



CENTRAL COAST REGIONAL DISTRICT

REGULAR BOARD MEETING AGENDA – December 13, 2018 8:30 a.m.

PART I – INTRODUCTION

1. **Call to Order**

a. **Swearing in of Alternates**

2. **Adoption of Agenda – Introduction of Late Items if any**

Recommended Motion: “That the agenda be adopted as read or amended by adding...”

3. **Disclosures of Financial Interest**

The Chair to remind Board Members of the requirements of Sections 100(2)(b) and 101(1)(2) and (3) of the *Community Charter* to disclose any interest during the meeting when the matter is discussed.

A declaration under these section(s) requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the matter the subject of the declaration.

The following pro forma declaration is provided to assist in making the disclosure:

*“I, Board Member ***** disclose that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter, I have a ***** (indirect/direct) ***** (pecuniary/other) interest that constitutes a conflict of interest in item *** (*).*

*The reason for my declaration is: the item being discussed is *****.*

I will leave the room during the discussion of this item, in accordance with Section 101(1) and (2) of the Community Charter. “

4. **Disclosures of Interests Affecting Impartiality**

The Chair to remind Board Members that in the interest of good governance, where there is a perceived interest that may affect their impartiality in consideration of a matter, a declaration should be made. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

The following pro forma declaration is provided to assist in making the disclosure.

“With regard to the matter in item x.... I disclose that I have an association with the applicant (or person seeking a decision). 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.”

PART II– PUBLIC CONSULTATION

1. **Delegation**

- | | |
|--|----------|
| (a) Debbie Alexander – EMBC-2017 Wildfire Presentation, Acknowledgement | Page 1 |
| (b) Coleen Fraser – Subject: Construction of new pool. | Page 2-8 |
| (c) Sally Cargill & Gord McGee – CCRD Representation on Central Coast MaPP Advisory Committee | Page 9 |

PART III – LOCAL GOVERNANCE

(B) **ADOPTION OF MINUTES**

- | | |
|--|------------|
| (a) November 8, 2018 Regular Board Meeting Minutes with discussion | Page 10-25 |
| (b) November 8, 2018 Regular Board Meeting Minutes without discussion | Page 26-37 |
| (c) Request for Decision – Board Preference – Format of Minutes | Page 38-39 |

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

Financial Services

- (a) Request for Decision – Appointments for KPMG LLP as auditor for the CCRD & CCRHD 2018-2022 Page 40-41
 (b) Request for Decision - Authorization of Staff Christmas Gift Certificates Page 42

Correspondence for Information

- i. Auditor General Letter Page 43

Development Service

- (c) Economic Development Report Page 44-45
 (d) Farm Credit Canada AgriSpirit Fund Letter – DICDA Page 46
 (e) Request for Decision – Resident Status Rates for Bella Coola Valley Residents on BC Ferries Page 47-48
 (f) Request for Decision – CCCC Re: New City West Broadband Connection Page 49-50
 (g) Request for Decision – Seek Grant Re: Outdoor Ice Rink to Indoor Ice Arena Page 51-52
 (h) Request for Decision – Grant Application for new play area on Walker Island Page 53-54
 (i) Request for Decision – CEDO Monthly Walk-In Business Advise Service Page 55-56
 (j) Request for Decision – Grant Application for Archaeology Training through the College Page 57
 (k) Request for Decision – Street Lighting Service Page 58-59

Correspondence for Action

- ii. UBCM Letter Re: Connectivity dated November 19, 2018 Page 60-61
 iii. Funding Opportunity Letter from Jennifer Rice dated November 27, 2018 Page 62-63

Correspondence for Information

- iv. BC Ferries Letter Re: Judith Sayers Page 64-65
 v. BC Ferries Letter to Chair Schooner, Director Hall and Director Bertrand from Mark Collins Page 66-68

Public Works

- (l) Operations Manager Report Page 69-72
 (m) Request for Decision – Pool Renovation Public Consultation Page 73-74

Leisure Services

- (n) Appointment to the 2019 Vancouver Island Regional Library Board Page 75-84

Protective Services

- (o) Request for Decision – Celebratory Dinner; Re: Emergency Management MOU Page 85-87
 (p) Memorandum of Understanding – Central Coast Regional Emergency Management Partnership Page 88-94
 (q) Wildland Firefighter Recruitment Page 95-96

Transportation Service

- (r) Airport Obstacle Removal Update Report dated December 13, 2018 Page 97-99
 (s) Denny Island Airport Commission Meeting Minutes dated November 29, 2018 Page 100
 (t) Request for Decision – Grant Application for a new roof or new Terminal Building for D.I. Airport Page 101-102

Lands Service

- (u) Notation of Interest – Radar Tower & Storage Shed at Denny Island & Mount Collinson Page 103
 (v) Letter regarding Property Assessing Appeal Board Page 104-106

Governance

- (w) AVICC 2019 AGM & Convention – Call for Nominations for AVICC Executive Page 107-113
 (x) 2018 CCRD & SD49 Elections Report Page 114-120
 (y) Harbour Authority Appointment Page 121
 (z) Appointments to CCRD Commission and Committees

Correspondence for Information

- vi. Appreciation Letter Alberni-Clayoquot Regional District, Jon Jack; Re: UBCM Presentation Page 122-124

(D) EXECUTIVE REPORTS**(a) Electoral Area Reports**

- i.) Area A Report
- ii.) Area B Report
- iii.) Area C Report
- iv.) Area D Report
- v.) Area E Report

(E) BYLAWS AND POLICIES

- a) Approval of Bylaw revision of Bella Coola Waterworks Tolls and Charges - Final Reading Page 125-139
- b) Amendment to CCRD Policy A-26 Purchasing and Procurement – Late Item Page 140

PART IV– GENERAL BUSINESS**(F) GENERAL CORRESPONDENCE FOR ACTION**

- a) Thank you letter from Centre for Civic Governance Re: Alison Sayers Page 141-142

(G) GENERAL CORRESPONDENCE FOR INFORMATION

- a) BC Assessment, Congratulatory Letter from Scott Sitter, Assessor, Northern BC Region Page 143
- b) Update letter from Parks Canada Re: Update and posting of the Final Recovery Strategy for the Northern Goshawk laingi subspecies in Canada under the federal Species at Risk Act Page 144-198
- c) Congratulatory Letter to the Board of Directors from John Horgan, Premier Page 199
- d) Congratulatory Letter from Minister Selina Robinson Page 200-201
- e) Senior Advocate Congratulatory Letter dated November 30, 2018 Page 202-204

(H) IN CAMERA MATTERS

- (a) Matters Brought out of Camera

(I) ADJOURNMENT

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: Dec 6, 2018 Board Meeting Date Dec 13, 2018

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

Debbie Alexander, EMBC

Address: 3235 Westwood Drive, Prince George, BC V2N 1S4

Number of people attending: 1 Spokesperson Name: Debbie Alexander
via telephone

Subject of presentation: EMBC - 2017 Wildfires

Purpose of presentation: information only
 requesting a letter of support
 Other (provide details) presentation

of plaque

Contact person (if different than above): _____

Daytime telephone number: (250) 612 4172

Email address: _____

Will you be providing supporting documentation? yes no

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

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

Board Meeting
DEC 13 2018
CCRD ITEM 1(a)

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: Nov 19/18 Board Meeting Date Dec 13th

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

Address: _____

Number of people attending: 1 Spokesperson Name: Coleen Fraser

Subject of presentation: Construction of new pool

Purpose of presentation: information only
 requesting a letter of support
 Other (provide details) Request to submit 'Request Audit' form to Lifesaving Society for an architectural & Plan Review

Contact person (if different than above): _____

Daytime telephone number: 982-2799 Mon/Fri / 799-5556 Tues/Wed

Email address: coleenfraser@hotmail.com

Will you be providing supporting documentation? yes no

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

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

Board Meeting
DEC 13 2018
CCRD ITEM 1.(b)



LIFESAVING SOCIETY

The Lifeguarding Experts

AQUATIC SAFETY MANAGEMENT SERVICES

"If it is foreseeable it is preventable"

As Canada's lifeguarding expert, the Lifesaving Society establishes aquatic safety standards and consults on aquatic safety issues for the aquatic industry, governments, and the judiciary. The Society serves as an expert witness in legal cases involving aquatic safety.

- The Lifesaving Society is the principal organization in Canada involved in research and development of aquatic lifesaving, lifeguard training, and public education programs.
- The Lifesaving Society delivers a training progression of awards encompassing water rescue, resuscitation and emergency care.
- The Lifesaving Society establishes the standards for the National Lifeguard program: the only nationally recognized lifeguard-training program in Canada.
- The Lifesaving Society consults government regarding the standards of operation for aquatic facilities and waterfronts.
- The Lifesaving Society is recognized as the lifeguard experts by the YMCA, Canadian Red Cross Society, municipalities and government.

AQUATIC SAFETY AUDIT PROGRAMS

The objective of the Aquatic Safety Audit Program is to maximize the safety of aquatic facilities thereby reducing the likelihood of aquatic-related injury and drowning.

Owner/operators are encouraged to have an aquatic safety audit once every three (3) to five (5) years. The request for an audit must be initiated by the facility with agreement and cooperation from both staff and management.

Audit fees are based on the extent of the audit and the complexity of the facility. This can only be determined upon review of the application.

The Lifesaving Society Aquatic Safety Audit Program is endorsed by CURIE (Canadian Universities Reciprocal Insurance Exchange).

BC & Yukon Branch

#112 - 3989 Henning Dr Burnaby, BC V5C 6N5

Telephone: 604.299.5450

E-mail: info@lifesaving.bc.ca

Web: www.lifesaving.bc.ca

▶ **Waterfront Comprehensive Audit**

The Waterfront Comprehensive Audit is a full scope evaluation of all aspects of the operation and facility and is available for all categories of waterfront operations, (supervised and unsupervised) as well as recreational camps. For those operations with staff supervision, the audit includes a review of documentation concerning staff, specialized equipment waterfront sports, safety supervision practices, and a comprehensive site inspection.

TOPICAL AUDITS

- ▶ **Architectural & Plan Review** includes an evaluation of construction plans for new facilities or renovations to existing facilities. Conducting this review prior to construction helps to identify potential hazards, areas of concern and compliance issues (with legislation, regulations, and standards). This review is available for swimming pools and water parks.
- ▶ **Lifeguard Practices Review:** a thorough evaluation of existing lifeguard surveillance systems which includes a SEE Audit including a review of all aquatic staff documents. This audit identifies what is working well and areas for improvement in order to provide a system of optimal safety supervision. The review is available for all aquatic facilities, swimming pools, waterfront operations, recreational camps, and water parks.
- ▶ **Safety Plan Review:** an evaluation of the Pool Safety Plan and related documents resulting in recommendations to ensure that facilities are compliant with relevant Regulations, Guidelines, and best practices in aquatic safety management. The review is available for all aquatic facilities, swimming pools, waterfront operations, recreational camps, and water parks.
- ▶ **Post-Incident Review:** often requested by government, coroners, and owner/operators to identify and review the series of events that occurred when a major incident takes place. Following the completion of the incident analysis, the client is provided with a confidential report with findings and recommendations to improve safety in the future. The review is available for all aquatic facilities, swimming pools, waterfront operations, recreational camps, and water parks.
- ▶ **SEE Audit (Safety Evaluation and Enhancement):** a review of the safety supervision of aquatic staff while they are on the job. This program provides a report to be used as a coaching tool to assist in planning in-service training and ensuring staff is providing the best in safety supervision. Available for all aquatic facilities, swimming pools, waterfront operations, recreational camps, and water parks.

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- ▶ **Specialized Recreation Equipment Review:** is an evaluation of new equipment or existing recreational equipment or features with an eye to maintaining the best industry practices in your facility. This audit includes an evaluation of the existing Pool Safety Plan and provides recommendations to ensure that facilities continue to be compliant with the current Regulation and corresponding guidelines and best practices. The review is available for all aquatic facilities, swimming pools, waterfront operations (for supervised and unsupervised settings), recreational camps and water parks.
- ▶ **Waterfront Site Review:** this service is for organizations considering new waterfront operations or enhancements to existing waterfronts. Conducting this review prior to completion of a project can help to identify potential hazards, areas of concern, and compliance issues with legislation, regulations, and standards.

AUDIT PROCESS

The Comprehensive Audit will include a series of SEE inspections (lifeguard scanning evaluations), an on-site evaluation of the operation of selected aquatic facilities, a review of supplied literature and interviews of selected personnel. This will be conducted on a date that is convenient for all parties.

