Breffitt responded that he questions whether the Board of Trustees represents the ratepayers. The Board encouraged the delegation to pursue the accountability provisions under the legislation if there are concerns regarding representation. Ms. MacKay noted that there are not many provisions in the legislation that speak to improvement district accountability.

Ms. MacKay clarified that there have been efforts for a number of years to apply for grant funding irrespective of the barriers to improvement districts accessing grant funds, and as such the issues the delegation group is concerned about are not specific to the fact of HWD undertaking fundraising efforts, as they have for years, or even seeking the CCRD's support in fundraising per se, as they have before, but rather their process for decision-making and engagement with ratepayers.

Mr. Dunsworth noted from the Gallery an acknowledgement that there isn't a lot the CCRD can do but it's important for CCRD to have knowledge of what the ratepayers are up against.

The Board thanked the delegation group for all their effort and delegation. The Chair concluded the delegation at 11:30 a.m.

Recess was taken at 11:31 a.m.

The meeting reconvened at 11:48 a.m.

IN CAMERA MATTERS

The Chair asked the Board to consider closing the meeting to the public at this point in the agenda for the consideration of in-camera matters.

19-11-03 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District close the meeting to the public for the purpose of consideration of items that fall under the following sections of the *Community Charter*: 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer or agent of the municipality or another position appointed by the municipality; 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* and section 90 (2) (b) the consideration of Information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party. **CARRIED**

The regular board meeting went in camera at 11:50 a.m.

The regular meeting continued at 1:57 p.m.

a) Matters Brought out of Camera

The following resolutions from the closed in-camera meeting were released:

19-11-04 [IC Release:] THAT the Board of Directors of the Central Coast Regional District direct Administration to research grant funding or other financial support opportunities to arrange a meeting with Indigenous Tourism representative Amy Thacker of CCCTA and CCRD Tourism operators and representatives throughout the region to discuss options for more inclusive tourism sector development in the Central Coast.

19-11-05 [IC Release:] THAT the Board of Directors of the Central Coast Regional District again table decision making on the CCTA request for a letter of support for the destination development strategies until a focus meeting as resolved on [19-11-04] takes place.

19-11-06 [IC Release:] THAT the Board of Directors of the Central Coast Regional District directs Administration to send a letter to the Ministry of Forrester, Lands, and Natural Resources operations and the BC Assessment advising that there are a large number of unregistered foreshore and water lots;

AND THAT there is a resulting loss of property tax revenue to the CCRD and the potential unmitigated and unregulated environmental impacts.

19-11-07 [IC Release:] THAT the Board of Directors of the Central Coast Regional District directs administration to write a letter to the Hagensborg Waterworks District Board of Trustees requesting their full board attend the next regular board meeting of the CCRD Board to discuss the result of their poll.

19-11-08 [IC Release:] THAT the Board of Directors of the Central Coast Regional District directs administration to confirm deadline associated with the Hagensborg Waterworks District Grant and to release that information to the public.

19-11-09 [IC Release:] THAT Board of Directors of the Central Coast Regional District direct administration to conduct and Request for Proposal(s) (RFP's) for an experienced civic capital projects manager to assist the CCRD with coordinating various grant commitments and other potential funding.

(i) Ocean Falls Revitalization Committee

19-11-10 [IC Release:] THAT Board of Directors of the Central Coast Regional District appoints Kevin Day to the Ocean Falls Revitalization Committee.

A recess was called at 2 pm.

The meeting reconvened at 2:28 p.m.

(A) ADOPTION OF MINUTES

a) Regular Board Meeting October 10, 2019

19-11-11 M/S Directors Kennedy/Bertrand THAT the minutes from the October 10, 2019 Board Meeting be received. **CARRIED**

19-11-12 M/S Directors Bertrand/Kennedy THAT the October 10, 2019 minutes be adopted as presented. **CARRIED**

PART III – LOCAL GOVERNANCE

(B) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Report to the Board – Administration Report and Update on Strategic Plan

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

19-11-13 M/S Directors Kennedy/Bertrand THAT the Board of Directors of the Central Coast Regional District receives the update on consolidated and itemized resolutions from 2019 augmenting the deliverables under the CCRD Strategic Plan 2019-2022.

CARRIED

FINANCIAL SERVICES

(b) Report to the Board – Financial Report Budget vs. Actual January-October 2019

19-11-14 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Financial Report of actual revenue and expenditures against the annual budget for the period January to October 2019.

CARRIED

(c) Report to the Board – Financial Report – Update on Grants

19-11-15 M/S Directors Kennedy/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the financial report of update on grants.

CARRIED

(d) Request for Decision – Grant In Aid – Rescind resolution #19-06-10

Director Bertrand disclosed an indirect financial interest as follows:

I, Director Bertrand disclose that in accordance with *Sections 100 (2)(b) and 101 (1) (2) and (3) of the Community Charter*, I have an indirect pecuniary interest that constitutes a conflict of interest in item B) (d) Request for Decision: Grant In Aid – Rescind resolution # 19-06-10. The reason for my declaration is that my wife administers of the Go Fund Me: Help Bella Bella Pets fundraising effort and I have learned is collecting donations in her own name on the group's behalf.

Director Bertrand concluded his disclosure of Financial Interest and left the room.

19-11-16 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District rescind the following resolution 19-06-10 – THAT the Board of Directors of the Central Coast regional District put \$950 towards the GO Fund Me: Help Bella Bella Pets. AND THAT it be matched to go towards the CAAT Spay and Neuter Free Clinic and further, that the board instead carry these unexpected funds forward to 2020.

CARRIED

Director Bertrand rejoined the meeting at 2:48 p.m.

COMMUNITY AND DEVELOPMENT SERVICES

(e) Community Economic Development Monthly Report

CEDO Wheelock joined the meeting at 2:50 p.m.

19-11-17 M/S Directors Kennedy/Bertrand THAT the Community Economic Development Officer Report be received. **CARRIED**

(f) Request for Decision – CEDO Return Flight from Vancouver

19-11-18 M/S Directors Bertrand/Kennedy THAT the Request for Decision: CEDO Return Flight from Vancouver be received. **CARRIED**

19-11-19 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District authorizes Administration to pay for the CEDO's flight from Vancouver under consideration. **CARRIED**

(g) Request for Decision – CCRD Celebratory Film Theme

19-11-20 M/S Directors Northeast/Hall THAT the Request for Decision: CCRD Celebratory Film Theme be received. **CARRIED**

19-11-21 M/S Directors Northeast/Hall THAT the Board of Directors of the Central Coast Regional District confirm the use of the proposed celebratory film theme of depicting and exploring the places, people and landscapes of the central coast from the perspective of salmon returning to spawn. **CARRIED**

(h) Request for Decision – CCRD Logo Tagline

19-11-22 M/S Directors Northeast/Kennedy THAT the Request for Decision: CCRD Logo Tagline be received. **CARRIED**

19-11-23 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District confirm the adoption of a new CCRD logo tagline: "That we may be good people together" to be included as part of the approved new logo. **CARRIED**

CEDO Wheelock left the meeting at 3:43 p.m.

(i) Correspondence for Information: Environment Quality (EQ) Program

19-11-24 M/S Directors Hall/Kennedy THAT the Correspondence for Information: Environment Quality (EQ) Program letter be received. **CARRIED**

(j) Report to the Board: Telus Tower Update

19-11-25 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Telus Tower Update. **CARRIED**

OPERATIONS

(k) Operations Manager Monthly Report

- 19-11-26 M/S Directors Northeast/Kennedy** THAT the monthly Operations Manager Report be received. **CARRIED**

Operations Manager McIlwain joined the meeting 3:54 p.m.

(l) Urban Systems Project Update, Denny Island Water System– November 2019

- 19-11-27 M/S Directors Northeast/Kennedy** THAT the Urban Systems Project Update Report on the Denny Island Water System be received. **CARRIED**

(m) Correspondence for Information: Letter regarding Free Store

- 19-11-28 M/S Directors Kennedy/Bertrand** THAT the Correspondence for Information: Letter from Joan Sawicki November 6 2019 regarding the situation of the Free Store at Thorsen Creek Waste and Recycling Centre be received. **CARRIED**

The Board and OM McIlwain discussed the challenges of operating the free store, including human resource labour to sort goods, sanitation and particular challenges with respect to bed bugs and other risks and liability of hosting the service and whether there are alternative options for operation. The Board and OM McIlwain also noted the popularity of the free store and the community need it meets with respect to addressing poverty. The Board and OM McIlwain also noted the importance of diverting waste from the landfill. The Board encouraged Administration to research alternative operational approaches.

- 19-11-29 M/S Directors Bertrand/Kennedy** THAT the Board of Directors of the Central Coast Regional District directs Administration to draft a response letter to Ms. Sawicki outlining the salient points of the Board's discussion of the matter. **CARRIED**

(n) Request for Decision: Toy Drive 2019

- 19-11-30 M/S Directors Kennedy/Northeast** THAT the Request for Decision: Toy Drive 2019 be received. **CARRIED**

- 19-11-31 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District authorize Administration to organize a Toy Drive to be held at Thorsen Creek Waste and Recycling Centre during the 2019 holiday season with toys anticipated to be distributed by the members of the RCMP during their annual Santa Claus event and by CCRD volunteers and/or staff. **CARRIED**

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TRANSPORTATION SERVICES

(o) Transportation Monthly Report

19-11-32 M/S Directors Kennedy/Hall THAT the Transportation Monthly Report be received. **CARRIED**

19-11-33 M/S Directors Kennedy/Northeast THAT the Board of Directors direct Administration to start the process of organizing a ribbon cutting ceremony for the Airport Playground and to consult with Directors around schedules;

AND THAT the Board of Directors direct Administration to get in contact with Coast Mountain News to put an article in the paper regarding the new Airport Playground. **CARRIED**

LEISURE SERVICES

(p) Centennial Pool Commission Meeting Minutes – October 2, 2019

(q) Centennial Pool Commission Meeting Minutes – October 24, 2019

19-11-34 M/S Directors Kennedy/Northeast THAT the Centennial Pool Commission Meeting minutes dated October 2 & 24, 2019 be received as a group. **CARRIED**

Operations Manager McIlwain left the meeting 4:27 p.m.