Affiliate Responsibilities

- Contact the Lifesaving Society BC & Yukon Branch and complete an Aquatic Safety Audit Program Request Form.
- Identify the scope of the Aquatic Safety Audit to be undertaken.
- Meet with the Lifesaving Society Program Manager to establish date(s) for the Aquatic Safety Audit and to discuss any specific areas of concern or focus for the Audit.
- Complete the Audit Service Contract.
- Submit all documents identified by the Chief Auditor at least one month prior to the Audit.
- Assign a facility liaison for the Aquatic Safety Inspector to access for the duration of the Audit.
- Assign staff for interviews.
- Review Aquatic Safety Audit Program Audit Day Schedule
- Review the completed Draft Report with 30 days.

Aquatic Safety Chief Auditor Responsibilities

- The Chief Auditor is assigned by the Lifesaving Society Program Manager.
- The Chief Auditor then
 - selects their Audit team members
 - Reviews all documents submitted by the client in advance of the on-site Audit.

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- 6
- Meets with the facility liaison for a tour of the facility prior to the on-site visit.
 - Works with the facility liaison to establish an Audit Day Schedule.
 - Conducts the audit; the facility liaison will accompany the team and provide access to specific areas such as the mechanical and chemical storage rooms.
 - Provides a completed draft report to the Program Manager by the agreed upon date.
 - Meets with Program Manager and owner/owner's agent to share results of the draft report

RESULTS & RECOMMENDATIONS

The results of this audit will be recorded as recommendations in a detailed safety audit report. This report will contain analysis and recommendations with a summary statement of operating standards and recommendations sorted into four categories at three different priority levels.

Following a topical or comprehensive Aquatic Safety Audit the Lifesaving Society produces a confidential report which evaluates and reports on the conditions of the facility at the time of the inspection and identifies facility operation concerns. Allow at least eight (8) weeks for completion of the audit report from the time of the site visit.

The report includes recommendations for implementation of solutions for the concerns identified in the audit. After the audit, Lifesaving Society support is available to assist with implementing or developing solutions suggested by the Audit.

Once completed, it is the responsibility of owner/operator to implement recommendations based on internal factors such as budget and perceived priority. The Lifesaving Society and the audit team members take no responsibility for facility management's action on the recommendations. A six-month follow-up visit by the audit team can be performed upon request.

AUDIT COST

Clients requesting a safety audit service enter into a contract with the Society. The contract stipulates the scope of the review and the type of report desired. Fees vary depending on these and other variables. Audit team expenses (meals, accommodation, transportation, etc.) are not included in these charges. For a free estimate, contact Cheryl Sibany, Program Manager cheryls@lifesaving.bc.ca or 604.299.5450.

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BENEFITS

The Lifesaving Society conducts comprehensive audits of all aquatic facilities including: swimming pools, beaches, and spas.

Benefits of an audit are that it:

- Is recognized by public Insurers as a method of reducing risk and increasing safety in aquatic settings
- Consists of recommendations that go beyond regulations and are based on Lifesaving Society research into drowning and water related accidents.
- Is a system supported by the Coroner's Office as a tool to enhance safety
- Is an objective third party review of the facility's operation
- Clearly illustrates due diligence by the facility owner/operator
- Identifies compromises in regulations and provincial standards
- Identifies discrepancies and steps that will standardize operation within the community
- Is a method to resolve operational issues

PERSONNEL

The Lifesaving Society will provide certified Lifesaving Society Safety Auditors to complete the Audit. These individuals are all knowledgeable aquatic professionals who have years of experience at various levels of aquatic management. They have also undergone training to become certified Auditors.

COMPREHENSIVE AUDITS

▶ Swimming Pool Comprehensive Audit

This service is a full scope evaluation of the facility including; all documentation concerning pool operations and safety supervision, lifeguarding practices review, a comprehensive natatorium inspection, as well as mechanical/chemical operations. Comprehensive Audits are offered for all swimming pools and water parks.

Specifically, the Lifesaving Society will conduct inspections at selected aquatic facilities utilizing Lifesaving Society approved checklists, review relevant literature that directs the operations of aquatics within the organization, and interview select personnel.

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LIFESAVING SOCIETY®
The Lifeguarding Experts

AQUATIC SAFETY AUDIT PROGRAM

REQUEST FORM

ORGANIZATION	
PRIMARY CONTACT PERSON	POSITION
ADDRESS	
PHONE #	Phone #
E-MAIL	

DATE OF ONSITE VISITS: _____

_____ POOL(S) # _____ INDOOR # _____ OUTDOOR
_____ SPLASH PAD(S) # _____ WADING POOL(S)
_____ WATERFRONT (S) SUPERVISED UNSUPERVISED
_____ CAMP WATERPARK

Comprehensive Audit Waterfront Comprehensive Audit

Architectural Plan Review Lifeguard Practices Review Pool Safety Plan Review
Post-Incident SEE Audit Specialized Recreation Equipment Review
Waterfront Site Review Expert Witness Services

Other Please Specify _____ - _____

Are there any concerns that prompted this request; if so Please describe briefly.

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: Dec 4 2018 Board Meeting Date December 13, 2018

Name of person or group wishing to appear before the Board of Directors: _____
Sally Cargill, Marine Planning Specialist, Province of BC (FLNRO)

Gord McGee, Marine Use Planner, Central Coast Indigenous Resource Alliance

Address: _____

Number of people attending: 2 Spokesperson Name: _____

Subject of presentation: _____
The advisory committees for the Marine Protected Area Network planning process

and Marine Planning Partnership and their relevance to the CCRD and constituents

Purpose of presentation: information only
 requesting a letter of support
 Other (provide details) _____

We seek support from the CCRD to nominate an individual to represent

local government on two advisory committees related to all marine activities

Contact person (if different than above): _____

Daytime telephone number: Sally 250-751-3221, Gord 778-686-5701

Email address: sally.cargill@gov.bcca, gord.mcgee@gmail.com

Will you be providing supporting documentation? yes no

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

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

Board Meeting
DEC 13 2018
CCRD ITEM 1.(c)



with
discussion

CENTRAL COAST REGIONAL DISTRICT
 DRAFT REGULAR BOARD MEETING MINUTES
 DATE: November 8, 2018

ATTENTION

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

Board Meeting
 DEC 13 2018
 CCRD ITEM B(a)

REGULAR BOARD MEETING MINUTES – November 8, 2018

In Attendance: Electoral Area A Director Dan Bertrand
 Electoral Area B Director Travis Hall, Vice Chair
 Electoral Area C Director Jayme Kennedy
 Electoral Area D Director Lawrence Northeast (portion via teleconference)
 Electoral Area E Director Samuel Schooner, Chair

Staff: Chief Administrative Officer Courtney Kirk
 Operations Manager Ken McIlwain (portion)
 Community Economic Development Officer Matthew Wheelock (portion)

PART I – INTRODUCTION

1. Swearing in of Directors/Alternates – Oath of Office (Electoral Areas A, B, C, & E)

CAO Kirk administered the Oaths of Office to Directors Dan Bertrand, Travis Hall, Jayme Kennedy and Samuel Schooner. CAO Kirk gave thanks and welcomed the newly elected Directors of the Central Coast Regional District. CAO Kirk circulated the Ethic's Policy and documentation needed for the next meeting for Appointments of Alternate Directors.

2. Call to Order

CAO Kirk served as Acting Chair for the Call to Order and Election of Officers. The Acting Chair called the meeting to order at 9:35 am.

a. Acknowledgments of Nuxalk Ancestral Territories

The Acting Chair offered thanks to the Nuxalk Nation and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

The Acting Chair advised the assembly that the meeting is being recorded and the recording will be made available by use of the Regional District Website.

b. Election of Officers

i. Office of Chair

The Acting Chair advised the Board that nominations are now in order for the Office of Chair. Director Kennedy nominated Director Sam Schooner for Chair, Director Bertrand seconded the nomination.

Director Schooner was the sole nominee for the Office of Chair.

Director Schooner accepted the nomination.

Director Schooner was declared Chair of the Regional District for the 2019-2020 term.

ii. Office of Vice Chair

The Acting Chair advised the Board that nominations were open for the Office of Vice Chair. Director Bertrand nominated Director Travis Hall for Office of Vice Chair. Director Kennedy seconded the nomination. Director Hall accepted the nomination and gave thanks. Director Travis Hall was sole nominee for the Office of Vice Chair. Director Hall accepted the nomination. Director Hall was declared Vice Chair of the Regional District for the 2019/2020 term.

Recess was taken at 9:48 am.

The meeting resumed at 9:53 am.

2. Adoption of Agenda

18-11-01 M/S Directors Hall/Kennedy that the agenda be adopted as amended. **CARRIED**

There was an amendment made to include a background item that is listed in the Bylaws and Policy noted in item 4, section (E) sub-section (a) Approval of Bylaw revision of Bella Coola Waterworks Tolls and Charges – Late Items

3. Disclosures of Financial Interest

The Chair reminded Board Members of the requirements of Sections 100(2) (b) and 101(1) (2) and (3) of the *Community Charter* to disclose any financial interests during the meeting when the matter is discussed. The declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the subject matter which is being discussed.

No disclosures of financial interests were made.

4. Disclosures of Interests Affecting Impartiality.

The Chair reminded Board Members that in the interest of good governance, where there is a perceived interest that may affect their impartiality in consideration of a matter, a declaration should be made. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

No disclosures affecting impartiality were made.

(A) IN CAMERA MATTERS

18-11-02 M/S Directors Kennedy/Bertrand that the meeting be closed to the public for consideration of an item under 90 (1)(k) of the *Community Charter* relating to negotiations and related discussions respecting the proposed provisions of a Municipal service that are at their preliminary stages and that in the view of the council could reasonably be expected to harm the interests of the Municipality if they were held in public and for consideration of an item under section 90 (2)(b) relating to the consideration of information received and held in confidence relating to

negotiations between the Municipality and the Provincial government or the Federal government or both or perhaps a Provincial government or Federal government or both and a third party. **CARRIED**

The meeting went in camera at 10:00 am.

Director Northeast left the meeting at 10:00 am.

The regular meeting resumed at 12:25 pm.

Released from In Camera

18-11-03 That the Board of Directors of the Central Coast Regional District order Administration to work with Area A Director Bertrand in the drafting, review, and finalization of the petition information package and petition documents for the Denny Island Water System Service Establishment.

AND that Director Bertrand and Director Kennedy provide the final review of the petition for the Denny Island Water System Establishment prior to its disbursement.

AND that an information session be held on Denny Island to be attended by Area A Director Bertrand and the Operations Manager.

AND that Administration and Area A Director Bertrand endeavor to have the petition package prepared for distribution no later than December 1, 2018

AND be it further clarified that Director Bertrand review and drafting is not a provision of legal services or legal advice. **CARRIED**

18-11-04 That the Board of Directors of the Central Coast Regional District approve work assignment remuneration for Director Bertrand for up to two days at \$250.00 a day for a 7 hour day to assist Administration with the draft, review and finalization of the petition documents for the Denny Island Water System Service Establishment.

AND that the Board of Directors of the Central Coast Regional District approve work assignment remuneration for Director Bertrand for up to two days at \$250.00 a day per 7 hour day for Public Engagement Efforts to circulate and explain the petition documents on Denny Island. **CARRIED**

18-11-05 That the Board of Directors of the Central Coast Regional District enter into a revised Memorandum of Understanding with both the Nuxalk Nation and British Columbia as represented by the Honorable Mike Farnworth, Minister of Public Safety and Solicitor General for British Columbia, as per changes to the Memorandum of Understanding advanced by British Columbia dated October 24, 2018.

AND that the Chair of the Central Coast Regional District execute the revised agreement on behalf of the Board of Directors

AND that the MOU in its current draft form be from in Camera

CARRIED

A recess was taken at 12:33 pm.

The meeting resumed at 1:23 pm.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting October 11, 2018.

18-11-06 M/S Directors Hall/Kennedy that the October 11, 2018 minutes be received.

CARRIED

18-11-07 M/S Directors Hall/Kennedy that the October 11, 2018 minutes be adopted as presented.

CARRIED

PART II – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Request for Decision – Governance – Regular Board Meeting Procedures

18-11-08 M/S Directors Bertrand/Kennedy that the Board of Directors of the Central Coast Regional District order Administration to bring forward a comprehensive revision of CCRD bylaws and policies that, if adopted would mandate regular meetings of the Board via electronic means during winter and times of inclement weather, and that would further mandate a rotating schedule of regular board meetings throughout the mid-coast during spring, summer and fall months with travel facilitated primarily by water taxi.

AND that the Board of Directors of the Central Coast Regional District order Administration to develop and bring forward corresponding bylaw and policy revisions to facilitate the purchase and use of suitable technology for each Director to meaningfully participate in regular Board meetings via electronic means, preferably via videoconferencing, for those meetings scheduled to be held remotely or for which the Board has no other practical way of meeting.

AND that the Board of Directors of the Central Coast Regional District order Administration to develop the necessary budget to implement said meeting procedures bylaw and policy revisions, should they be adopted, for the 2019 fiscal year and requisition, including sufficient travel funds for Board and requisite staff to travel via water taxi (or the cheapest and most practicable manner) to each of Ocean Falls, Denny Island, Bella Bella, Rivers Inlet, and Bella Coola for a total of 5 of 10 regular board meetings over the course of each year to be held in person in-

community, as well as sufficient funds to cover the capital cost of adequate technology for each Board member to participate in Regular Board meetings via electronic, preferably videoconferencing, means for a total of 5 of 10 regular meetings to be held remotely each calendar year.

CARRIED

CAO Kirk noted that the Board of Directors set Governance and Emergency Management as their top two strategic priorities in the 2018 year. One of the Governance pieces discussed was the procedures for the Board's Regular Meetings under the procedural bylaw. The Board of Directors and the organization has found that the cost of having the meetings as prescribed in the current procedure's bylaw is escalating in cost each year. Some of that has been precipitated by the closure of charter air companies within the region and the options have been limited. When there has been charter plane access it has been uncertain and so the organization occurs additional costs when there are flight delays or cancelations requiring further overnight stays and per diems for Board Members. It is timely to look at videoconferencing options.

Chair Schooner mentioned that this has been looked at before and at that time the technology wasn't suitable enough or affordable enough to do. This time it sounds like there are more options including those that are free to use. Chair Schooner felt that it is a good idea and that it is worth looking into, if it saves tax payers money and reduces risks.

Director Hall mentioned the importance of having face to face meetings. He also noted that the technology is there but the guarantee of service is not there, especially for those in the outer coast. When there is poor weather the service drops. Director Hall suggests looking into things but keeping things the same for the time being. Director Hall noted that with the discussions around fibre optic cables it may be best to look at videoconferencing once service is established and access to secure means to do videoconferencing is ensured. Director Hall mentioned that the budget could be amended to allow for the contingency of being stranded in Bella Coola or one of the other communities.

Director Bertrand mentioned that he likes the idea of looking into videoconferencing and that, as Director Hall pointed out, the technology may improve over the course of the term, and so it is worth doing an analysis of that. He mentioned that there isn't an immediate need for him to come out every month when video conferencing is a possibility, especially if it saves the organization money. He mentioned he would be able to provide more parenting at home to his children, which is a personal consideration of his.

Director Kennedy mentioned that there is a lot lost with videoconferencing. She noted that the service is not adequate for her to participate in a videoconference from her home. Director Kennedy suggested that use of an office space with a better connection would be beneficial to ensure quality and so there is not a delay. Director Kennedy mentioned that she believes it is important to get out to the outer coast for some of the meetings and that she likes the idea of having videoconferencing as a back-up plan.

CAO Kirk clarified that the recommendation is to explore the cost analysis and develop a procedural framework for the Board to consider which would be a considerable change from the current procedures bylaw. The Board itself is ultimately the decision maker on the most appropriate procedures.

18-11-09 M/S Directors Hall/Kennedy that the letter from Honourable Selina Robinson, Minister of Municipal Affairs and Housing and letter from Honourable Carole James, Minister of Finance and Deputy Premier be received as a group. **CARRIED**

(b) UBCM – Correspondence from the Honourable Carole James, Minister of Finance and Deputy Premier

(c) UBCM – Correspondence from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing

FINANCIAL SERVICES

(d) Request for Decision – Signing Authority with Williams Lake and District Credit Union

18-11-10 M/S Directors Hall/Kennedy That the Board of Directors of the Central Coast Regional District approve the following board members to serve as CCRD signing authorities with Williams Lake and District Credit Union: Director Travis Hall, Director Jayme Kennedy, Director Lawrence Northeast, and Director Daniel Bertrand.

AND that the Board of Directors of the Central Coast Regional District approve the following three board members to be granted access to Williams Lake and District Credit Union's online banking system: Director Jayme Kennedy, Director Lawrence Northeast, and Chair Samuel Schooner.

AND that the Board of Directors of the Central Coast Regional District approve the removal of the following past Directors from signing authority and / or online access to Williams Lake and District Credit Union's CCRD accounts: Alison Sayers and Richard Hall.

CARRIED

DEVELOPMENT SERVICES

(e) Economic Development Report

18-11-11 M/S Directors Kennedy/Bertrand that the Economic Development Report be received. **CARRIED**

PUBLIC WORKS

(f) Operations Managers Report

18-11-12 M/S Directors Hall/Bertrand that the Operations Managers Report be received. **CARRIED**

CAO Kirk mentioned that the Grand Opening for the Thorsen Creek Waster and Recycle Center is scheduled for November 24, 2018. There will be a ribbon cutting ceremony for that event and there will be a giveaway of Blue Recycle Bins. The CCRD has set aside some bins to send to Denny Island as well in celebration of the anticipated new compost binder once the project is complete.

(g) Townsite Water Services Summary

18-11-13 M/S Directors Hall/Kennedy that the Townsite Water Services Summary be received. **CARRIED**

(h) Solid Waste Management Services Summary

18-11-14 M/S Directors Kennedy/Bertrand that the Solid Waste Management Services Summary be received. **CARRIED**

Operations Manager Mcllwain joined the meeting.

Operations Manager (OM) spoke to public requests for an extended opening at the landfill. OM Mcllwain has been getting requests from residents and the Nuxalk Nation Administration of the possibility of extending opening hours in the later fall, especially when there is demand from the public to dispose of household garbage more than twice a week. Current hours are Wednesday and Saturday 8:30 am-5:30 pm. OM Mcllwain noted that in the past the Landfill was open three times a week and due to budgetary constraints, that was reduced to two times a week. Directors noted that this year has been challenging for bear/wildlife attractants, the financial considerations of machinery and staffing will have to be examined, and that this could be something to consider for one year but not necessarily a permanent change to the schedule, and that a survey be done on site to have the public speak to this.

18-11-15 M/S Directors Kennedy/Hall That the Board of Directors of the Central Coast Regional District authorize staff to investigate the financial and operational feasibility of opening the Thorsen Creek Waste and Recycling Centre for an additional day per week for a limited period of time and furthermore, if it is deemed financially and operationally feasible to do so, proceed with implementing the extra day of operation for part of the remainder of the 2018 season. **CARRIED**

Operations Manager Mcllwain left the meeting

LEISURE SERVICES

(i) Parks, Trails, and Recreation Services Summary

18-11-16 M/S Directors Hall/Bertrand that the Parks, Trails, and Recreation Services Summary be received. **CARRIED**

(j) Request for Decision – Pool Commission Meeting

18-11-17 M/S Directors Hall/Bertrand that the Board of Directors of the Central Coast Regional District appoint Director Kennedy to attend a meeting requested by the Pool Commission to be held in November 2018 and that the Director be remunerated as per the CCRD Board Remuneration and Expenses Bylaw No.477, 2017 for work assignments accordingly. **CARRIED**

PROTECTIVE SERVICES

18-11-18 M/S Directors Hall/Kennedy that the Board of Directors of the Central Coast Regional District receive pages 45-89 (k) Fire Protection Service Summary, (l) MOU Letter from Mike Farnworth and Jennifer Rice, (m) Northeast Emergency Management Newsletter and BC Elected Officials Guide under Protective Services as a group. **CARRIED**

(k) Fire Protection Service Summary

(l) MOU Letter from Mike Farnworth and Jennifer Rice dated October 16, 2018

(m) Northeast Emergency Management Newsletter

(n) BC Elected Officials Guide

TRANSPORTATION SERVICE

(o) Airport Obstacle Removal Update

18-11-19 M/S Directors Hall/Bertrand that the Airport Obstacle Removal Update be received. **CARRIED**

(D) EXECUTIVE REPORTS

(a) Chair and Area E Report: Chair Schooner expressed his thanks for the nomination and congratulated everyone for their position on the Board. He mentioned that he is excited to see what everyone has to bring to the table. Chair Schooner mentioned that the previous Chair Alison Sayers did a lot of good work for the CCRD, and that she will be missed. Chair Schooner feels the organization has a very strong team.

A recess was taken to address flight cancelation to Bella Bella for Directors Hall and Director Bertrand.

The meeting resumed at 3:05 pm.

Director Northeast re-joined the meeting.

Chair Schooner continued his report and noted that there is a request that the previous Chair Alison Sayers be remunerated for the first week of November for work done related to advocacy and email correspondence.

18-11-20 M/S Directors Bertrand/Kennedy that past Chair Alison Sayers be remunerated at a prorated rate equivalent to one weeks service as Chair.

AND further Administration explore a potential consulting contract with Alison Sayers for transition services. **CARRIED**

(b) Electoral Area Reports

Area A: Director Bertrand

Director Bertrand commented that it is an honour to be elected by the residents of Area A. He acknowledged the people of Wuikinuxv, Rivers Inlet, Ocean Falls, and Denny Island for having confidence in him for this role. He noted that Remembrance Day is coming up and the CCRD is part of a wreath laying ceremony in the Bella Coola Valley. There is a cenotaph on Denny Island which became a Royal Canadian Airforce Base, after the millennium of traditional use and occupation by the Heiltsuk people. With this tie to Veterans, it is appropriate to lay a wreath here on Remembrance Day.

Director Bertrand noted that he is very excited to move forward over the next month with preparing a petition for the implementation of a water system on Denny Island. He will be working with the Community Development Association and the Central Coast Chamber of Commerce to consult with the community and to see what the wishes of the community are.

With respect to Ocean Falls, Director Bertrand understands that there is concern around old buildings in the old town and concern around keeping livestock. He will be discussing options to see how the CCRD may be able to assist.

Director Bertrand looks forward to traveling to Rivers Inlet, and meeting the people of Wuikinuxv with the rest of the Board.

18-11-21 M/S Directors Bertrand/Kennedy That the Board of Directors of the Central Coast Regional District supports Director Bertrand to lay a wreath on behalf of the Regional District in honour of veterans on Denny Island and Administration may contribute up to \$100.00 of the cost for the wreath on behalf of the CCRD. **CARRIED**

Area B: Director Hall

In relation to the discussion around travel, Director Hall located two boat companies that do boat charters and he will share the information with the Regional District for future travel. Director Hall congratulated the new Board and shared that he looks forward to working together and is very thankful to be moving forward and being the representative for his community at the CCRD.

Director Hall mentioned that he looks forward to the possible future work and presentation with regards to the Equalization Strategy and the movement and support that it is receiving. The CCRD is fortunate that our CAO has brought serious concerns forward and was able to develop with all the supportive people involved, the equalization idea and concept to create clarity for everyone.

He is very honored to have been nominated by previous Director Frank Johnson at the UBCM to be elected to the Executive. He looks forward to bringing items from the UBCM Executive forward to the CCRD Board and is very thankful to be vice chair of the CCRD Board.

It is important for First Nations in the region to have a voice. Director Hall mentioned that Area B has a very new Council. Having a more youthful group has opportunities and challenges. He appreciates everyone's time and commitment and complemented the staff in the CCRD office.

Area C: Director Kennedy

Director Kennedy thanked Chair Schooner for stepping up to be Chair and shared that she thinks he will be great in this role and also thanked Director Hall for stepping up to Vice Chair. She thanked CAO Kirk for her communication efforts and for the staff's work to get the new Board started.

Director Kennedy also acknowledged the Equalization Strategy and expressed desire to keep momentum and help keep it moving forward.

Director Kennedy noted that she is excited to be on the Board and to see the shared passion for bringing the communities together and giving everyone a voice, and making sure everyone knows that the Board is listening.

Director Kennedy would like to put forward a motion for a local work assignment on November 7, 2018 from 1:00 pm – 8:00 pm for remuneration for tour of operations, orientation, and introductory meetings.