A recess was taken at 4:29 p.m.

The meeting reconvened at 4:54 p.m.

PROTECTIVE SERVICES

(r) Emergency Management Report

19-11-35 M/S Directors Hall/Kennedy THAT the Emergency Management Report be received. **CARRIED**

The Board discussed the possibility of other Bella Coola based directors attending the Steering Committee meetings with Chair Schooner as schedules permit.

(s) Request for Decision: UBCM Community Resiliency Investment Fund – Outer Coast

19-11-36 M/S Directors Bertrand/Hall THAT the Request for Decision – UBCM Community Resiliency Investment Fund – Outer Coast be received. **CARRIED**

19-11-37 M/S Directors Bertrand/Hall THAT the Board of Directors of the Central Coast Regional District rescind the preciously approved October 2019 motion for a joint funding application with Nuxalk Nation to the UBCM Community Resiliency

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Investment (CRI) Program for FireSmart Planning, training, and educational activities;

AND THAT the Board of Directors of the Central Coast Regional District approve the Administration's updated application to the UBCM Community Resiliency Investment (CRI/FireSmart) Program to fund the production of updated Community Wildfire Protection Plans (CWPP) in Areas A and B within CCRD jurisdiction.

AND THAT CCRD Administration work with Heiltsuk and Wuikinuxv Nations' leadership to coordinate this planning process in areas of their jurisdiction, if desired to include Bella Bella and Rivers Inlet/Wuikinuxv Village in the final CWPP areas of interest. **CARRIED**

(t) Request for Decision: UBCM Community Resiliency Investment Fund – Letter of Support for Nuxalk Nation

19-11-38 M/S Directors Kennedy/Northeast THAT the Request for Decision – UBCM Community Resiliency Investment Fund – Letter of Support for Nuxalk Nation be received. **CARRIED**

19-11-39 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District supports Nuxalk Nation in their sole funding application to the CRI funding call for a project that includes FireSmart Planning, training, and educational activities for the entire Bella Coola Valley to be administered under framework of the Nuxalk Nation/CCRD/EMBC Emergency Management MOU;

AND THAT Administration is directed to provide Nuxalk Nation with a letter of support toward the same. **CARRIED**

(u) Request for Decision: Wuikinuxv Emergency (Tsunami) Sirens

19-11-40 M/S Directors Bertrand/Kennedy THAT the Request for Decision – Wuikinuxv Emergency (Tsunami) Sirens be received. **CARRIED**

19-11-41 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District supports the Wuikinuxv Nation's application to the ISC's Emergency Management Non-Structural Mitigation and Preparedness Program to fund an early warning tsunami siren system in the Wuikinuxv Village. **CARRIED**

(v) Request for Decision: Volunteer Fire Department Equipment Funding

19-11-42 M/S Directors Kennedy/Hall THAT the Request for Decision – Volunteer Fire Department Equipment Funding be received. **CARRIED**

19-11-43 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District supports the application of the Bella Coola, Noosatsum, and

Wuikinuxv Fire Departments to the UBCM Community Emergency Preparedness Fund (CEPF)'s Volunteer and Composite Fire Department Equipment and Training Program for \$25,000 worth of new personal safety and firefighting equipment per department. **CARRIED**

19-11-44 M/S Directors Bertrand/Kennedy THAT the Board of Directors require that the CCRD donate unwanted fire suppression equipment to the Denny Island Community Development Association in trust for firefighting and the establishment of a CCRD Fire Service area;

AND THAT this resolution be revisited following the vote to establish a Fire Service on Denny Island. **CARRIED**

(w) Bella Coola Emergency Response Meeting Notes from October 24, 2019

19-11-45 M/S Directors Hall/Kennedy THAT the Bella Coola Emergency Response Meeting Notes from October 24, 2019 meeting be received. **CARRIED**

(x) Summary of participation in Emergency Preparedness and Business Continuity Conference in Vancouver October 28-31, 2019

19-11-46 M/S Directors Northeast/Hall THAT the Summary of participation in Emergency Preparedness and Business Continuity Conference in Vancouver October 28-31, 2019 be received. **CARRIED**

GOVERNANCE

(y) Vancouver Island Regional Library – 2020 Appointee

19-11-47 M/S Director Northeast THAT the Vancouver Island Regional Library – 2020 Appointee documents be received. **CARRIED**

19-11-48 M/S Directors Northeast/Hall THAT the Board of Directors of the Central Coast Regional District appoint Director Kennedy to the VIRL Board of Trustees. **CARRIED**

19-11-49 M/S Directors Hall/Kennedy THAT the Board of Directors on the Central Coast Regional District appoint Director Schooner as alternate to the VIRL Board of Trustees. **CARRIED**

Director Northeast nominated Director Kennedy to the Vancouver Island Regional Library Board of Trustees.

Director Hall nominated Chair Schooner as the alternate to the Vancouver Island Regional Library Board of Trustees.

The Board of Directors resolved that Director Kennedy of Area C is the representative for the

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Vancouver Island Regional Library Board of Trustees and Director Schooner is the alternate to the same board of trustees.

(z) AVICC Call for Nomination 2020

- 19-11-50 M/S Directors Kennedy/Northeast** THAT the AVICC Call for Nomination 2020 documents be received. **CARRIED**
- 19-11-51 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District appoint Director Hall to the AVICC Executive for the 2020/2021 term. **CARRIED**

Director Kennedy nominated Director Hall for Director at Large for the AVICC 2020, Director Northeast seconds the nomination. Director Hall accepted the nomination.

A recess was taken at 5:38 p.m. for dinner break.

The meeting reconvened at 5:59 p.m.

- (aa) Correspondence for Information: UBCM Convention Session on September 23, 2019 letter from Josh van Loon, Senior Policy Analyst**
- (bb) Correspondence for Information: Congratulatory letter from Todd G. Stone, MLA**
- (cc) Correspondence for Information: Thank you letter from Minister Selina Robinson**
- (dd) Correspondence for Information: Thank you letter from Minister Clair Travena**
- (ee) Correspondence for Information: The Coast Sustainability Trist II 2019 Third Quarter Report**
- (ff) Correspondence for Information: Investigating Lead in some Canadian water worse than flint**
- 19-11-52 M/S Directors Kennedy/Northeast** THAT the Correspondence for Information: UBCM Convention Session on September 23, 2019 letter from Josh van Loon, Senior Policy Analyst, Correspondence for Information: Congratulatory letter from Todd G. Stone, MLA, Correspondence for Information: Thank you letter from Minister Selina Robinson, Correspondence for Information: Thank you letter from Minister Claire Travena, Correspondence for Information: The Coast Sustainability Trist II 2019 Third Quarter Report, Correspondence for Information: Investigating Lead in some Canadian water worse than flint be received as a group. **CARRIED**
- (gg) Correspondence for Information: Deadline Extension Request – Community Child Care Space Creation Program**
- 19-11-53 M/S Directors Northeast/Kennedy** THAT the Correspondence for Information: Deadline Extension Request – Community Child Care Space Creation Program letter be received. **CARRIED**

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(C) EXECUTIVE REPORTS

a. Electoral Area Reports

Chair and Area E Report: Chair Schooner

Chair Schooner acknowledged the Board and presented his verbal report as follows.

Chair Schooner shared that he started his 4th Year Carpentry Apprentice program through Camosun College, and that is what is taking his time right now. Chair Schooner advised the Board that he won't be able to make the December 2019 meeting because he will be writing his 4th year final exam. He thanked the Board for understanding.

Chair Schooner thanked the Board for having him as Chair again and shared that he is very honored to work alongside the rest of the Board.

Area A Report: Director Bertrand

Director Bertrand thanked the Chair and presented his verbal report as follows.

Ocean Falls – Director Bertrand advised the Board that the rainy season has started in the Great Bear Rainforest. He noted that Ocean Falls is currently experiencing some flooding in the old town by the mill sites. Director Bertrand explained his understanding that there are some culverts in the mountain that had been dug out for drainage, which are now overgrown and are causing problems. There are creeks draining down through properties. Now that it is the winter, residents are posting Facebook videos of the water coming through properties. The old church on a rainy day has 4" of water underneath it. Residents are very upset and one is threatening legal action. According to the Ocean Falls Improvement District they are focusing on getting the water system potable again and do not have the capacity to deal with the matter at this time. There is a lot of concern around this. Director Bertrand encouraged the Board to join the Ocean Falls "Embers amongst the Ashes" Facebook page that will show the flooding occurring.

Denny Island – Director Bertrand shared with the Board his understanding that Denny Island recently received a resignation from a significant volunteer firefighter due to the naming of the fire department 'the Shearwater Fire Department.' There has been an expression of reluctance among the local population to deal with a corporately run fire department on Denny Island. Director Bertrand thanked the Board for their support in conducting a feasibility study next year toward potentially establishing a fire department service area for Denny Island.

Director Bertrand shared details of his participation in Remembrance Day Ceremony at the Denny Island Cenotaph where he laid a wreath on behalf of the CCRD. Director Bertrand shared with the Board that his son attended the Ceremony with him and they went to the toy store on Denny Island and purchased balloons and filled them with helium and during amazing grace he let one go. Everyone was very moved and noted his participation was much appreciated.

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19-11-54 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District approve the expenditures for Remembrance Days Wreaths at Bella Coola and Denny Island. **CARRIED**

Director Bertrand noted that he did not have anything to report regarding the Wuikinuxv community as this time.

Area B Report: Director Hall

Director Hall thanked the Chair and presented his verbal report as follows.

Director Hall advised the Board that there was a successful turn out at the Traditional Heiltsuk Big House opening that lasted for 5 days in October. He noted that Heiltsuk Nation also incorporated a recognition treaty between Haida Nation and Heiltsuk Nation into the ceremonies. Director Hall shared that part of the acknowledgement involved Haida constructing a totem pole with the story about the relationship between Haida and Heiltsuk Nation. The pole is erected in front of the Big House. Director Hall noted that the Heiltsuk Big House is allowing his Nation to conduct traditional Hemas practices, and they now have an actual chiefs' room in the back of the big house. Director Hall shared that there is also a governance structure that aligns with the big house involving a MOU between the Chiefs and the Nation. Director Hall noted that the best part of it all is just being there.