18-11-22 M/S Directors Hall/Northeast that the Board of Directors of the Central Coast Regional District pay remuneration for each Director for work assignment remuneration on November 7, 2018 for tour of operations, orientation, and introductory meetings from 1:00pm-8:00pm in the amount of \$250.00. **CARRIED**

Area D: Director Northeast

Director Northeast mentioned that he is very excited to be involved in the CCRD. He has sat on the sidelines and watched the work that has been done that is benefiting the community directly. He is very honored to be elected to this position. What drives him to be a part of the Board is the team that is being built that goes across the lines between the Regional District and the Nuxalk Nation. Director Northeast is keen to help build local self-reliance. He is passionate about

education and believes education is key to the growth of the community. He is also very excited to be involved in Emergency Preparedness and Response, Economic Development, increasing access to ocean based recreation, and improving health services.

(E) BYLAWS AND POLICIES

A recess was taken

The meeting resumed at 3:52 pm

**(c) Approval of Bylaw revision of Bella Coola Waterworks Tolls and Charges
(Late Item)**

18-11-23 M/S Directors Northeast/Kennedy that the Central Coast Regional District Board of Directors consider Bylaw 485, a bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be received **CARRIED**

18-11-24 M/S Directors Kennedy/Hall that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be now introduced and read a first time. **CARRIED**

18-11-25 M/S Directors Northeast/Bertrand that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 having been given due and detailed consideration by the Board be now read a second. **CARRIED**

18-11-26 M/S Directors Bertrand/Hall that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be now read a third time. **CARRIED**

Operations Manager McIlwain joined the meeting. He gave some background on the town site water system. In 1997 the system was essentially over hauled. The residents borrowed \$405,000 to fund the required 1/3 contribution for a new water distribution system. It was originally going to take until 2022 to pay off the debt. Everyone was paying \$500 a year per parcel. Due to better interest rates than we have projected, in 2017 enough money had been accumulated to pay off the remainder of that debt and so the parcel tax was removed in 2017. The water tolls have

remained unchanged since 1997 with a couple minor exceptions. For an average residential property service it has stayed at \$140.00 since 1997. The CCRD was able to keep this at such a low level because the amount that the CCRD pays to the Nuxalk Nation for water has also not increased very much. It was only raised once in 2007 (up to \$21,250.00) for a flat rate to be distributed in our system. The Nuxalk Nation has expressed to the CCRD numerous times that their costs have gone up over the years and the CCRD can probably expect an increase. Another reason that we were able to keep the costs really low is because the portioned administration was set low to keep the rates low. The CCRD went through a review process a couple years ago and, as a result of that revision process, the amount that the CCRD charges to administer the service increased. Currently the CCRD collects about \$35,000.00 each year in revenue through water tolls and is spending about \$48,000.00. This is not sustainable but has been able to occur because of a built up surplus from many years ago. The surplus is decreasing. Last year we serviced all the fire hydrants and we surveyed all the valve turn offs and curb stops. There are numerous other projects that we need to undertake, such as a leak detection survey. The Nuxalk Nation is concerned that we are using more water than we used to and it may be that there is an underground leak in the piping system. At the end of this year the surplus will be down to the \$20,000.00 range and if we don't have an increase for the 2019 budget, our surplus will be depleted and there will not be anything left to use for contingency.

OM McIlwain mentioned that he wants to have a comprehensive discussion in 2019 with service users to figure out a good strategy to approach creating an asset replacement fund. There is a line item in the budget for some contract assistance in terms of bylaw review, and development rates and charges.

An initial estimation revealed that the overall budget would be about \$54,000.00 for 2019. We have to look at ways to approach the budget shortfall and a 54% increase in fees would address this shortfall. A 54% increase would mean for a single family dwelling the rate would increase from \$140.00 to \$216.00 and for a commercial service with a one inch line it would increase from \$583.00 to \$898.00.

OM McIlwain mentioned that the CCRD made an informal agreement in 1997 that there would be no rate increases until the debt was paid off. Now that the debt has been paid off, the rate increase can be addressed. CAO Kirk mentioned that the issue around the water system establishment continues to be politically charged. The service area was basically forced on the Regional District by the Provincial Authority when the Improvement District folded. The distribution system required substantial improvement addition to the delivery of the water. There is nothing put aside for an asset replacement fund for this service and it is a requirement with many of the infrastructure grant programs. Director Hall suggested that the increase could be introduced gradually. The Board discussed the importance of having a communication package prepared so the constituents understand why their bills will be increasing by 54%. Ideas were shared on different information to be included in the communications package.

(F) GENERAL CORRESPONDENCE FOR ACTION

(a) Kluskus/Anahim Feedback Letter, dated October 16, 2018

18-11-27 M/S Directors Kennedy/Bertrand that the Board of Director's send a support letter to the project managers subject to project approval by all affected nations in the region. **CARRIED**

Chair Schooner mentioned that he has travelled this road and that it would cut travel time down significantly. If you travel towards old Ulkatcho, in Anahim Lake, it is about an hour drive. If the road was connected it would decrease travel to Prince George by cutting the time in half. This route would serve as an alternate route in case of emergencies.

(b) Ocean Falls Abandoned and Derelict Properties letter dated October 26, 2018

18-11-28 M/S Directors Bertrand/Kennedy that the CCRD staff look into grant opportunities to fund an intergovernmental meeting in Ocean Falls on the subject of derelict buildings and vessels. **CARRIED**

Director Bertrand provided background on the issue, explaining that in the old town of Ocean Falls there are a number of historical properties owned by an investment company that have buildings on them. There are a number of other abandoned apartment buildings, owned by the investment corporation, and they are not being maintained so they are derelict buildings and are dangerous. The residents of Ocean Falls have been advocating for something to be done to address these derelict buildings, not only because they are an eye sore but out of concerns for public safety.

Director Hall commented that there are similar problems in the Heiltsuk Territory (i.e. the Namu property) with serious clean-up issues and asbestos. Director Hall suggested that a letter from the Board as well as a letter from the Referrals and Management department in Bella Bella could be beneficial.

Chair Schooner noted that Nuxalk Nation should also be contacted regarding this topic.

Director Bertrand asked CAO Kirk what jurisdictional authority the CCRD has in relation to addressing derelict buildings. CAO Kirk responded that the CCRD would have some authority within the areas where there are zoning bylaws in place. This includes the Bella Coola Valley and Calvert Island. There was discussion as to whether or not the Ocean Falls Improvement District has any zoning bylaw or other local government mechanisms that they can exercise.

Director Bertrand suggested scheduling an intergovernmental meeting in Oceans Falls to address these issues. Director Hall mentioned that another consideration is the cost to tear buildings down.

CAO Kirk commented that Administration could research whether or not the Community to Community grant could be accessed in order to organize an Intergovernmental Meeting and convene in Ocean Falls. It could be a meeting of the Central Coast Nations, the Regional District,

and the Ocean Falls Improvement District to discuss the issue of derelict building and vessels and potentially other abandoned areas within the Regional District.

(c) NDIT Letter, Appointments to the Northwest Regional Advisory Committee, dated October 22, 2018

18-11-29 M/S Directors Bertrand/Kennedy appoint Chair Schooner as an Elected Official to the Northwest Regional Advisory Committee and Director Hall as an Alternate. **CARRIED**

(d) Marine Harvest Letter, dated October 30, 2018

18-11-30 M/S Directors Bertrand/Kennedy that the Board of Directors of the Central Coast Regional District respectfully decline the invitation to meet Marine Harvest and that the CCRD Board encourage them to speak with the Nations in whose territory they seek and continue to operate by way of letter from the Board. **CARRIED**

Director Hall referred to the motions that were made at UBCM in regards to aquaculture and with considerations of sea lice, resistance to antibiotics and treatments, and the discussions around moving these farms to land. Director Kennedy mentioned that fish farms have several negative impacts, ranging from the Killer Whale population on Vancouver Island, to affecting tourism, commercial fishing, and recreational fishing. Director Bertrand noted that the Provincial Government has declared that after 2020, regulations will be introduced so that Marine Harvest, and other fish farms, will need an Indigenous partner in order to have licences extended. Director Bertrand commented that since the conversation needs to happen with the Indigenous governments there would be no benefit to having a conversation between Marine Harvest and the CCRD.

(e) AVICC nominations for Electoral Area Representative

18-11-31 M/S Directors Hall/Bertrand that Director Kennedy be nominated to be the AVICC Electoral Area Representative. **CARRIED**

Director Kennedy was nominated by Director Hall and the nomination was seconded by Director Bertrand. Director Kennedy accepted the nomination and her nomination package will be submitted to AVICC for their selection process.

(F) GENERAL CORRESPONDENCE FOR INFORMATION

18-11-32 M/S Directors Hall/Northeast that the correspondence on pages 106-122 Retail of Non-Medical Cannabis letter, Coast Sustainability Trust II 2018 Report, 2018 UBCM Convention Letters, and GAF letter Re: Roofing Practices in Bella Coola be received as a group. **CARRIED**

(a) Retail Sale of Non-Medical Cannabis letter dated October 4, 2018

(b) The Coast Sustainability Trust II (cst) – 2018 Third Quarter Report dated October 15, 2018

(c) 2018 UBCM Convention letters dated October 9, 2018

(d) GAF Letter Re: Roofing Practices in Bella Coola dated July 3, 2018

(e) Letter from Frank Johnson, dated November 4, 2018

18-11-33 M/S Directors Kennedy/Bertrand that the letter from Frank Johnson be received. **CARRIED**

18-11-34 M/S Directors Hall/Kennedy that Chair Schooner send Frank Johnson an acknowledgment letter on behalf of the Central Coast Regional District. **CARRIED**

Director Hall noted that it would be excellent to have the Board of Directors send a response letter to acknowledge Frank Johnson for his time on the Board.

(G) ADJOURNMENT

18-11-35 M/S Directors Northeast/Kennedy that the Board of Directors meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned at 5:33 pm.

Chair

Chief Administrative Officer

w/o
discussion



CENTRAL COAST REGIONAL DISTRICT
 DRAFT REGULAR BOARD MEETING MINUTES
 DATE: November 8, 2018

ATTENTION

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

Board Meeting
 DEC 13 2018
 CCRD ITEM B(b)

REGULAR BOARD MEETING MINUTES – November 8, 2018

In Attendance:

Electoral Area A	Director Dan Bertrand
Electoral Area B	Director Travis Hall, Vice Chair
Electoral Area C	Director Jayme Kennedy
Electoral Area D	Director Lawrence Northeast (portion via teleconference)
Electoral Area E	Director Samuel Schooner, Chair

Staff:

Chief Administrative Officer	Courtney Kirk
Operations Manager	Ken McIlwain (portion)
Community Economic Development Officer	Matthew Wheelock (portion)

PART I – INTRODUCTION

1. Swearing in of Directors/Alternates – Oath of Office (Electoral Areas A, B, C, & E)

CAO Kirk administered the Oaths of Office to Directors Dan Bertrand, Travis Hall, Jayme Kennedy and Samuel Schooner. CAO Kirk gave thanks and welcomed the newly elected Directors of the Central Coast Regional District. CAO Kirk circulated the Ethic's Policy and documentation needed for the next meeting for Appointments of Alternate Directors.

2. Call to Order

CAO Kirk served as Acting Chair for the Call to Order and Election of Officers. The Acting Chair called the meeting to order at 9:35 am.

a. Acknowledgments of Nuxalk Ancestral Territories

The Acting Chair offered thanks to the Nuxalk Nation and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

The Acting Chair advised the assembly that the meeting is being recorded and the recording will be made available by use of the Regional District Website.

b. Election of Officers

i. Office of Chair

The Acting Chair advised the Board that nominations are now in order for the Office of Chair. Director Kennedy nominated Director Sam Schooner for Chair, Director Bertrand seconded the nomination.

Director Schooner was the sole nominee for the Office of Chair.

Director Schooner accepted the nomination.

Director Schooner was declared Chair of the Regional District for the 2019-2020 term.

ii. Office of Vice Chair

The Acting Chair advised the Board that nominations were open for the Office of Vice Chair. Director Bertrand nominated Director Travis Hall for Office of Vice Chair. Director Kennedy seconded the nomination. Director Hall accepted the nomination and gave thanks. Director Travis Hall was sole nominee for the Office of Vice Chair. Director Hall accepted the nomination. Director Hall was declared Vice Chair of the Regional District for the 2019/2020 term.

Recess was taken at 9:48 am.

The meeting resumed at 9:53 am.

2. Adoption of Agenda

18-11-01 M/S Directors Hall/Kennedy that the agenda be adopted as amended. CARRIED

There was an amendment made to include a background item that is listed in the Bylaws and Policy noted in item 4, section (E) sub-section (a) Approval of Bylaw revision of Bella Coola Waterworks Tolls and Charges – Late Items

3. Disclosures of Financial Interest

The Chair reminded Board Members of the requirements of Sections 100(2) (b) and 101(1) (2) and (3) of the *Community Charter* to disclose any financial interests during the meeting when the matter is discussed. The declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the subject matter which is being discussed.

No disclosures of financial interests were made.

4. Disclosures of Interests Affecting Impartiality.

The Chair reminded Board Members that in the interest of good governance, where there is a perceived interest that may affect their impartiality in consideration of a matter, a declaration should be made. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

No disclosures affecting impartiality were made.

(A) IN CAMERA MATTERS

18-11-02 M/S Directors Kennedy/Bertrand that the meeting be closed to the public for consideration of an item under 90 (1)(k) of the *Community Charter* relating to negotiations and related discussions respecting the proposed provisions of a Municipal service that are at their preliminary stages and that in the view of the council could reasonably be expected to harm the interests of the Municipality if they were held in public and for consideration of an item under section 90 (2)(b) relating to

the consideration of information received and held in confidence relating to negotiations between the Municipality and the Provincial government or the Federal government or both or perhaps a Provincial government or Federal government or both and a third party. **CARRIED**

The meeting went in camera at 10:00 am.

Director Northeast left the meeting at 10:00 am.

The regular meeting resumed at 12:25 pm.

Released from In Camera

18-11-03 That the Board of Directors of the Central Coast Regional District order Administration to work with Area A Director Bertrand in the drafting, review, and finalization of the petition information package and petition documents for the Denny Island Water System Service Establishment.

AND that Director Bertrand and Director Kennedy provide the final review of the petition for the Denny Island Water System Establishment prior to its disbursement.

AND that an information session be held on Denny Island to be attended by Area A Director Bertrand and the Operations Manager.

AND that Administration and Area A Director Bertrand endeavor to have the petition package prepared for distribution no later than December 1, 2018

AND be it further clarified that Director Bertrand review and drafting is not a provision of legal services or legal advice. **CARRIED**

18-11-04 That the Board of Directors of the Central Coast Regional District approve work assignment remuneration for Director Bertrand for up to two days at \$250.00 a day for a 7 hour day to assist Administration with the draft, review and finalization of the petition documents for the Denny Island Water System Service Establishment.

AND that the Board of Directors of the Central Coast Regional District approve work assignment remuneration for Director Bertrand for up to two days at \$250.00 a day per 7 hour day for Public Engagement Efforts to circulate and explain the petition documents on Denny Island. **CARRIED**

18-11-05 That the Board of Directors of the Central Coast Regional District enter into a revised Memorandum of Understanding with both the Nuxalk Nation and British Columbia as represented by the Honorable Mike Farnworth, Minister of Public Safety and Solicitor General for British Columbia, as per changes to the Memorandum of Understanding advanced by British Columbia dated October 24, 2018.

AND that the Chair of the Central Coast Regional District execute the revised agreement on behalf of the Board of Directors
AND that the MOU in its current draft form be from in Camera

CARRIED

A recess was taken at 12:33 pm.
The meeting resumed at 1:23 pm.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting October 11, 2018.

18-11-06 M/S Directors Hall/Kennedy that the October 11, 2018 minutes be received.
CARRIED

18-11-07 M/S Directors Hall/Kennedy that the October 11, 2018 minutes be adopted as presented.
CARRIED

PART II – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Request for Decision – Governance – Regular Board Meeting Procedures

18-11-08 M/S Directors Bertrand/Kennedy that the Board of Directors of the Central Coast Regional District order Administration to bring forward a comprehensive revision of CCRD bylaws and policies that, if adopted would mandate regular meetings of the Board via electronic means during winter and times of inclement weather, and that would further mandate a rotating schedule of regular board meetings throughout the mid-coast during spring, summer and fall months with travel facilitated primarily by water taxi.

AND that the Board of Directors of the Central Coast Regional District order Administration to develop and bring forward corresponding bylaw and policy revisions to facilitate the purchase and use of suitable technology for each Director to meaningfully participate in regular Board meetings via electronic means, preferably via videoconferencing, for those meetings scheduled to be held remotely or for which the Board has no other practical way of meeting.

AND that the Board of Directors of the Central Coast Regional District order Administration to develop the necessary budget to implement said meeting procedures bylaw and policy revisions, should they be adopted, for the 2019 fiscal year and requisition, including sufficient travel funds for Board and requisite staff to travel via water taxi (or the cheapest and most practicable manner) to each of Ocean

Falls, Denny Island, Bella Bella, Rivers Inlet, and Bella Coola for a total of 5 of 10 regular board meetings over the course of each year to be held in person in-community, as well as sufficient funds to cover the capital cost of adequate technology for each Board member to participate in Regular Board meetings via electronic, preferably videoconferencing, means for a total of 5 of 10 regular meetings to be held remotely each calendar year.

CARRIED

18-11-09 M/S Directors Hall/Kennedy that the letter from Honourable Selina Robinson, Minister of Municipal Affairs and Housing and letter from Honourable Carole James, Minister of Finance and Deputy Premier be received as a group. **CARRIED**

(b) UBCM – Correspondence from the Honourable Carole James, Minister of Finance and Deputy Premier

(c) UBCM – Correspondence from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing

FINANCIAL SERVICES

(d) Request for Decision – Signing Authority with Williams Lake and District Credit Union

18-11-10 M/S Directors Hall/Kennedy That the Board of Directors of the Central Coast Regional District approve the following board members to serve as CCRD signing authorities with Williams Lake and District Credit Union: Director Travis Hall, Director Jayme Kennedy, Director Lawrence Northeast, and Director Daniel Bertrand.

AND that the Board of Directors of the Central Coast Regional District approve the following three board members to be granted access to Williams Lake and District Credit Union’s online banking system: Director Jayme Kennedy, Director Lawrence Northeast, and Chair Samuel Schooner.

AND that the Board of Directors of the Central Coast Regional District approve the removal of the following past Directors from signing authority and / or online access to Williams Lake and District Credit Union’s CCRD accounts: Alison Sayers and Richard Hall.

CARRIED

DEVELOPMENT SERVICES

(e) Economic Development Report

18-11-11 M/S Directors Kennedy/Bertrand that the Economic Development Report be received. **CARRIED**

PUBLIC WORKS

(f) Operations Managers Report

18-11-12 M/S Directors Hall/Bertrand that the Operations Managers Report be received. **CARRIED**

(g) Townsite Water Services Summary

18-11-13 M/S Directors Hall/Kennedy that the Townsite Water Services Summary be received. **CARRIED**

(h) Solid Waste Management Services Summary

18-11-14 M/S Directors Kennedy/Bertrand that the Solid Waste Management Services Summary be received. **CARRIED**

Operations Manager McIlwain joined the meeting.

18-11-15 M/S Directors Kennedy/Hall That the Board of Directors of the Central Coast Regional District authorize staff to investigate the financial and operational feasibility of opening the Thorsen Creek Waste and Recycling Centre for an additional day per week for a limited period of time and furthermore, if it is deemed financially and operationally feasible to do so, proceed with implementing the extra day of operation for part of the remainder of the 2018 season. **CARRIED**

Operations Manager McIlwain left the meeting

LEISURE SERVICES

(i) Parks, Trails, and Recreation Services Summary

18-11-16 M/S Directors Hall/Bertrand that the Parks, Trails, and Recreation Services Summary be received. **CARRIED**

(j) Request for Decision – Pool Commission Meeting

18-11-17 M/S Directors Hall/Bertrand that the Board of Directors of the Central Coast Regional District appoint Director Kennedy to attend a meeting requested by the Pool Commission to be held in November 2018 and that the Director be remunerated as per the CCRD Board Remuneration and Expenses Bylaw No.477, 2017 for work assignments accordingly. **CARRIED**

PROTECTIVE SERVICES

18-11-18 M/S Directors Hall/Kennedy that the Board of Directors of the Central Coast Regional District receive pages 45-89 (k) Fire Protection Service Summary, (l) MOU Letter from Mike Farnworth and Jennifer Rice, (m) Northeast Emergency Management Newsletter and BC Elected Officials Guide under Protective Services as a group. **CARRIED**

(k) Fire Protection Service Summary

(l) MOU Letter from Mike Farnworth and Jennifer Rice dated October 16, 2018

(m) Northeast Emergency Management Newsletter

(n) BC Elected Officials Guide

TRANSPORTATION SERVICE

(o) Airport Obstacle Removal Update

18-11-19 M/S Directors Hall/Bertrand that the Airport Obstacle Removal Update be received. **CARRIED**

(D) EXECUTIVE REPORTS

(a) Chair and Area E Report: Chair Schooner expressed his thanks for the nomination and congratulated everyone for their position on the Board. He mentioned that he is excited to see what everyone has to bring to the table. Chair Schooner mentioned that the previous Chair Alison Sayers did a lot of good work for the CCRD, and that she will be missed. Chair Schooner feels the organization has a very strong team.

A recess was taken to address flight cancelation to Bella Bella for Directors Hall and Director Bertrand.

The meeting resumed at 3:05 pm.

Director Northeast re-joined the meeting.

18-11-20 M/S Directors Bertrand/Kennedy that past Chair Alison Sayers be remunerated at a prorated rate equivalent to one weeks service as Chair.

AND further Administration explore a potential consulting contract with Alison Sayers for transition services. **CARRIED**

(b) Electoral Area Reports

Area A: Director Bertrand

Director Bertrand commented that it is an honour to be elected by the residents of Area A. He acknowledged the people of Wuikinuxv, Rivers Inlet, Ocean Falls, and Denny Island for having confidence in him for this role. He noted that Remembrance Day is coming up and the CCRD is part of a wreath laying ceremony in the Bella Coola Valley. There is a cenotaph on Denny Island which became a Royal Canadian Airforce Base, after the millennium of traditional use and occupation by the Heiltsuk people. With this tie to Veterans, it is appropriate to lay a wreath here on Remembrance Day.

Director Bertrand noted that he is very excited to move forward over the next month with preparing a petition for the implementation of a water system on Denny Island. He will be working with the Community Development Association and the Central Coast Chamber of Commerce to consult with the community and to see what the wishes of the community are.

With respect to Ocean Falls, Director Bertrand understands that there is concern around old buildings in the old town and concern around keeping livestock. He will be discussing options to see how the CCRD may be able to assist.

Director Bertrand looks forward to traveling to Rivers Inlet, and meeting the people of Wuikinuxv with the rest of the Board.

18-11-21 M/S Directors Bertrand/Kennedy That the Board of Directors of the Central Coast Regional District supports Director Bertrand to lay a wreath on behalf of the Regional District in honour of veterans on Denny Island and Administration may contribute up to \$100.00 of the cost for the wreath on behalf of the CCRD. **CARRIED**

Area B: Director Hall

In relation to the discussion around travel, Director Hall located two boat companies that do boat charters and he will share the information with the Regional District for future travel.

Director Hall congratulated the new Board and shared that he looks forward to working together and is very thankful to be moving forward and being the representative for his community at the CCRD.

Director Hall mentioned that he looks forward to the possible future work and presentation with regards to the Equalization Strategy and the movement and support that it is receiving. The CCRD is fortunate that our CAO has brought serious concerns forward and was able to develop with all the supportive people involved, the equalization idea and concept to create clarity for everyone.

He is very honored to have been nominated by previous Director Frank Johnson at the UBCM to be elected to the Executive. He looks forward to bringing items from the UBCM Executive forward to the CCRD Board and is very thankful to be vice chair of the CCRD Board.

It is important for First Nations in the region to have a voice. Director Hall mentioned that Area B has a very new Council. Having a more youthful group has opportunities and challenges. He appreciates everyone's time and commitment and complemented the staff in the CCRD office.

Area C: Director Kennedy

Director Kennedy thanked Chair Schooner for stepping up to be Chair and shared that she thinks he will be great in this role and also thanked Director Hall for stepping up to Vice Chair. She thanked CAO Kirk for her communication efforts and for the staff's work to get the new Board started.

Director Kennedy also acknowledged the Equalization Strategy and expressed desire to keep momentum and help keep it moving forward.

Director Kennedy noted that she is excited to be on the Board and to see the shared passion for bringing the communities together and giving everyone a voice, and making sure everyone knows that the Board is listening.

Director Kennedy would like to put forward a motion for a local work assignment on November 7, 2018 from 1:00 pm – 8:00 pm for remuneration for tour of operations, orientation, and introductory meetings.