Director Hall shared that he is looking forward to another year with UBCM. He advised the Board that UBCM appointed him Chair of the Indigenous Relations Committee, and that he was looking forward to continuing the work as Chair, as he had been a member of the committee last term. He noted that everyone went away from the recent meetings with a very positive experience. He advised the Board that when the Committee discussed Financing Reconciliation it was from the Minister's perspective. Director Hall noted the value of accessing other group's perspectives and what they have to say about indigenous knowledge.

Director Hall thanked the Board for their nomination of him to serve on the AVICC executive.

Area C Report: Director Kennedy

Director Kennedy thanked the Chair and presented her verbal report as follows.

Director Kennedy advised the board that after the meeting in October she met with the Agriculture Society and discussed Nuxalk College's Grant Application for a Community Kitchen which they are in full support of and they are going to apply to the same fund in the next intake.

Director Kennedy reported that she also attended the Pool Commission meeting.

Director Kennedy shared that there is a new improve group in the community which is fun, weekly.

Director Kennedy advised the Board that she went to the CCCTA AGM in Barkerville and Wells, BC. It was an excellent meeting. Director Kennedy advised that Board that she currently the Vice Chair of the CCCTA. Chris Nelson was also elected to the Board. She noted that the region has a

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lot of representation on the Board as the North Cariboo is not currently represented on the CCCTA Board at all. A lot of speakers spoke about running a tourism business. Director Kennedy noted that she met Tim Miln while at the AGM and had a discussion with him to about how we are being represented and make sure that there the pathways of communication are open and that we are all on the same team, noting he was very receptive to the discussion. Director Kennedy shared that she had invited him to be a delegation at a CCRD to Board meeting so that he and the Board could chat about our representation. Director Kennedy also advised that she had the opportunity to meet the new Indigenous Tourism Coordinator, who works with Indigenous BC and the CCCTA in a new position, and noted it would also be great if she came down to Bella Coola and gave a delegation to the Board.

Director Kennedy shared that she hosted a couple different workshops in Bella Coola through the CCCTA. One workshop was Remarkable Experiences, which is all about starting up businesses and thinking outside the box, how to diversify and market and who we would like to attract as far as experiencers of what the region has to offer. The other workshop was called Grow with Google.

Director Kennedy also advised the Board that she and Chair Schooner attended the Remembrance Day Ceremony in Bella Coola on Monday November 11 noting it was a beautiful ceremony. Director Kennedy expressed community admiration that the ceremony included bag pipes, a parade and a performance of The Last Post, and though it was pouring rain it was a huge turnout.

In December Director Kennedy noted she will be attending the Vancouver Island Regional Library Meeting in Nanaimo and she will be stopping in Williams Lake for a workshop there.

Director Kennedy advised the Board she will also be attending the upcoming Bear Human Conflict Safety Committee meeting.

Director Kennedy advised the Board of upcoming events happening in the Bella Coola Valley including the Arts and Crafts Fair on November 30 and December 1 at Lobelco Hall and Rudolph rock on December 14 at Lobelco Hall.

Director Kennedy shared with the Board that she is getting lots of great feedback on the website.

Area D Report: Director Northeast

Director Northeast thanked the Chair and presented his verbal report as follows.

Director Northeast stated that it's been a very busy time at Nuxalk College. Since the previous Board meeting he has attended 2 meetings with the First Nation's School Association and Indigenous Adult Higher Learning Association. Director Northeast advised the Board that he has been working on a number of development projects for Nuxalk College that he believes will benefit the whole community. He further advised that Nuxalk College has been working on an implementation plan for bringing forward hopes and dreams of having a new building in a few years. Director Northeast further advised that Nuxalk College is also looking at creating an artists' collective program and are working on projects to digitize a number of language resources that

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otherwise could be lost in a few years noting that Nuxalk College has been working in collaboration with WKNTC on the language project.

Director Northeast advised that Nuxalk College has put in a funding application for a Community Kitchen and has received all sorts of support from community groups. Nuxalk College would like to be able to run a soup kitchen once a week, be able to teach food preservation, and be able to do training for the hospitality industry, while having better facilities to continue their catering business.

Director Northeast thanked Chair Schooner for allowing his name to stand for another year as CCRD Chair. Director Northeast thanked Director Hall for the opportunity to work with him as the previous Vice Chair and congratulated Director Kennedy on becoming to the new CCRD Vice Chair.

Director Northeast shared that his office is right next to where the GIS Training was taking place and he was able to witness the CCRD sponsored training that was taking place. Director Northeast noted that he was very impressed with the instructors' professionalism, courtesy and respect in delivering the program and particularly their flexibility in accommodating for some protocol issues that arose from a passing in the community.

Director Northeast advised the Board that he does appreciate constituents reaching out to him regarding their issues or concerns. He was asked about the share shed a couple weeks ago and how we might make some improvements. He is looking forward to making the share shed more effective in keeping things out of the landfill. Director Northeast advised that another constituent asked about the proposed dissolution of the Hagensborg Water Improvement District and the conversion. I am thankful for the opportunity to learn about the process and help as things move along. Director Northeast advised that yet another constituent concerned about flood mitigation asked about whether the CCRD was still moving forward with LiDar mapping and Director Northeast was pleased to have been able to seek clarification from Administration and confirm that the project was still moving forward.

Director Northeast thanked the Board for all their hard work that they have been doing.

(D) BYLAWS AND POLICIES

a) Bylaws for Review, Revision, Rescind or Adoption

1) Procedures Bylaw No. 467

19-11-55 M/S Directors Bertrand/Northeast THAT the Procedures Bylaw No. 490 cited as the Central Coast Regional District Board Meeting Procedures Bylaw having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed, and signed by the Chair and the Person responsible for corporate administration. **CARRIED**

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2) Untidy & Unsightly Premises Regulation Establishment Bylaw No. 45

The Board discussed the importance of taking a holistic and regional approach to the challenge of derelict properties in the region. The Board further discussed their preference to take steps to rescind the current bylaw and begin afresh with a bylaw they are confident meets current legislative norms and requirements. The Board noted that the recent complainant citing a violation of the antiquated bylaw should be notified that the Board takes the matter of derelict property seriously and when it is realistic to enforce a bylaw not only in the Bella Coola Valley but in Ocean Falls, the CCRD will be revisiting options under the current legislation.

19-11-56 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District directs Administration to investigate and report back to the Board on steps to properly repeal the bylaw;

AND THAT the Board of Directors directs Administration to notify to the complainant accordingly. **CARRIED**

Need to do a conversion on Bylaw 45. Patent Bylaw.

b) Policies for Review, Revision, Rescind or Adoption

1) Policy A-34 Retention and Destruction of Audio Recordings

19-11-57 M/S Directors Hall/Kennedy THAT the Policy A-34 Retention and Destruction of Audio Recordings be amended to state that audio recordings of regularly scheduled board meetings are considered transitory records and will be destroyed up to seven (7) years after production. **CARRIED**

2) Policy A-35 Establishment of New Voluntary Services

19-11-58 M/S Directors Bertrand/Northeast THAT the Policy A-35 Establishment of New Voluntary Services be reviewed and approved. **CARRIED**

3) Policy E-1 Committee/Commission Reporting Requirements

19-11-59 M/S Directors Bertrand/Kennedy THAT Policy E-1 Committee/Commission Reporting Requirements Preamble be amended to say "responsible to its constituents" rather than "taxpayers." **CARRIED**

4) Policy E-2 Drinking and Driving – Road Sense

19-11-60 M/S Directors Hall/Northeast THAT the Policy E-2 Drinking and Driving – Road Sense be rescinded as recommended. **CARRIED**

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5) Policy E-4 Perspective on Board Operation

- 19-11-61 M/S Directors Hall/Kennedy** THAT the Policy E-4 Perspective on Board Operations be reviewed and approved. **CARRIED**

6) Policy E-7 Ethical Standards of Conduct for Elected Officials

7) Policy E-8 Respectful Workplace

- 19-11-62 M/S Directors Bertrand/Kennedy** THAT the Policy E-7 Ethical Standards of Conduct for Elected Officials and Policy E-8 Respectful Workplace to be tabled to the February 2020 Board Meeting. **CARRIED**

- 19-11-63 M/S Directors Hall/Bertrand** THAT the Board of Directors of the Central Coast Regional District remove No.15 from Policy E-7 "Principals of the United Nations Declaration on the Rights of Indigenous People"

AND THAT a new standalone UNDRIP policy be developed. **CARRIED**

8) Policy E-9 Directors Travel to Board Meetings

- 19-11-64 M/S Directors Hall/Kennedy** THAT the Policy E-9 Directors Travel to Board Meetings be reviewed and approved. **CARRIED**

9) Policy A-3 Office Security & File Security

- 19-11-65 M/S Directors Bertrand/Kennedy** THAT the Policy A-3 Office Security and File Security amend with the recommended adjusted amendments. **CARRIED**

10) Policy A-5 (a) Prerequisites for Agenda Items – Responding to Complaints

11) Policy A-5 (b) Board Meeting Agenda

12) Policy A-9 (a) Facilities Inspections Policy – Airport Operations

13) Policy A-9 (c) Facilities Inspections Policy – General

14) Policy A-10 Filing Disclosures

15) Policy A-20 Disposal of Assets

16) Policy A-21 Use of Flood Mitigation Resources

17) Policy A-22 Safety Management Policy – Bella Coola Airport

18) Policy A-27 Disaster Recovery Plan – Information Technology

- 19-11-66 M/S Directors Bertrand/Hall** THAT Items D) (b) 10-18 be tabled to the December 12, 2019 Board Meeting. **CARRIED**

19) Policy F-17 Grant In Aid

Director Bertrand declared a conflict of interest affecting impartiality in consideration of Policy F-17 Grant in Aid:

"With regards to Administration getting feedback from my wife Jess Housty on Policy F-17 Grant In Aid application the matter in item D) (b) 19) Policy F-17 Grant In Aid I disclose that I have an association with the individual providing advice to Administration. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly."

19-11-67 M/S Directors Bertrand/Hall THAT the Policy F-17 Grant In Aid Policy be tabled to the December 2019 Board Meeting and direct staff to inform recipients of this year's funding of the reporting requirements;

AND THAT that the policy is under review and the board will consider final amendments at the December 2019 Board meeting.