18-11-22 M/S Directors Hall/Northeast that the Board of Directors of the Central Coast Regional District pay remuneration for each Director for work assignment remuneration on November 7, 2018 for tour of operations, orientation, and introductory meetings from 1:00pm-8:00pm in the amount of \$250.00. **CARRIED**

Area D: Director Northeast

Director Northeast mentioned that he is very excited to be involved in the CCRD. He has sat on the sidelines and watched the work that has been done that is benefiting the community directly. He is very honored to be elected to this position. What drives him to be a part of the Board is the team that is being built that goes across the lines between the Regional District and the Nuxalk Nation. Director Northeast is keen to help build local self-reliance. He is passionate about education and believes education is key to the growth of the community. He is also very excited to be involved in Emergency Preparedness and Response, Economic Development, increasing access to ocean based recreation, and improving health services.

(E) BYLAWS AND POLICIES

A recess was taken

The meeting resumed at 3:52 pm

(c) Approval of Bylaw revision of Bella Coola Waterworks Tolls and Charges (Late Item)

18-11-23 M/S Directors Northeast/Kennedy that the Central Coast Regional District Board of Directors consider Bylaw 485, a bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be received **CARRIED**

- 18-11-24 M/S Directors Kennedy/Hall** that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be now introduced and read a first time. **CARRIED**
- 18-11-25 M/S Directors Northeast/Bertrand** that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 having been given due and detailed consideration by the Board be now read a second. **CARRIED**
- 18-11-26 M/S Directors Bertrand/Hall** that Bylaw No. 485 cited a the bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates and Charges and Schedule 'B' Water Supply and Distribution – Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bela Coola Water Supply and Distribution Service Area, effective January 1, 2019 be now read a third time. **CARRIED**

(F) GENERAL CORRESPONDENCE FOR ACTION

(a) Kluskus/Anahim Feedback Letter, dated October 16, 2018

- 18-11-27 M/S Directors Kennedy/Bertrand** that the Board of Director's send a support letter to the project managers subject to project approval by all affected nations in the region. **CARRIED**

(b) Ocean Falls Abandoned and Derelict Properties letter dated October 26, 2018

- 18-11-28 M/S Directors Bertrand/Kennedy** that the CCRD staff look into grant opportunities to fund an intergovernmental meeting in Ocean Falls on the subject of derelict buildings and vessels. **CARRIED**

(c) NDI Letter, Appointments to the Northwest Regional Advisory Committee, dated October 22, 2018

- 18-11-29 M/S Directors Bertrand/Kennedy** appoint Chair Schooner as an Elected Official to the Northwest Regional Advisory Committee and Director Hall as an Alternate. **CARRIED**

(d) Marine Harvest Letter, dated October 30, 2018

- 18-11-30 M/S Directors Bertrand/Kennedy** that the Board of Directors of the Central Coast Regional District respectfully decline the invitation to meet Marine Harvest and that the CCRD Board encourage them to speak with the Nations in whose territory they seek and continue to operate by way of letter from the Board. **CARRIED**

(e) AVICC nominations for Electoral Area Representative

- 18-11-31 M/S Directors Hall/Bertrand** that Director Kennedy be nominated to be the AVICC Electoral Area Representative. **CARRIED**

(F) GENERAL CORRESPONDENCE FOR INFORMATION

- 18-11-32 M/S Directors Hall/Northeast** that the correspondence on pages 106-122 Retail of Non-Medical Cannabis letter, Coast Sustainability Trust II 2018 Report, 2018 UBCM Convention Letters, and GAF letter Re: Roofing Practices in Bella Coola be received as a group. **CARRIED**

(a) Retail Sale of Non-Medical Cannabis letter dated October 4, 2018

(b) The Coast Sustainability Trust II (cst) – 2018 Third Quarter Report dated October 15, 2018

(c) 2018 UBCM Convention letters dated October 9, 2018

(d) GAF Letter Re: Roofing Practices in Bella Coola dated July 3, 2018

(e) Letter from Frank Johnson, dated November 4, 2018

- 18-11-33 M/S Directors Kennedy/Bertrand** that the letter from Frank Johnson be received. **CARRIED**

- 18-11-34 M/S Directors Hall/Kennedy** that Chair Schooner send Frank Johnson an acknowledgment letter on behalf of the Central Coast Regional District. **CARRIED**

(G) ADJOURNMENT

- 18-11-35 M/S Directors Northeast/Kennedy** that the Board of Directors meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned at 5:33 pm.

Chair

Chief Administrative Officer



CENTRAL COAST
REGIONAL DISTRICT

38

P.O. Box 186, Bella Coola, B.C., V0T 1C0

REQUEST FOR DECISION

Telephone 250-799-5291 Fax 250-799-5750

To: Courtney Kirk, CAO

From: Destiny Mack, EA

Meeting Date: December 13, 2018

Subject: Board Preference – Format of Minutes

Recommendation:

THAT the Board of Directors of the Central Coast Regional District order Administration to format minutes [with/without] discussion incorporated throughout the minutes.

Issue/Background Summary:

There are a variety perspectives as to best articulation of meeting minutes. The Executive Assistant has prepared two styles of the last meeting's minutes for the Board's review. It is asked that the Board via resolution order Administration as to their collective preference in reading the meeting record.

Policy, Bylaw or Legislation:

From the *Local Government Act:*

Minutes of board meetings and committee meetings

223 (1) Minutes of board meetings must be

- (a) legibly recorded,
- (b) certified as correct by the designated regional district officer, and
- (c) signed by the chair or other member presiding at the meeting or at the next meeting at which they are adopted.

(2) Minutes of a board committee meeting must be

- (a) legibly recorded, and
- (b) signed by the chair or other member presiding at the meeting

Board Meeting
DEC 13 2018
CCRD ITEM B(c)

From the *Central Coast Regional District Board Meeting Procedures Bylaw 467, 2016*:

s. 11 (a) Minutes of the Board meetings shall be administered pursuant to Section 223 of the Local Government Act. For the purposes of section 223 of the Local Government Act, the designated officer is the person responsible for corporate administration.

Financial/Budgetary Implications:

N/A

Time Requirements – Staff and Elected Officials:

A modest additional amount of time is required to draft and edit minutes that include summaries or verbatim passages of Board discussions.

Options to Consider:

As per recommendation.

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Rose Liu, CFO
Meeting Date: November 30, 2018
Subject: Auditor

Recommendation:

THAT the Board of Directors of the Central Coast Regional District (CCRD) appoints KPMG LLP as the auditor for the Regional District and the Regional Hospital District for 2018-2022.

Issue/Background Summary:

CCRD's audit service contract expired and a new auditor needs to be appointed for the five-year period of 2018-2022. We post a Request for Proposals (RFP) on BC Bid and CCRD's website with a closing date of November 8, 2018.

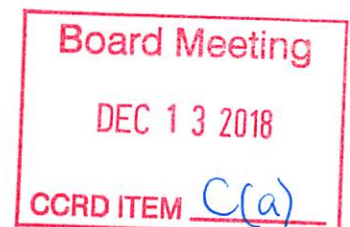
Based on the evaluation criteria outlined in the RFP, CCRD administration considers KPMG LLP is the winning proponent with a combination of the lowest audit fees, fixed amount of out-of-pocket charges, expertise in Northern BC, knowledgeable staff and excellent services.

KPMG is one of the top four accounting firms in the world. KPMG located in Prince George is going to be the office that provides CCRD with audit services.

In accordance with *Community Charter and Local Government Act*, the Board must appoint an auditor for the Regional District.

Policy, Bylaw or Legislation:

Section 169, Division 2 of *Community Charter* and
Section 377, Division 1 of *Local Government Act*



Financial/Budgetary Implications:

In response to the above-noted RFP, KPMG LLP offered \$130,000 for total audit fees during 2018-2022 excluding Goods and Services Tax, as applicable. In addition, KPMG charges a fixed amount of \$3,000 per year to cover auditors' transportation and accommodation expenses for field audit services.

Time Requirements – Staff and Elected Officials:

None

Options to Consider:

Appoint KPMG LLP as CCRD's auditor for 2018-2022.

Submitted by: _____
Rose Liu, Chief Financial Officer



CENTRAL COAST
REGIONAL DISTRICT

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P.O. Box 186, Bella Coola, B.C., V0T 1C0

Telephone 250-799-5291 Fax 250-799-5750

REQUEST FOR DECISION

To: Board of Directors
From: Rose Liu, CFO
Meeting Date: December 13, 2018
Subject: Authorization of Staff Christmas Gift Certificates

Recommendation:

THAT the Board of Directors of the Central Coast Regional District authorize staff gift certificates in the amount of \$50 each.

Issue/Background Summary:

To express staff appreciation and celebrate Christmas and New Years

Policy, Bylaw or Legislation:

N/A

Financial/Budgetary Implications:

\$350.00

Time Requirements – Staff and Elected Officials:

N/A

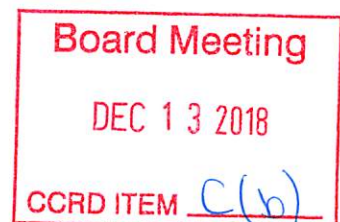
Options to Consider:

N/A

Submitted by: _____
Rose Liu, Chief Financial Officer



Courtney Kirk, Chief Administrative Officer



November 29, 2018

Central Coast Regional District

To: Chairs and Directors of Regional District Boards

Please accept my congratulations on your election and best wishes for your new term in office. The beginning of a new term is always an exciting time, full of possibilities and opportunities for local governments and their communities.

As you may be aware, the mandate of the Auditor General for Local Government is to assist local governments across B.C. by providing objective information and relevant advice that will assist in local governments' accountability to their communities for the stewardship of public assets and the achievement of value for money in their operations.

We accomplish this through performance audits, which are quite different from the financial audits you may be more familiar with. Performance audits can be valuable tools for local governments as they point out areas relating to the audit topic that could be improved while – equally importantly – also providing assurance in areas where a local government already has good practices.

In our reports, we try to highlight such good practices and recommend them to other local governments. This is why our audit reports are relevant to more than just the local government being audited, as we are always looking for opportunities to provide useful advice to local governments of varying sizes and other characteristics. Our AGLG Perspectives booklets have a similar goal, offering a variety of best practices for a wide range of local governments to consider.

I am pleased that we have received a great deal of positive feedback from local governments and other stakeholders on the work that we have done in recent years and hope that you will also find our reports and recommendations to be useful in your work.

We anticipate the release of a performance audit on the topic of Emergency Management in Local Governments and a Perspectives booklet related to the topic of Local Government's Role in Ensuring Clean Drinking Water in the short term and I would encourage you to review each one once released. All of our audit reports and Perspectives booklets are published on our website at www.aglg.ca under the 'Publications' tab.

Success for our office almost always depends on collaboration and engagement with elected officials and local government staff. I look forward to working with you and welcome any questions or feedback that you may have, or opportunities to meet with your Council or Board to share the work that we do.

Sincerely,

Gordon Ruth, FCPA, FCGA
Auditor General for Local Government
201 - 10470 152nd Street, Surrey, BC V3R 0Y3
Phone: 604-930-7100 | Fax: 604-930-7128

AUDITOR GENERAL FOR
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Board Meeting

DEC 13 2018

CCRD ITEM Cji



**CENTRAL COAST REGIONAL DISTRICT
Development Services
November 2018 REPORT**

TO: Courtney Kirk, CAO
CC: Board OF Directors, CCRD
MEETING DATE: December 13th 2018
FROM: Matthew Wheelock, Community Economic Development Officer
SUBJECT: Development Services Monthly Report

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

Denny Island Website

The funds have been received and the contract has been sent to the President of the Chamber of Commerce for approval and signature. Once approved and received back, the CCRD will send the payment out.

Bella Bella Active Community Grant

The CEDO spoke with a member of the Denny Island Recreation Commission regarding the status of the project. The member confirmed that no swimming teachers have been recruited as yet and the project deadline has been extended until 'the end of the summer' 2019 on the condition that the requested forms are completed and submitted. It is expected that recruitment will start again in February 2019.

Denny Island Composting Project

The CCRD has now received the \$11,000 in grant funding for the composter for Denny Island.

Intergovernmental agency meeting at Ocean Falls regarding derelict buildings and abandoned vessels

The grant writer has been researching available grant funds and we will provide details of which grant we will be submitting to at the next board meeting.