CARRIED

(F) ADJOURNMENT

19-11-68 M/S Directors Hall/Northeast THAT the meeting be adjourned.

CARRIED

There being no further business the meeting was adjourned at 7:37 p.m.

Chair

Chief Administrative Officer



Central Coast REGIONAL DISTRICT

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Board of Trustees
Hagensborg Water Improvement District
c/o Diane Skelly, Trustee/CAO
drz57@hotmail.com

December 2, 2019

Dear Trustees of the Hagensborg Water Improvement District,

RE: Meeting Request Resolution and HWD Next Steps

As you know, during their November regular meeting, the CCRD Board released the following resolution:

THAT the Board of Directors of the Central Coast Regional District directs administration to write a letter to the Hagensborg Waterworks District Board of Trustees requesting their full board attend the next regular board meeting of the CCRD Board to discuss the result of their poll.

Upon further reflection and review, I note that CCRD's meeting procedures bylaw does not contemplate how to document or manage a meeting of the nature resolved upon by our Board. I plan to raise the matter with our Board during their December meeting to seek further guidance on how they wish to proceed and to further advise our Board on possible options for a Special Meeting once I have gathered further information on correct process. CCRD will follow up with HWD once we have better clarity.

Thank you for your correspondence on November 20, 2019 advising that HWD's referendum ballot will take place on Tuesday, December 3rd at 10 am.

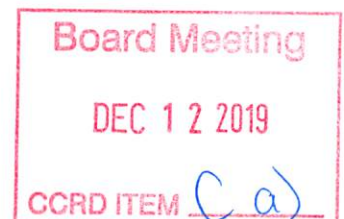
As the Central Coast Regional District will have obligations to address once the Hagensborg Water Improvement District determines its course of action, I ask that we hear formally from the Board of Trustees by February 2, 2019 as to HWD's next steps.

Should the Board of Trustees have an opportunity to consider the results of the ballot and your next steps that you might wish to share with the CCRD Board you would of course be welcome to submit a delegation request in any case and provide a presentation to the CCRD Board at their next meeting. The agenda cut-off date is December 5, 2019 at 4:30 pm. We would require the delegation request by then.

Sincerely,

Courtney Kirk
Chief Administrative Officer
Central Coast Regional District

PO Box 186, Bella Coola, BC, V0T 1C0





Central Coast

REGIONAL DISTRICT

Delegation Form

Date of Application

Board Meeting Date

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

Address

Number of people attending

Spokesperson Name

Subject of presentation**Purpose of presentation**

- information only
- requesting a letter of support
- other
(provide details below)

Contact person (if different than above)**Daytime telephone number****Email address****Will you be providing supporting documentation?**

- yes
- no

***Delegations will have a maximum of 15 minutes to make their presentation to the Board.
Delegation speakers, please be advised that: All questions and answers during a***

delegation must only be directed or received to Board members. No questions are to be directed or received from the public.

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Submit



To: Board of Directors, CCRD
CC: Courtney Kirk, CAO
From: Destiny Mack, EA
Meeting Date: December 12, 2019
Subject: Outer Coast Meeting 2020

Recommendation:

THAT the Board of Directors of the Central Coast Regional District resolve that the Outer Coast Board meeting be held in Bella Bella in 2020.

Issue/Background Summary:

2018 Outer Coast Board Meeting was held in Bella Bella
2019 Outer Coast Board Meeting was held in Wuikinuxv.

Policy, Bylaw or Legislation:

Board Meeting Procedures Bylaw

Financial/Budgetary Implications:

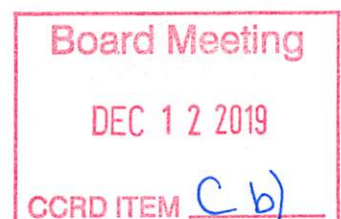
Time Requirements – Staff and Elected Officials:

Administration to book travel for Bella Coola Directors

Options to Consider:

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer





To: Board of Directors, CCRD

CC: Courtney Kirk, CAO

From: Destiny Mack, EA

Meeting Date: December 12, 2019

Subject: 2020 Board Meeting Calendar

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve the 2020 board meeting calendar.

AND THAT the Board of Directors of the Central Coast Regional District approves Friday June 19, 2020 in lieu of National Indigenous Peoples Day June 21, 2020 landing on a Sunday.

Issue/Background Summary:

National Indigenous Peoples Day falls on a Sunday in 2020.

Policy, Bylaw or Legislation:

Policy A-2 Office Hours & Period of Closure
Policy A-29 5.04 Public Holidays - National Indigenous Peoples Day

Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

Options to Consider:

1. Approve Friday June 19, 2020 off in lieu of Sunday June 21, 2020.
2. Not Approve Friday June 19, 2020 and approve Monday June 22, 2020 in lieu.

Submitted by: DMack
Destiny Mack, Executive Assistant

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

Board Meeting
 DEC 12 2019
 CCRD ITEM C c)

2020

January						
Su	Mo	Tu	We	Th	Fr	Sa
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12	13	14	15	16	17	18
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29	30	31				

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31						

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November						
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29	30					

December						
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27	28	29	30	31		

Board Meetings

UBCM September 21-25, 2020

AVICC April 17-19, 2020

Chair/CAO Forum March 24 & 25, 2020

CAO Forum February 25-27, 2020

LGLMA May 6-8, 2020

Electoral Area Directors Forum February 4 & 5, 2020

Jan 1 - New Year's Day

Feb 17 - Family Day

Apr 10 - Good Friday

Apr 13 - Easter Monday

May 18 - Victoria Day

Jun 21 - Nat. Ind. People's Day (June 19 In Lieu)

Jul 1 - Canada Day

Aug 1 - BC Day

Sep 7 - Labour Day

Oct 12 - Thanksgiving Day

Nov 11 - Remembrance Day

Dec 25 - Christmas Day

Dec 26 - Boxing Day (Dec 28 in Lieu)



To: Board of Directors, CCRD

CC: Courtney Kirk, CAO

From: Destiny Mack, EA

Meeting Date: December 12, 2019

Subject: Letter Head, E-Signature, Business Cards – New Logo with or without Tagline

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve the letter head, e-signature, and business cards logo with tagline.

Issue/Background Summary:

An email was sent out for the Board to Poll on which option to choose and the Majority Board Vote went to #2. Whichever option the board decides on will be used for letters, invoices, emails, etc.

Policy, Bylaw or Legislation:

N/A

Financial/Budgetary Implications:

Papyrus Printing is charging \$60/hr to make any changes, additions, etc.

Time Requirements – Staff and Elected Officials:

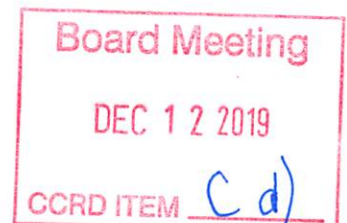
Executive Assistant to place the final order of letterhead, 14 e-signatures, and 13 business cards, once the board decides which to use.

Options to Consider:

- Option 1 - Choose # 1. Logo without Tagline
- Option 2 - Choose #2. Logo with Tagline

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer



1.



Central Coast
REGIONAL DISTRICT

2.



Central Coast
REGIONAL DISTRICT
So that we may be good people together

3.



Central Coast
REGIONAL DISTRICT
So that we may be good people together

4.



Central Coast
REGIONAL DISTRICT
So that we may be good people together

2018 Board of Directors

Electoral Area A Director Frank Johnson
(Outer Coast—Ocean Falls, Denny Island, Wuikinuxv)

Electoral Area B Director Travis Hall
(Outer Coast—Bella Bella/Waglisla)

Electoral Area C Director Alison Sayers
(Augsburg Church east to Tweedsmuir Park)

Electoral Area D Director Richard Hall
(Tatsquan Creek east to Augsburg Church, including town site reserve)

Electoral Area E Director Samuel Schooner
(Bella Coola town site)

Personnel

Courtney Kirk, Chief Administrative Officer

Rose Liu, Chief Financial Officer (May—)

Ken McIlwain, Operations Manager

Destiny Mack, Executive Assistant (March—)

Cheryl Vaa Vaai, Administrative Assistant (May—)

Wendy Kingsley, Administrative Assistant (January—March)

Matthew Wheelock, Community Economic Development Officer (October—)

Bridget Horel, Community Economic Development Officer (January—April)

Evangeline Hanuse, Governance Intern (June—)

Contact Us

Website: www.ccrd.ca

Facebook: [centralcoastregionaldistrict](https://www.facebook.com/centralcoastregionaldistrict)

Phone: 250-799-5291 Fax: 250-799-5750

Location: 626 Cliff Street, PO Box 186
Bella Coola, BC, V0T 1C0

Check out our website for current events and additional information. Monthly agendas, board meeting minutes and supporting documentation are updated regularly. Follow us on Facebook for current announcements and community information

Strategic Priorities for 2019

Welcome New CCRD Board Members!

On November 8, 2018 the newly elected Board of Directors was sworn in:

Electoral Area A: Director Daniel Bertrand

Electoral Area B: Vice Chair/Director Travis Hall

Electoral Area C: Director Jayme Kennedy

Electoral Area D: Director Lawrence Northeast

Electoral Area E: Chair/Director Samuel Schooner

Looking Ahead To 2019

The **2019-2022 Strategic Priorities** identified by the new Board of Directors are: Good Governance and Administration, Building Our Capacity, Improving Our Infrastructure, and Effective Community Planning.

Governance and Advocacy

CCRD will develop a workshop jointly with Alberni Clayoquot Regional District and UBCM on inclusive local governance with First Nations at the 2019 UBCM Annual Convention and continue to advocate for needed change to the *Local Government Act* and service delivery fiscal framework.

Infrastructure Improvements

Improvement work will continue at the Bella Coola Airport, planning and development will continue for upgrades at the Centennial Pool, and on-the-ground work will begin on the Denny Island Water System.

Community Economic Development and Planning

CCRD will launch a new website in 2019, along with rebranding and hiring a local artist to develop a new logo.

Emergency Management Partnership

CCRD anticipates signing and formalizing of an MOU with Nuxalk Nation and Emergency Management BC for delivery of emergency management services in the Bella Coola Valley.



1968-2018

Central Coast Regional District

2018 Annual Report

Our Vision

Our vision for the Central Coast Regional District is an inclusive, resilient and sustainable group of communities thriving within a diverse, locally influenced economy within a safe, healthy and natural environment.

Our Mission

To foster the sustainable socioeconomic and environmental well-being of the Central Coast through the professional and efficient delivery of mandated regional and community services.

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**Chair of the Board Report:
 2018 Highlights and Accomplishments**



*January—October 2018 Board

During 2018, a local government election year and CCRD's 50th year of providing services, the CCRD Board strategically prioritized service improvement in three critical areas: Emergency Preparedness, Governance, and Infrastructure, including:

Partnership building with Nuxalk Nation in emergency management services, and extensive advocacy toward a new memorandum of understanding between Nuxalk Nation, CCRD and Emergency Management BC.

Advocacy with provincial and federal governments toward more inclusive local governance that better enables First Nation involvement in local government, including successful endorsement of a CCRD resolution at the 2018 UBCM convention.

Preparing for upgrades to the Centennial Pool, continuing major work at the Bella Coola Airport to comply with Transport Canada regulations, and preliminary work for a new water system on Denny Island.

Much of this work will carry over into 2019, with the newly elected board at the helm! It's been an honour to serve as Chair of CCRD, and I wish the new board all the best in their endeavours.

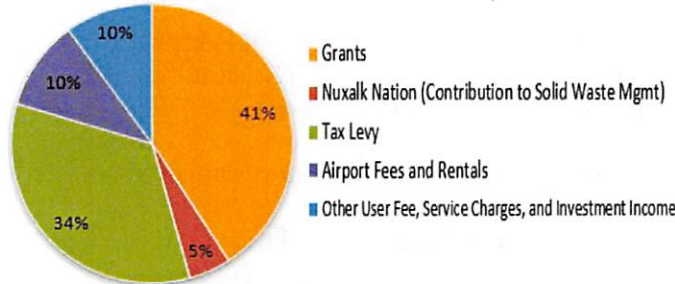
Alison Sayers
 Central Coast Regional District
 Chair, Director Area C

We look forward to carrying on the excellent work of the former board to support the wellbeing and development of the central coast communities.

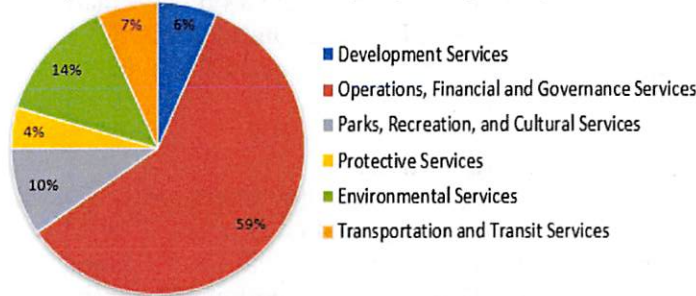
Samuel Schooner, Area E, Chair 2018/2019

**Central Coast Regional District
 Revenue & Expenditures**

Revenue 2018 (\$2,192,507)



Expenditures 2018 (\$1,703,521)



Average Residential Property Tax			
Paid to CCRD			
Location	2016	2017	2018
Area A	\$258	\$263	\$253
Area B	\$637	\$649	\$634
Area C	\$554	\$581	\$626
Area D	\$452	\$471	\$513
Area E	\$239	\$240	\$258
* Includes 5.25% collection fee to Surveyor of Taxes			

Service Delivery Summary

Governance and Advocacy

In 2018, board and staff continued to advocate for improved service delivery through several means, including promotion of a federal payment strategy built on s. 36 of Canada's *Constitution Act, 1982*. This included garnering nearly unanimous support through resolution from the membership of UBCM. Dialogues with Nuxalk, Heiltsuk, Wuikinuxv, and Kitasoo/Xai'Xais Nations on a potential feasibility study for electoral boundary adjustment were prioritized and initiated.

Service Delivery Summary cont.

General Operations

CCRD celebrated Donna Mikkelson's 25 years of public service with the CCRD upon her retirement as Chief Financial Officer. Administration welcomed a new Chief Financial Officer, Rose Liu Adam. CCRD Administration also welcomed Destiny Mack and Cheryl VaaVaai in support roles and thanked Wendy Kingsley for her years of service at CCRD. Administration had the pleasure of hosting Nuxalk Nation Governance Intern Evangeline Hanuse who supported various CCRD services and the 2018 local election in her grant funded role.

Infrastructure

Solid Waste Management: Construction of the transfer station and recycling centre at Thorsen Creek was completed. CCRD celebrated the opening and 50 years of service delivery by distributing recycling bins stamped with the CCRD's 50th anniversary logo.

Denny Island Water System: Funding was awarded from the Strategic Priorities Fund for a water system project on Denny Island. Consultation began with Denny Island community members to determine support for the system to be developed and installed.

Bella Coola Airport: Land clearing, timber felling, and seeding continued throughout 2018 as part of the Obstacle Removal Project started in 2016 to comply with Transport Canada regulations. Funding was awarded to the CCRD through Rural Dividend and the British Columbia Air Access program to complete the project and execute tourism oriented upgrades.

Centennial Pool: Funding was awarded from the Strategic Priorities Fund for a Centennial Pool Renewal Project. Public input was solicited on several aspects of planned upgrades for Centennial Pool. The timeline for commencement of this work will be based on contractor availability and the tendering process.

Economic Development

The CCRD said a fond farewell to outgoing Community Economic Development Officer Bridget Horel and welcomed Matthew Wheelock as the CCRD's new CEDO. Grant funding was awarded to CCRD for a new Regional Marketing and Website Design Project.

Emergency Preparedness

Updates to the CCRD Emergency Response Coordination Plans were completed and adopted by the Board. With funding secured from the 2017 wildfire recovery programs, a new Disaster Recovery Plan was developed and adopted. All grant funding applied for in 2017 was awarded and implementation discussions begun for Emergency Operations Centre and Emergency Support Services training, Bella Coola Valley Flood LiDAR Survey and Orthoimagery, and Bella Coola River and Tributaries Risk Assessment projects among others. Efforts continued to build a new emergency program management relationship between CCRD, the Nuxalk Nation and EMBC that CCRD hopes to replicate throughout the region in partnership with outer coast communities.

Parks and Recreation

In addition to preliminary work for pool upgrades (see above), the trail system at the Snootli Regional Park was expanded.



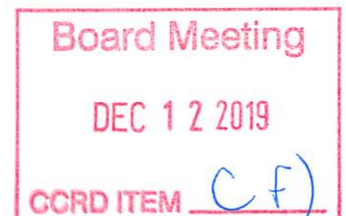
Central Coast

REGIONAL DISTRICT

Financial Plan 2020-2024
Preliminary Annual Budget 2020
December 12, 2019

Page:

1. Tax Requisition Summary by Function/Service
2. Converted values by Property Class by Electoral Area
3. Assessment and Limits by Function/Service
4. 2020 Preliminary Budget Comparison with 2019 Adopted Budget



CENTRAL COAST REGIONAL DISTRICT
TAX REQUISITION SUMMARY BY FUNCTION
FINANCIAL PLAN 2020

	DI&OF	B Bella	Upper H	Lower H	Townsite				
	Area A	Area B	Area C	Area D	Area E	Total EA	LSA	Total	%
<u>Administrative Services</u>									
A - General Operations	\$ 118,183	\$ 3,473	\$ 103,304	\$ 58,309	\$ 22,345	\$ 305,614		\$ 305,614	35.9%
B - Grants in Aid	\$ 5,882	\$ 173	\$ 5,141	\$ 2,902	\$ 1,112	\$ 15,210		\$ 15,210	1.8%
C - Feasibility Fund	\$ 3,867	\$ 114	\$ 3,380	\$ 1,908	\$ 731	\$ 10,000		\$ 10,000	1.2%
<u>Development Services</u>									
D - Economic Development	\$ 28,594	\$ 840	\$ 24,994	\$ 14,108	\$ 5,406	\$ 73,942		\$ 73,942	8.7%
E - Land Use Planning	\$ 11,601	\$ 341	\$ 10,141	\$ 5,724	\$ 2,193	\$ 30,000		\$ 30,000	3.5%
F - Valley Street Lighting			\$ 3,312	\$ 1,869	\$ 716	\$ 5,898		\$ 5,898	0.7%
<u>Environmental Services</u>									
G - Solid Waste Management			\$ 61,772	\$ 34,866	\$ 13,362	\$ 110,000		\$ 110,000	12.9%
<u>Leisure Services</u>									
H - Parks & Recreation - Bella Coola			\$ 18,155	\$ 10,247	\$ 3,927	\$ 32,329		\$ 32,329	3.8%
I - Recreation - Denny Island	\$ 4,532					\$ 4,532		\$ 4,532	0.5%
J - Swimming Pool			\$ 37,401	\$ 21,110	\$ 8,090	\$ 66,601		\$ 66,601	7.8%
K - Vancouver Is. Regional Library	\$ 24,114	\$ 709	\$ 21,078	\$ 11,897	\$ 4,559	\$ 62,358		\$ 62,358	7.3%
<u>Protective Services</u>									
L - Emergency Management	\$ 28,741	\$ 845	\$ 25,123	\$ 14,180	\$ 5,434	\$ 74,323		\$ 74,323	8.7%
M - Emergency Management Initiatives						\$ -		\$ -	
N - House Numbering			\$ 620	\$ 350	\$ 134	\$ 1,104		\$ 1,104	0.1%
<u>Transportation Services</u>									
O - Airport - Bella Coola			\$ -	\$ -	\$ -	\$ -		\$ -	0.0%
P - Airport - Denny Island	\$ 9,973					\$ 9,973		\$ 9,973	1.2%
<u>Local Area Services (LSA)</u>									
Q - Fire Protection (Area E+)							\$ 36,385	\$ 36,385	4.3%
R - Street Lights (Area E)							\$ 13,589	\$ 13,589	1.6%
TOTAL (2020)	235,487	6,494	314,421	177,471	68,011	801,884	49,974	851,858	100.0%
Current % of Total Tax Levy	29.4%	0.8%	39.2%	22.1%	8.5%	100.0%			
Last Year (2019)	202,221	5,492	283,651	159,506	61,417	712,287	47,974	760,261	Increase
Last year % of Total Tax Levy	28.4%	0.8%	39.8%	22.4%	8.6%	100.0%			12.0%