EDAC

Every community in the region is now represented on the committee with the exception of the Nuxalk Nation. An invitation letter has been sent from Chair Schooner to Chief and Council asking for them to put forward a representative on behalf of the Nation. The same invitation will be extended to the Chief and Council of the Heiltsuk and Wuikinuxv Nations. It is expected that the first meeting will be held in January.

Board Meeting
DEC 13 2018
CCRD ITEM C (c)

New Website RFPs

Twenty-two submissions were received. Staff are now finalizing the appraisal of the shortlisted submissions and checking references prior to selecting the final company.

Planned Trip to Outer Coast

In January, the CEDO is planning to undertake a week-long tour of Ocean Falls, Denny Island, Bella Bella and Rivers Inlet to better understand the needs of each community and to discover in which areas the CCRD may be able to assist and support them with grant funding applications.

To maximize the value of the visits, a number of other topics will be discussed including; Tourism and accommodation, the new CCRD website and each community's pages on it, the regional communications strategy and potential commission, EDAC and regional issues, food security and emergency planning and communications.



November 15, 2018

Central Coast Regional District
Mr. Matthew Wheelock
Box 186
Bella Coola, British Columbia V0T1C0

COPY

RECEIVED

DEC 07 2018

Central Coast Regional District

Dear Mr. Wheelock,

We are honored to have you as a partner in the FCC AgriSpirit Fund and we look forward to working together to create a lasting legacy in your community.

Enclosed with this letter you will find a cheque in the amount of \$11,000.

FCC is not just a finance company - we're an agriculture company. We serve all of agriculture, all the time, in all sectors, all across Canada. We believe in building partnerships that make our industry and our communities stronger. Supporting local projects like yours is one way that we do that: it's about partnering with individuals and groups who are committing their time and energy for the purpose of bettering their rural communities.

If there is an opportunity for FCC representatives to attend events and/or to announce FCC's contribution to your project please feel free to contact your local FCC representative (business card enclosed) or email us at agrispirit-agriesprit@fcc-fac.ca.

Best wishes from everyone at Farm Credit Canada.

Sincerely,

Susan Cameron, B.Ed., B.A., M.A.
Community Investment Consultant / Conseillère, Investissement communautaire
Farm Credit Canada / Financement agricole Canada
1800 Hamilton Street, PO Box 4320 / 1800, rue Hamilton, CP 4320
Regina, Saskatchewan S4P 4L3
Tel/Tél. : 306-780-7113 Fax/Télé. : 306-780-5703

Board Meeting
DEC 13 2018
CCRD ITEM C(d)



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Matthew Wheelock, CEDO
Meeting Date: December 13th, 2018
Subject: Seeking 'Resident Status' rates for Bella Coola Valley residents on BC Ferries

Recommendation:

THAT the Board of Directors of the Central Coast Regional District undertake advocacy to secure 'Resident Status' rates from BC Ferries and the Province for Bella Coola Valley residents.

Issue/Background Summary:

All communities within the Central Coast Region receive discounted 'resident rate' pricing from BC Ferries, with the exception of Bella Coola. BC Ferries' logic being that because Bella Coola has road access, it is not a 'water access only' community. Bella Coola residents paying higher rates limits their ability to visit family and hinders central coast community-to-community enterprise and trading.

Which communities receive resident rates is determined by a combination of the Province and BC Ferries.

Policy, Bylaw or Legislation:

Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

Matthew Wheelock to write advocacy letters to BC Ferries and relevant Provincial officials for the board to approve and sign.

Options to Consider:

Advocate for Resident Rates or don't advocate for resident rates.

Board Meeting
DEC 13 2018
CCRD ITEM C(e)

Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Matthew Wheelock, CEDO

Meeting Date: December 13th, 2018

Subject: Research into the establishment of a Central Coast Communications Commission to oversee, coordinate and advise on the new City West broadband connection

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve a programme of research into the establishment of a Central Coast Communications Commission made up of representatives of all the regional communities.

Issue/Background Summary:

City West has confirmed that the central coast marine broadband will be arriving between 2020-2021, with a small chance that it will reach by the end of 2019. To help each of our communities be prepared, informed and manage the new connectivity effectively, it is recommended that research be undertaken into the establishment of a central coast communications commission to provide the region the gravitas of a single voice, working for the betterment of the communications of the region as a whole.

Policy, Bylaw or Legislation:

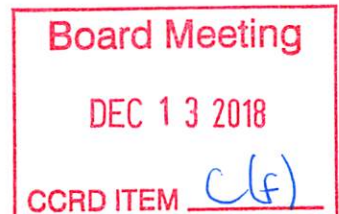
Financial/Budgetary Implications:

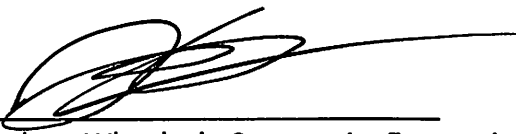
Time Requirements – Staff and Elected Officials:

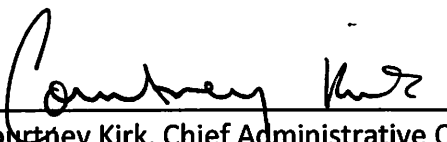
Research questions regarding the creation of a communications commission will be included in the forthcoming communications feasibility study.

Options to Consider:

Do undertake research into a communications commission or do not undertake research.



Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Matthew Wheelock, CEDO
Meeting Date: December 13th, 2018
Subject: Seek Grant to conduct Feasibility into replacing current outdoor Ice Rink with an indoor Ice Arena

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve the programme and internal resources to seek grant funding for a feasibility study to evaluate various enhancement options for the ice rink.

Issue/Background Summary:

Bella Coola's current ice rink was constructed in 1993 and is well overdue for an upgrade. The asphalt surface suffers badly from frost-heave which makes it hard to maintain an even surface, it is not roofed, has no walls and is only useable for a few weeks a year, if Bella Coola has an extended freeze. Being exposed to the elements, the current rink thaws easily. The rink's limited time window of usage prevents year-round usage and limits sports usage once the weather has warmed up.

A number of different options are available including:

- simply adding a roof to the existing structure
- adding a roof and walls to the existing structure
- or having a completely new enclosed indoor ice 'arena' built

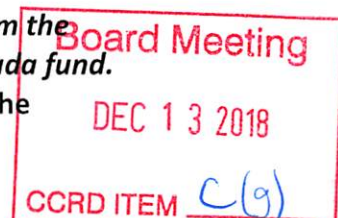
If a new rink/arena was chosen, it would enable year-round usage and could facilitate the creation of a an ice hockey team as well as providing a much needed recreation facility for all Bella Coola community members.

Policy, Bylaw or Legislation:

Financial/Budgetary Implications:

****As the Ice rink and Play Area are located in the same geographic area (from the funder's perspective) only one can be funded 100% through Infrastructure Canada fund.

Current research has indicated that the Ice rink could be funded to 73.33% by the



Community, Culture and Recreation stream, we are looking for matched funding providers to potentially make up the difference.

Time Requirements – Staff and Elected Officials:

A small amount of staff time to support the grant writing programme.

Options to Consider:

Infrastructure Canada will fund 100% of the Walker Island Play Area or an enhancement to the Ice Rink, not both. Staff estimates the cost of a new play area at Walker Island to be approximately \$500,000. If a new indoor Ice Arena was decided on, the cost of that could be approximately \$4m.

The two headline options are:

- Seek funding for the Walker Island Play Area

Or

- Enhancement to the Ice Rink

If enhancement to the ice arena is decided upon, then the options are.

1. Simply add a roof to the existing structure
2. add a roof and walls to the existing structure
3. Have a completely new enclosed ice 'arena' built

Submitted by: 

Matthew Wheelock, Community Economic Development Officer

Reviewed by: 

Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Matthew Wheelock, CEDO
Meeting Date: December 13th, 2018
Subject: Grant Application for New Play Area on Walker Island

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve the grant funding application for a new play area on Walker Island through the ICIP Rural and Northern Communities Program.

Issue/Background Summary:

Our parks and recreation facilities are becoming outdated and substandard. There is currently a window of funding opportunities available for recreational schemes

In 2019 an inspection/audit of playgrounds inspections is planned.

Policy, Bylaw or Legislation:

From Risk Management Services Report 2008:

Equipment was described as: "Older, non-conforming equipment"

Report Recommendation (2.3):

"Continued movement should be provided towards the upgrading or removal of older, 'non-conforming to current CSA standards' playground equipment".

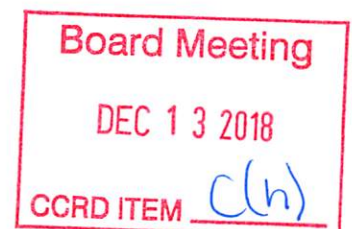
Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

A small amount of staff time to support the grant writing programme.

Options to Consider:

1. Proceed with grant funding application
2. Do not proceed with grant funding
3. Wait until audit of parks and recreation is complete



Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Matthew Wheelock, CEDO
Meeting Date: December 13th, 2018
Subject: CEDO to set up of monthly walk-in business advice service

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve a programme for the Community Economic Development Officer to spend one afternoon a month offering free business advice to local entrepreneurs

Issue/Background Summary:

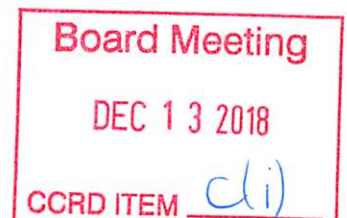
The CEDO's background is in business consultancy. As a means of encouraging entrepreneurship and the local economy the walk-in advice service would offer guidance and suggestions to local business both existing and potential. The service would be delivered at the College. The idea has been discussed with Director Northeast who suggested a very informal round table coffee session with interested parties in the first instance. If there is interest, then the monthly half-day advice would be offered and promoted by the College. If successful, this could eventually be developed into one or more workshops on 'guidance on starting your own business' and 'how to grow your business'. This could also encourage uptake in the annual Aboriginal Business and Entrepreneurship Skills Training programme that is delivered through the Nuxalk College.

The walk-in advice session and workshops would be open to all members of the community. Love Central Coast and the Credit Union could be approached to support the programme. The service would be confidential. The service would need to be advertised so as to ensure that the community is aware of it and that it is open to all.

Policy, Bylaw or Legislation:

Financial/Budgetary Implications:

We have spoken to our insurers and we have insurance coverage under our Liability Protection Insurance policy.



Time Requirements – Staff and Elected Officials:

One afternoon a month and a small amount of administrative time.

Options to Consider:

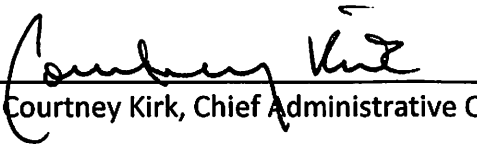
Support or do not support the creation of a business advice walk-in centre.

Submitted by:



Matthew Wheelock, Community Economic Development Officer

Reviewed by:



Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Matthew Wheelock, CEDO

Meeting Date: December 13th, 2018

Subject: Grant Application for Archaeology Training through the College

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve the programme and internal resources necessary to submit a grant application for Archaeology Training

Issue/Background Summary:

The Stewardship Director at the Nation has requested that the CCRD seek a grant for archaeology training. The training could be provided in collaboration with the Nuxalk College which, if Director Northeast agreed, could help expand the College’s range of courses on offer. The training will be extended to other communities within the region.

Policy, Bylaw or Legislation:

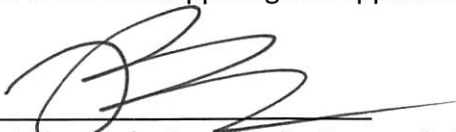
Financial/Budgetary Implications:

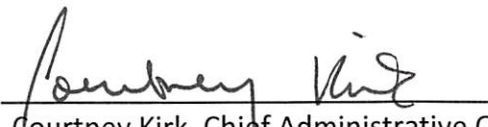
Time Requirements – Staff and Elected Officials:

A small amount of staff time to support the grant writing programme.

Options to Consider:

Support grant application or do not support grant application

Submitted by: 
 Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
 Courtney Kirk, Chief Administrative Officer

Board Meeting
 DEC 13 2018
 CCRD ITEM C(j)



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Jayme Kennedy
Meeting Date: December 13, 2018
Subject: Feasibility study on expanding street light service

Recommendation:

THAT the Board of Directors of the Central Coast Regional District request administration to do a feasibility study on expanding street lighting service.

Summary:

Carol Winkler wrote a letter dated November 30, 2018, advocating for more street lighting on Michelle Drive in the Smith Subdivision.