CENTRAL COAST REGIONAL DISTRICT
 CONVERTED VALUES BY PROPERTY CLASS

FINANCIAL PLAN 2020	DI&OF	B Bella	Upper H	Lower H	Townsite			
PROPERTY CLASS	Area A	Area B	Area C	Area D	Area E	Total	%	Last Year %
01 Residential	4,313,569	186,110	7,265,885	3,938,367	772,285	16,476,216	67.0%	63.8%
02 Utilities	2,664,970	55,195	238,945	120,995	30,030	3,110,135	12.6%	16.2%
04 Major Industry			124,644			124,644	0.5%	0.5%
05 Light Industry	509,354		25,024	28,118	5,236	567,732	2.3%	2.4%
06 Business/Other	1,904,217	38,318	435,499	500,890	991,576	3,870,500	15.7%	15.4%
07 Managed Forest	56,280		177,300	71,790		305,370	1.2%	1.2%
08 Recreation/Non Profit	64,070		38,400	21,640		124,110	0.5%	0.4%
09 Farm	3,034		11,837	12,939		27,810	0.1%	0.1%
TOTAL	9,515,494	279,623	8,317,534	4,694,739	1,799,127	24,606,517	100	1
% of Total	38.7%	1.1%	33.8%	19.1%	7.3%	100.0%		
Last Year (2019)	9,515,494	279,623	8,317,534	4,694,739	1,799,127	24,606,517		
% of Total	38.7%	1.1%	33.8%	19.1%	7.3%	100.0%		
Increase/decrease	-	-	-	-	-	-		
%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		

Prepared: Ye-Ne Byun
 Dec 12 2019

Converted Values are obtained from BC Assessment Authority Mar 19, 2019

Dec 12 2019

ASSESSMENT AND LIMITS BY SERVICE
FINANCIAL PLAN 2020
 (RG731, RG735)

	Converted	(Limits)	% of Total	
	Value Assessments	Land & Improvements	Assessments	Tax Levy
ASSESSMENT BY AREA				
Electoral Area A	\$ 9,515,494	\$ 60,878,955	38.7%	\$ 235,487
Electoral Area B	\$ 279,623	\$ 2,175,200	1.1%	\$ 6,494
Electoral Area C	\$ 8,317,534	\$ 76,652,678	33.8%	\$ 314,421
Electoral Area D	\$ 4,694,739	\$ 42,441,616	19.1%	\$ 177,471
Electoral Area E	\$ 1,799,127	\$ 11,871,300	7.3%	\$ 68,011
Total Electoral Areas	\$ 24,606,517	\$ 194,019,749	100%	\$ 801,884
LSA - Fire Protection	\$ 1,835,968	\$ 12,288,500		\$ 36,385
LSA - Streetlights	\$ 1,517,623	\$ 10,073,250		\$ 13,589
Total Local Service Areas				\$ 49,974
TOTAL ASSESSMENTS	\$ 24,606,517	\$ 194,019,749		\$ 851,858

ASSESSMENT BY FUNCTION

			Tax Limit Rate	Tax Limit \$	Tax Levv \$
Administrative Services					
A - General Operations	\$ 24,606,517	\$ 194,019,749			\$ 305,614
B - Grants in Aid	\$ 24,606,517	\$ 194,019,749	0.100	\$ 19,402	\$ 15,210
C - Feasibility Fund	\$ 24,606,517	\$ 194,019,749			\$ 10,000
Development Services					
D - Economic Development	\$ 24,606,517	\$ 194,019,749	0.750	\$ 145,515	\$ 73,942
E - Land Use Planning	\$ 24,606,517	\$ 194,019,749			\$ 30,000
F - Valley Street Lighting	\$ 14,811,400	\$ 130,965,594	0.200	\$ 26,193	\$ 5,898
Environmental Services					
G - Solid Waste Management	\$ 14,811,400	\$ 130,965,594	1.00	\$ 130,966	\$ 110,000
Leisure Services					
H - Parks & Recreation - Bella Coola	\$ 14,811,400	\$ 130,965,594	1.00	\$ 130,966	\$ 32,329
I - Recreation - Denny Island	\$ 9,515,494	\$ 60,878,955	0.400	\$ 24,352	\$ 4,532
J - Swimming Pool	\$ 14,811,400	\$ 130,965,594	1.000	\$ 130,966	\$ 66,601
K - Vancouver Is. Regional Library	\$ 24,606,517	\$ 194,019,749			\$ 62,358
Protective Services					
L - Emergency Management	\$ 24,606,517	\$ 194,019,749	0.500	\$ 97,010	\$ 74,323
M - Emergency Management Initiatives	\$ 24,606,517	\$ 194,019,749			\$ -
N - House Numbering	\$ 14,811,400	\$ 130,965,594	0.100	\$ 13,097	\$ 1,104
Transportation Services					
O - Airport - Bella Coola	\$ 14,811,400	\$ 130,965,594	1.000	\$ 130,966	\$ -
P - Airport - Denny Island	\$ 9,515,494	\$ 60,878,955	0.287	\$ 17,472	\$ 9,973
Total Electoral Areas	\$ 24,606,517	\$ 194,019,749			\$ 801,884
Local Area Services (LSA)					
Q - Fire Protection (Area E+)	\$ 1,835,968	\$ 12,288,500	5.00	\$ 61,443	\$ 36,385
R - Street Lighting (Area E)	\$ 1,517,623	\$ 10,073,250	2.00	\$ 20,147	\$ 13,589
Total Local Service Areas					\$ 49,974
Total	\$ 24,606,517	\$ 194,019,749			\$ 851,858

* Converted values are published by BC Assessment Authority as at Mar 19, 2019

CCRD Financial Plan
Profit & Loss Prev Year Comparison
1 January 2020

09-12-19

Accrual Basis

	1 Jan 20	1 Jan 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
Apportioned Administration Serv	390,601.00	402,626.00	(12,025.00)	(3.0)%
Local Property Taxation	851,858.00	760,261.00	91,597.00	12.1%
Nuxalk Nation Contributions	105,000.00	105,000.00	0.00	0.0%
Other Revenue	382,221.00	588,014.00	(205,793.00)	(35.0)%
Provincial/Federal Grants	4,287,982.40	3,656,743.00	631,239.40	17.3%
Regional Hospital District	13,500.00	13,500.00	0.00	0.0%
User Fees and Charges	290,830.00	348,776.00	(57,946.00)	(16.6)%
40015 · Claims reimbursement	0.00	0.00	0.00	0.0%
40190 · UBCM Grant	62,500.00	0.00	62,500.00	100.0%
Total Income	<u>6,384,492.40</u>	<u>5,874,920.00</u>	<u>509,572.40</u>	<u>8.7%</u>
Gross Profit	6,384,492.40	5,874,920.00	509,572.40	8.7%
Expense				
50000 · Apportioned Administration fees	378,531.00	402,626.00	(24,095.00)	(6.0)%
50030 · Bank charges	2,030.00	2,000.00	30.00	1.5%
50035 · Capital Works	1,654,147.00	1,110,901.00	543,246.00	48.9%
50040 · Communications	30,770.00	29,695.00	1,075.00	3.6%
50045 · Community Development	69,000.00	244,285.00	(175,285.00)	(71.8)%
50050 · Community Groups	20,725.00	17,500.00	3,225.00	18.4%
50060 · Contingency	52,047.00	47,062.00	4,985.00	10.6%
50076 · Directors'/Governance Expenses	141,680.00	136,687.00	4,993.00	3.7%
50082 · Econom Development Initiatives	0.00	208,271.00	(208,271.00)	(100.0)%
50085 · Elections	1,500.00	1,500.00	0.00	0.0%
50089 · Emergency Mmgt Initiatives	600,000.00	600,000.00	0.00	0.0%
50131 · Planning	39,004.00	28,800.00	10,204.00	35.4%
50135 · Insurance	43,936.00	38,858.00	5,078.00	13.1%
50138 · Interest	9,213.00	9,213.00	0.00	0.0%
50165 · Maintenance	87,200.00	107,895.00	(20,695.00)	(19.2)%
50175 · Memberships, dues & subscriptio	4,660.00	4,580.00	80.00	1.8%
50185 · Nuxalk Agrmnt for Water Supply	0.00	25,000.00	(25,000.00)	(100.0)%
50186 · Water supply agreement	0.00	0.00	0.00	0.0%
50190 · Operating expenses	250,145.00	265,737.00	(15,592.00)	(5.9)%
50195 · Payroll Expenses	767,042.00	682,936.00	84,106.00	12.3%
50205 · Professional Development	44,005.00	54,675.00	(10,670.00)	(19.5)%
50206 · Professional Fees	125,400.00	124,450.00	950.00	0.8%
50245 · Special Projects	2,131,349.00	1,812,009.00	319,340.00	17.6%
50250 · Supplies & small tools	42,716.00	47,956.00	(5,240.00)	(10.9)%
50294 · Utilities	42,650.00	41,150.00	1,500.00	3.7%
50295 · Van Isle Reg Library dis	59,735.00	60,540.00	(805.00)	(1.3)%
50299 · Records Management	5,000.00	1,685.00	3,315.00	196.7%
50316 · Asset Replacement Fund	38,154.00	37,154.00	1,000.00	2.7%
50318 · Contribution to reserve account	0.00	0.00	0.00	0.0%
50499 · Contribution to Nuxalk Emergenc	33,000.00	35,000.00	(2,000.00)	(5.7)%
50999 · Landfill Post Closure Reserve	30,000.00	30,000.00	0.00	0.0%
Total Expense	<u>6,703,639.00</u>	<u>6,208,165.00</u>	<u>495,474.00</u>	<u>8.0%</u>
Net Ordinary Income	(319,146.60)	(333,245.00)	14,098.40	4.2%

CCRD Financial Plan
Profit & Loss Prev Year Comparison
1 January 2020

	<u>1 Jan 20</u>	<u>1 Jan 19</u>	<u>\$ Change</u>	<u>% Change</u>
Other Income/Expense				
Other Income				
40004 · Budget surplus, begin of year	322,676.00	683,244.00	(360,568.00)	(52.8)%
Total Other Income	<u>322,676.00</u>	<u>683,244.00</u>	<u>(360,568.00)</u>	<u>(52.8)%</u>
Other Expense				
50204 · Budget Deficit, begin of year	0.00	95.00	(95.00)	(100.0)%
50224 · Budget Surplus, end of year	3,529.40	349,904.00	(346,374.60)	(99.0)%
Total Other Expense	<u>3,529.40</u>	<u>349,999.00</u>	<u>(346,469.60)</u>	<u>(99.0)%</u>
Net Other Income	<u>319,146.60</u>	<u>333,245.00</u>	<u>(14,098.40)</u>	<u>(4.2)%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

Regional District**Tax Requisition By Function 2020**

Local Services	2020	2019	\$ Increase	% Increase	Reason
Airport - Denny Island	9,973	9,973	0.00	0.0%	
Fire Protection Bella Coola	36,385	34,385	2,000.00	5.8%	
House Numbering - Bella Coola	1,104	1,104	0.00	0.0%	
Parks & Recreation - Bella Coola	32,329	32,329	0.00	0.0%	
Recreation - Denny Island	4,532	4,532	0.00	0.0%	
Swimming Pool - Bella Coola	66,601	63,430	3,171.00	5.0%	
Solid Waste Management - Bella Coola	110,000	109,908	92.00	0.1%	
LSA Townsite Street Lights	13,589	13,589	0.00	0.0%	
Valley Street Lights - Bella Coola	5,898	5,898	0.00	0.0%	
Regional Services	2020	2019	\$ Increase	% Increase	Reason
Economic Development	73,942	31,613	42,329.00	133.9%	Assume carry fwd surplus is 0. Added provision for Ocean Falls Revitalization Committee and Project Management Fees.
Emergency Management	74,323	52,783	21,540.00	40.8%	Assume carry fwd surplus is 29,000. Communication Cost - Voyant Alert System
Feasibility Studies	10,000	0	10,000.00	100.0%	Denny Island Fire Protection Ice Rink Feasibility Studies
Grant in Aid	15,210	15,210	0.00	0.0%	
Vancouver Regional Library	66,596	62,358	4,238.00	6.4%	
Planning (Land Use)	30,000	15,000	15,000.00	100.0%	Housing Needs Assessment
General Operations	305,614	303,911	1,703.00	0.6%	

*Inflation Rates - 2 %

Policy F-5 Administration Cost Recovery from Services (aka Apportioned Administration)

December 12, 2019

For Board discussion

	2019 Budget	% of Expense	2020 Budget (preliminary)	% of Expense	Variance
<u>Electoral Area Services (Expense)</u>					
Airport - Bella Coola	102,520	20	58,948	19	(43,752)
Airport - Denny Island	2,934	8	2,934	15	
Fire Protection Bella Coola	13,608	13	13,608	16	
House Numbering - Bella Coola	1,104	100	1,104	100	
Parks & Recreation - Bella Coola	17,431	13	17,431	22	
Recreation - Denny Island	3,106	11	3,106	10	
Swimming Pool - Bella Coola	65,417	6	65,417	4	
Solid Waste Management - Bella Coola	82,683	26	82,683	11	
LSA Townsite Street Lights	3,190	21	3,190	21	
Valley Street Lights - Bella Coola	1,104	18	1,104	18	
Waterworks - Bella Coola	12,070	21	12,070	17	
Add: Denny Island Waterworks TBD					
	305,167		261,595		(43,752)
<u>Regional Services</u>					
Economic Development	27,115	7	27,115	14	
Emergency Management	60,948	53	60,948	57	
Vancouver Regional Library	943	1	943	2	
Planning (Land Use)	8,453	22	40,000	40	31,547
	97,459		129,006		31,547
Total Apportioned Administration	402,626	45	390,601	42	(12,205)
(Shown as Revenue in General Ops)					

Regional District Grant

\$200,000 annually provided by the Province - unconditional funding

Distribution by Service 2019 and 2020

	\$\$\$	% of total
Airport - Bella Coola	7,352	3.7
Airport - Denny Island		
Fire Protection Bella Coola		
House Numbering - Bella Coola		
Parks & Recreation - Bella Coola	7,177	3.6
Recreation - Denny Island	1,667	0.8
Swimming Pool - Bella Coola	66,242	33.1
Solid Waste Management - Bella Coola	56,877	28.4
LSA Townsite Street Lights		
Valley Street Lights - Bella Coola		
Waterworks - Bella Coola		
Add: Denny Island Waterworks TBD		
 Regional Services		
Economic Development	1,605	0.8
Emergency Management	3,925	2.0
Feasibility Studies		
Grant in Aid		
Vancouver Regional Library		
Planning (Land Use)		
General Operations	55,155	27.6
 Total annual contribution	<u>200,000</u>	<u>100.0</u>

FOR POLICY DISCUSSION

Consider redistribution of **Regional District Grant** as revenue in General Operations only.
Impact : Overall, no change in total tax levy.

Tax levy would be increased in all functions and services currently benefitting from the current redistribution of the regional district basic grant; the tax levy would be decreased in General Operations:

	Tax levy	Tax Levy		
	Current \$\$	Redistributed	Variance	Tax Limit
<u>Electoral Area Services</u>				
Airport - Bella Coola	-	7,352	7,352	
Airport - Denny Island	9,973	9,973		
Fire Protection Bella Coola	36,385	36,385		
House Numbering - Bella Coola	1,104	1,104		
Parks & Recreation - Bella Coola	32,329	39,506	7,177	
Recreation - Denny Island	4,532	6,199	1,667	
Swimming Pool - Bella Coola	66,601	132,843	66,242	130,966
Solid Waste Management - Bella Coola	110,000	166,877	56,877	130,966
LSA Townsite Street Lights	13,589	13,589		
Valley Street Lights - Bella Coola	5,898	5,898		
Waterworks - Bella Coola				
Add: Denny Island Waterworks TBD				
Total electoral area services	280,411	419,726	139,315	
<u>Regional Services</u>				
Economic Development	73,942	75,547	1,605	
Emergency Management	74,323	78,248	3,925	
Feasibility Studies	10,000	10,000		
Grant in Aid	15,210	15,210		
Vancouver Regional Library	62,358	62,358		
Planning (Land Use)	30,000	30,000		
General Operations	305,614	160,769	(144,845)	
Total Regional services	571,447	432,132	(139,315)	
Total Tax Levy	851,858	851,858	-	

Tax limits would exceed the maximum allowed for in the establishing bylaw.

Community Works Fund Financial Plan 2020-2024						
		2020	2021	2022	2023	2024
Balance at Dec 31, 2017	220,605					
2018 Surplus	97,669					
2019 Surplus Estimated	274,872					
Estimated carry fwd surplus	593,146					
Carry Forward Surplus		593,146	313,478	517,368	721,258	934,400
Revenue (UBCM Gas Tax Agr)		194,832	203,890	203,890	213,142	-
		787,978	517,368	721,258	934,400	934,400
Expenditures:						
Denny Island Water		240,000				
Centennial Pool Renewal		150,000	150,000			
Solid Waste Management						
Free Store		125,000				
Forklift		12,500				
Warehouse shelving/pallet		15,000				
Green Bins		12,000				
Fencing		10,000				
Septic System		20,000				
Solid Waste Management Plan						
Devel, Ops & Closure Plan		75,000				
Landfill Conformance Review		20,000				
Denny Island Airport						
Terminal Bldg/hangar per board		-				
Parks & Recreation - BC						
Electrical shed at Arena		10,000				
(carry over from prior year)						
Asset Management Planning						
Incl Asset retirement Obligat		25,000	25,000	25,000	25,000	25,000
Total Expenditures		474,500				
Surplus to carry forward		313,478	517,368	721,258	934,400	934,400



REPORT TO THE BOARD

To: Courtney Kirk, CAO

CC: Board OF Directors, CCRD

From: Matthew Wheelock, Community Economic Development Officer

Meeting Date: December 12th, 2019

Subject: Development Services Monthly Report

RECOMMENDATIONS: That the Board of Directors of the Central Coast Regional District receive the report.

Ocean Falls Revitalization Committee

Kevin Day has been confirmed as the business community representative in Ocean Falls. Invitations have been sent out to; the Nuxalk Nation, Heiltsuk Nation, Indigenous and Northern Affairs Canada and Premier John Horgan's office.

Once replies have been received, Administration will notify the board at the next board meeting and the CEDO will communicate with those that have agreed to participate to coordinate the first meeting. It is hoped that the first meeting will be held in the first quarter of 2020.

Health Connector: Bella Coola – Williams Lake Bus Service

The CEDO has had discussions with BC Transit to start the process of implementing a Vancouver Coastal Health funded bus service between Bella Coola and Williams Lake. It is hoped that, if successful, that the bus service could commence in 2021.

Grant Writer

The CEDO would like to extend thanks to the fantastic work of the community grant writer in 2019, for her superb support of both the CCRD and community grant applications. The CEDO would like to thank Rachelle Beveridge in this regard.

Housing Needs Assessment

Urban Systems is facilitating a meeting with the CCRD board on December the 11th to provide an overview of the assessment project. Information on current housing numbers and needs has been received from the Nuxalk, Heiltsuk and Wuikinuxv Nations.



In January, the engagement process will begin in the Bella Coola Valley, supported by Urban Systems, after which the process will be replicated in the outer coast communities in the new year.

Bella Bella Active Communities Grant from Vancouver Health Authority

The CEDO is in discussions with the funder to determine how best to send community members out for training and if funding could still be recouped if an attendee does not go to the training and travel costs have been paid for in advance.

Canada Post Response

The CCRD has received a response from Canada Post indicating that it may not be Canada Post directly that has designate Bella Coola as a remote community. Further investigation and enquiries are needed by the CEDO to gather the full situation.

Videography for the New Website

The CEDO is engaging the video editor and with coordinating with our cultural liaison contractor to contact relevant members of the Nuxalk, Heiltsuk and Wuikinuxv Nations to help form the narrative and content of the narration.

In addition, further film clips are being sourced to include in the footage.

EDAC Meeting

The EDAC meeting was held on November 28th, the CEDO is finalizing the minutes after which they will be sent out for approval.

EDAC Terms of Reference

The CEDO would like to propose some amendments to the EDAC Terms of Reference which are attached to this report.

Art Installation at the Bella Coola Airport

The project continues to progress. Administration has now contacted a cultural liaison contractor to help progress projects with the Nuxalk Nation and other First Nations.

Denny Island Website

The Central Coast Chamber of Commerce website is still in progress.

Community Workforce Response

The Hospitality, Grant Writing and Geographical Information Systems trainings are now complete, ongoing mentoring is occurring in relation to the Grant Writing and GIS trainings. The first for the business workshops has also been completed. The remaining business workshop trainings, in conjunction with the Bella Coola Valley Learning Society will occur in January.

Post-training analysis will be conducted in January to appraise the effectiveness of the trainings and their organization and delivery. The results will then be shared with the board.



Submitted by: _____
Matthew Wheelock, Community Economic Development Officer

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

DRAFT **REGIONAL** Economic Development Advisory Committee

Terms of Reference

1. Committee Mandate

"Our vision for the Central Coast Regional District is an inclusive, resilient and sustainable group of communities thriving within a diverse, locally influenced economy within a safe, healthy and natural environment" (CCRD Strategic Plan 2015-2019).

The **Regional** Economic Development Advisory Committee (**REDAC**) will assist the Central Coast Regional District (CCRD) Board of Directors and staff in supporting and promoting economic development throughout the region by advising on matters pertinent to community economic development and the Board strategic priorities.

REDAC will be structured to represent a broad set of views and expertise within the region including, but not limited to:

- The promotion of inter-community trade, cooperation and collaboration
- Improved communications and interent connectivity
- Enhancing skills to encourage employment,
- Regional Emergency Preparedness and co-operation that pertains to mitigating economic impacts,
- Tourism
- Forestry
- Business
- Finance
- Art
- Culture

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2. **REDAC** Roles & Responsibilities

- 2.1. Voluntary participation (no remuneration).
- 2.2. No decision making authority.
- 2.3. Support long-term economic stability and growth in the region.
- 2.4. Assist as appropriate CCRD Staff to implement the foundations for economic development in the region.
- 2.5. Provide advice and support
 - on regional, and provincial trends affecting the Central Coast.
 - on the region's strengths, weaknesses, opportunities, and threats relative to economic development.
- 2.6. Review and advise on matters referred by the CCRD.
- 2.7. Development of regional, collaboration, co-operation and relationships,

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3. Structure & Membership

- 3.1. Appointments to **REDAC** shall be by resolution of the CCRD Board for a two-year term.
- 3.2. Representation from all of the communities within the CCRD is important. Appointed members may include representatives from each of:
 - CCRD Board of Directors
 - Nuxalk, Nation ((IF THE BOARD AGREE - THE CEDO SUGGESTS THAT

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EACH NATION BE GIVEN THE CHOICE IF THEY WOULD LIKE THEIR DEVELOPEMNT CORPORATION REPRESENTED ON RREDAC AS WELL)

- Heiltsuk Nation
- Wuikinuxv Nation
- Ocean Falls Economic Development Committee
- Denny Island Community Development Association/Central Coast Chamber of Commerce
- Bella Coola Harbour Authority
- Bella Coola Valley Tourism Association
- Heiltsuk and Wuikinuxv Toursim Associations (when existant)

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and Up to Five (5) members at large, wih no more than one member from any single community,

- 3.2.1. Members may also be appointed for their specific expertise for shorter or more flexible terms (e.g., student representative, non-resident expert).
- 3.2.2. Members will be selected from the community at large on the basis of their interest and participation in matters of economic development; academic or technical qualifications; availability; work and volunteer experience; knowledge and expertise.
- 3.2.3. Members may be appointed for consecutive terms.

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- 3.3. The CCRD Board Representative will ensure that the RREDAC mandate is being followed, provide board perspective/direction on priorities and on topics under discussion.
- 3.4. A member of the committee will be selected to chair or convene each REDAC meeting.
- 3.5. Members are expected to attend all meetings regularly.
- 3.6. A member may attend in person or by conference call (e.g. telephone/skype).
- 3.7. The CCRD may appoint a new REDAC member to fill a vacancy for the remainder of the unexpired term should a vacancy occur.
- 3.8. Staff members present at REDAC meetings and others present who have not been appointed by the Board can be involved in discussion but may not vote.

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4. Meetings:

- 4.1. Meetings will be held twice a year as a minumum, or as determined by staff, board, or the committee.
- 4.2. All meetings must have a quorum, which is three (3) members of the REDAC.
- 4.3. The meeting Chair will facilitate RREDAC meetings.
- 4.4. Members of the public may be invited by the appointed members to participate in discussions.
- 4.5. In the interest of good governance, where there is a perceived interest that may affect impartiality in consideration of a matter, a declaration should be made. This declaration does not restrict participation in discussion.
- 4.6. RREDAC members may be consulted by CCRD staff between meetings on emergent issues.
- 4.7. The committee may elect to report discussion highlights rather than to vote on a resolution for submission to the Board of Directors.
- 4.8. If RREDAC members feel voting is required, Robert's Rules of Order will be followed.

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5. Agendas

- 5.1. RREDAC Meeting Agendas shall be prepared by the designated staff member of the CCRD who will bring forward topics for discussion consistent with priorities identified by the Board.
- 5.2. Agenda and information package will be distributed to all REDAC members, CCRD Board of Directors, and any CCRD Staff who will be in attendance at least one (1) business day before the meeting.

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5.3. Where appropriate, advance notice of topics will be given so REDAC members can gather input from other parties.

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5.4. REDAC members may bring topics forward for inclusion on the REDAC agenda.

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6. Minutes & Reporting

6.1. Minutes will be recorded by the appropriate CCRD staff.

6.2. Minutes will be circulated within eight (8) business days after the meeting as a target, subject to the administrative workload of CCRD staff,

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6.3. Minutes will include recommendations to be put forth to the CCRD Board for their consideration.

6.4. When adopted, the minutes will be available to the public upon request and minutes may be a part of the Board agenda package.

6.5. District staff will include recommendations from REDAC in their Report to the CCRD along with updates regarding REDAC discussion / activity. Minutes will be submitted to the CCRD Board to be received at the next regular board meeting.

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7. Staff

7.1. Appropriate staff member(s) of the CCRD will attend all REDAC meetings.

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7.2. Staff's role includes supporting and advising the REDAC on legislation, CCRD bylaws and policies.

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7.3. REDAC may request additional CCRD staff to be present at meetings through the Chief Administrative Officer.

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7.4. CCRD staff are not appointed members.

7.5. Appropriate CCRD staff will provide administrative and technical support for REDAC such as:

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- Organizing and preparing meeting agendas;
- Distributing the agenda, forwarding information packages to Committee members, sending notice of meetings,
- Presenting information relevant to the CCRD Economic Development Plans.
- Taking and preparing minutes
- Maintaining a list of outstanding issues for REDAC's consideration or action,
- Assisting the Committee with events such hosting guest presenters

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8. Public Relations

Appointed REDAC members should take due care when speaking in public or to the media. Opinions expressed should be clearly identified as individual opinions and not represented as REDAC or CCRD opinions unless instructed by the Board to speak on the behalf of the REDAC or CCRD.

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November 20, 2019

Central Coast Regional District
PO Box 186
Bella Coola, BC V0T 1C0

RECEIVED

NOV 26 2019

Central Coast Regional District

Attention: Chair Samuel Schooner

Dear Chair Schooner:

Subject: **Housing Needs Assessment (Central Coast RD)**
Housing Needs Assessment Program
Northern Development Project Number 6365 20

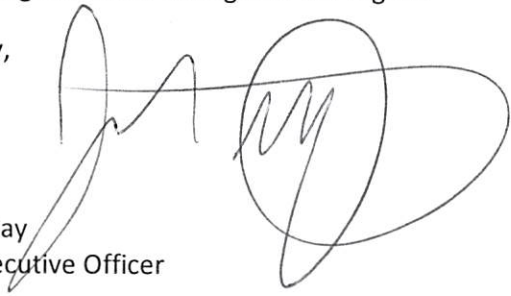
Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Housing Needs Assessment application from the Central Coast Regional District was approved for a grant up to \$10,000 from the Cross Regional Account on November 18, 2019.

This approval is open for a period of three months from the date approval, within which we expect all funding sources to be secured, and a contract entered into with Northern Development. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,



Joel McKay
Chief Executive Officer

c: Courtney Kirk, Chief Administrative Officer, Central Coast Regional District

Board Meeting
DEC 12 2019
CCRD ITEM C h

Bella Coola Valley Tourism

www.bellacoola.ca

Experience the Adventure!



RECEIVED

DEC 09 2019

Central Coast Regional District

TO: **Central Coast Regional District**
626 Cliff St., Box 186
Bella Coola, BC V0T 1C0

December 5th, 2019

ATTN: Board of Directors,

RE: Reallocating CCRD's Grant-In-Aid Funds

The Directors of Bella Coola Valley Tourism are very grateful to have received funding for a 'Best-Practices' Bear informational video from the CCRD.

With the help of the Commercial Bear Viewing Association of BC and WildSafe BC, the BCVT Directors researched and wrote a script. On four separate occasions we videotaped a BC Park Ranger who provided the narration. Unfortunately, due to the poor quality of the video recorder and microphone, the footage is not adequately professional enough to promote.

I am writing today to inquire if BCVT can reallocate the grant-in-aid funds to another BCVT project: to create and publish a 'Bear-Facts' poster to raise awareness for visiting tourists and for the residents of the Bella Coola Valley. As with the video, this poster will be produced in collaboration with the CBVA of BC and WildSafe BC with the aim of reducing human/bear conflicts as it relates to bear behavior, best human practices, attractants, population trends and reproductive information. This poster will be displayed in various locations throughout the valley.

The BCVT Directors apologize for not being able to use the funds as intended but hope to make good use of CCRD's generous grant.

Thank you for your consideration.

Respectfully,

Tom Hermance, *President*
Bella Coola Valley Tourism