Submitted by: _____
Jayme Kennedy, Area C Director

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

Board Meeting
DEC 13 2018
CCRD ITEM C(K)

PO Box 186, Bella Coola BC V0T 1C0
PH: 250 799-5291 Fax: 250 799-5750
Website: www.ccrd-bc.ca
Web: www.ccrd-bc.ca www.lovecentralcoastbc.com

-----Original Message-----

From: Carol W.

Sent: Friday, November 30, 2018 6:26 PM

Subject: Lighting Smith Subdivision

Sent from my iPad

> On November 30, 2018 at 1:14 p.m. Carol W wrote:
>
> To the Board of Directors, CCRD
>
> I would ask that you look into lighting for Michelle Dr in Smith Subdivision. There are 21 houses on this street, many of which are unoccupied. There are no streetlights on the entire street and houses are set back from the roadway so that reflective light does not provide much or any relief from the darkness when people must travel in the area. Many years ago, as a private citizen, not Secretary-Treasurer, I requested consideration of a water district being formed to provide lighting the cost of which to be born by residential taxes. One Board member vetoed the suggestion as he lived on the street and didn't want lights shining in his window. The Board declined to consider the matter based on his input.
>
> I have now requested Director Kennedy to present a request at the next Board meeting to consider lighting on Michelle Drive. The abundance of bear activity, specifically in this area, makes the need for lighting more imperative.
>
> I thank you in advance for your consideration of this request and look forward to future developments in this matter.
>
> Yours truly
>
> Carol Winkler

>
> Sent from my iPad



RECEIVED

NOV 27 2018

Ref: 110830

November 19, 2018

Central Coast Regional District

Alison Sayers, Chair
Regional District of Central Coast
626 Cliff Street
Bella Coola BC V0T 1C0
email: asayers@ccrd-bc.ca

Dear Alison Sayers:

Re: Union of British Columbia Municipalities Annual Convention

It was a pleasure to meet with you and the delegation from the Regional District of Central Coast at the 2018 Union of British Columbia Municipalities Convention in Whistler. I really appreciated the opportunity to learn about the importance of connectivity to the region.

Reliable connectivity is critical, especially during major events like forest fires. Connectivity allows for instant communication and necessary resources for emergency responders such as GPS mapping, image sharing and natural disaster monitoring. This is especially important for first responders and workers on the front lines and for the citizens and businesses affected.

As mentioned in our meeting, there is currently funding available through the Connecting British Columbia program to improve last-mile connectivity infrastructure and to install new transport infrastructure. I would encourage the Regional District to work with communities and local internet service providers to identify what connectivity infrastructure is required and apply to the current intake. Program details are posted on Northern Development's website at www.northerndevelopment.bc.ca/funding-programs/partnerprograms/connecting-british-columbia. The new [Connectivity Handbook](#) is also available to help develop a regional connectivity strategy. I look forward to hearing more about your region's connectivity strategy and priorities and understand the Rural Dividend Fund was able to support this work.

.../2

Board Meeting
DEC 13 2018
CCRD ITEM C) ii.

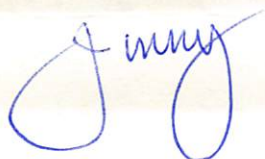
Alison Sayers
Page 2

Recently, the Canadian-Radio-Television-Commission (CRTC) announced the criteria for a new Broadband Fund to be launched in the spring of 2019. The new Fund will complement other federal and provincial programs to improve connectivity in Canada. My ministry is working closely with federal departments to ensure that the programs are positioned to benefit communities across the province. More information on the Broadband Fund can be found here: <https://www.canada.ca/en/radio-television-telecommunications/news/2018/09/crtc-announces-details-of-the-broadband-fund.html>. In addition, the Investing in Canada Infrastructure Program: Northern and Rural Communities component is another funding source for local governments to consider. Additional information is available at <https://www2.gov.bc.ca/gov/content/transportation/funding-engagement-permits/funding-grants/investing-in-canada-infrastructure-program/rural-northern-communities>.

During UBCM 2018, my ministry hosted the Connected Communities Digital-by-Design workshop to introduce a made-in-BC digital framework and self-assessment tool. This tool was developed by BC communities as a guide to assist communities to become digitally enabled. Communities that re-imagine their future through a digital lens, and plan for how digital and connectivity will improve community well-being are better positioned to realize economic, social and environmental benefits. My ministry is working with communities to refine this tool to incorporate digital planning to community planning. A Digital by Design 'How to Guide' can be found here: <https://e.issuu.com/embed.html#27484704/64359829>.

Thank you again for taking the time to meet with me at UBCM 2018. If you have a project in mind or would like to receive further information on the Province's activities to expand high-speed internet connectivity, or to learn more about the Connected Communities initiative, please contact Howard Randell, Executive Director, Network BC at 250 415-6867, or by email at NetworkBC@gov.bc.ca.

Sincerely,



Jinny Jogindera Sims
Minister

pc: Courtney Kirk, Chief Administrative Officer, Regional District of Central Coast
email: cao@ccrd-bc.ca

Network BC, Ministry of Citizens' Services
email: NetworkBC@gov.bc.ca



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA



Jennifer Rice MLA
North Coast

RECEIVED

NOV 30 2018

Central Coast Regional District

Chairperson Samuel Schooner
Central Coast Regional District
PO Box 186
Bella Coola BC V0T 1C0
sschooner@ccrd-bc.ca

November 27, 2018

Subject: Funding Opportunity - Building infrastructure projects in small, rural communities like ours.

Dear Chairperson Schooner,

Local governments, First Nations and non-profits within our riding of North Coast have frequently told me how difficult it is to come up with the matching dollars required to participate in granting programs. It is not uncommon for small communities like ours to be left out, due to the fact that coming up with the usual one-half to one-third of matching dollars is more difficult.

I'm happy to say that building infrastructure projects in our small communities just got a little bit easier. The Governments of BC and Canada are teaming up to provide 95 to 100 per cent of funding for eligible infrastructure projects in small, rural communities like ours.

The newly launched programs: The Community, Culture and Recreation fund, and the Rural and Northern Communities fund – are part of the Investing in Canada Infrastructure Program and I want to make sure North Coast Communities are aware of these opportunities.

The Community, Culture and Recreation program will provide access to funding for projects that upgrade and build sports facilities, trails, local community centres and spaces for arts and culture. It will also support health and educational facilities that uphold the Truth and Reconciliation Commission's Calls to Action.

Board Meeting
DEC 13 2018
CCRD ITEM C.iii.

1 of 2

North Coast Constituency Office

818 3rd Avenue W
Prince Rupert BC V8J 1M6
T 250-624-7734 F 250-624-7737
Toll Free 1-866-624-7734

Legislative Office

East Annex Parliament Buildings
Victoria BC V8V 1X4
T 250-387-3655 F 250-387-4680
Jennifer.Rice.MLA@leg.bc.ca

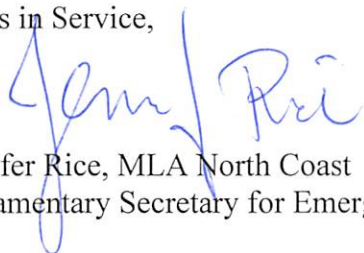
The Rural and Northern Communities fund will ensure the unique needs of British Columbia's small, rural and remote communities with populations under 25,000 are met. The fund will support communities' wide range of infrastructure priorities, including broadband connectivity, efficient and reliable energy, Indigenous health and educational facilities, local public transit and reliable road, air or marine infrastructure, as well as improved resilience to natural disasters and environmental quality. For communities of 5,000 people or less, combined provincial and federal funding will cover up to 100% for eligible projects.

First Nations, non-profits, municipalities, regional districts and other small communities are encouraged to visit the Investing in Canada funding portal to learn more about how to apply. Applications will be accepted until January 23, 2019 11:59p.m.

Opportunities such as these are infrequent, so I hope North Coast communities can take full advantage of them. It is my pleasure and honour to represent the unique needs and gifts of North Coast. Small, rural and remote communities like ours are an important part of the cultural, social and economic fabric of British Columbia. Programs like the Community, Culture and Recreation fund, and the Rural and Northern Communities fund can help us further thrive.

Feel free to reach out if I can be of further assistance providing info on these or other Government of B.C. programs.

Yours in Service,



Jennifer Rice, MLA North Coast
Parliamentary Secretary for Emergency Preparedness

cc: Courtney Kirk – Chief Administrative Officer



VICE PRESIDENT & CORPORATE SECRETARY

British Columbia Ferry Services Inc.
500 - 1321 Blanshard Street
Victoria, BC V8W 0B7
Tel (250) 978-1502
Fax (250) 978-1953
www.bcferreries.com

November 22, 2018

RECEIVED

NOV 27 2018

Ms. Alison Sayers
Chair – Central Coast District
PO Box 186
Bella Coola, BC V0T 1C0

Central Coast Regional District

Dear Ms. Sayers:

Thank you for your letter of November 2, 2018 to Mark Wilson, Vice President Strategy and Community Engagement, advising us of the request of the Board of Directors of the Central Coast Regional District for First Nations' voting representation on the Board of Directors of British Columbia Ferry Services Inc. (BC Ferries). As Corporate Secretary to the Board of Directors of BC Ferries, I am pleased to respond.

The Board of Directors of BC Ferries seeks to maintain a composition of talented and dedicated directors with a diverse mix of expertise, experience, skills, and backgrounds that is reflective of the nature of the business environment in which the Company operates, and the people and the communities it serves. I am pleased to advise that Dr. Judith Sayers, a member of the Hupacasath First Nation and current President of the Nuu-chah-nulth Tribal Council, was appointed a voting member of the BC Ferries Board of Directors effective June 2018. Dr. Sayers brings a wealth of experience, including having served on the political executive of the First Nations Summit and the Board of the New Relationship Trust. Her biography is available on the BC Ferries website at https://www.bcferreries.com/about/board_of_directors.html. BC Ferries is honoured that Dr. Sayers has joined the Board of Directors.

We appreciate your bringing the views of the Central Coast Regional District Board of Directors to our attention and trust that the information we have provided is helpful.

Sincerely,

Cynthia M. Lukaitis
Vice President & Corporate Secretary

Copy: Donald Hayes, Chair, British Columbia Ferry Services Inc.
Honourable Clair Trevena, Minister of Transportation and Infrastructure
Nathan Cullen, MP, Skeena-Bulkley Valley
Jennifer Rice, MLA, Prince Rupert

Board Meeting
DEC 13 2018
CCRD ITEM C) iv.

Judith F. Sayers

Judith Sayers is a member of the Hupacasath First Nation and is currently President of the Nuuchahnulth Tribal Council. She has worked as a strategic adviser to First Nations and corporations and is currently an adjunct professor with the Peter Gustavson School of Business and Environmental Studies at the University of Victoria. Dr. Sayers holds a Business and Law degree and an honorary Doctor of Law from Queen's University. Dr. Sayers was formerly on the political executive of the First Nations Summit and served on the Board of the New Relationship Trust. She currently serves on the Boards of Clean Energy BC, the Island Corridor Foundation and the New Relationship Trust Foundation, and Chairs the Joint Working Group on Heritage Conservation.

66



PRESIDENT & CHIEF EXECUTIVE OFFICER

British Columbia Ferry Services Inc.
Suite 500 – 1321 Blanshard Street
Victoria, BC V8W 0B7
Tel (250) 381-1401
www.bcferrys.com

RECEIVED

NOV 20 2018

Central Coast Regional District

Mr. Dan Bertrand
PO Box 186
Bella Coola, B.C. V0T 1C0

November 13, 2018

Dear Mr. Bertrand,

We would like to extend our congratulations on your recent election as Director of Central Coast Regional District.

We look forward to working with you in your role as the representative for Ocean Falls, Denny Island, Wuikinuxv, one of the many regions we serve in coastal British Columbia.

This past year we transported more than 22 million passengers, and 8.7 million vehicles in our 35-vessel fleet, serving 25 routes. Residents from your community, and visitors to your community, are among these travellers. We understand that ferry service to and from the area is an essential part of day-to-day life, and we continually focus on providing an excellent and seamless customer experience.

When things settle down, I hope we can meet to re-introduce BC Ferries to share our future plans and talk about how we can work together going forward.

I wish you all the best in this new term of office, and look forward meeting in person.

Sincerely,

Mark Collins
President & CEO

Board Meeting
DEC 13 2018
CCRD ITEM *D.V.*



PRESIDENT & CHIEF EXECUTIVE OFFICER

British Columbia Ferry Services Inc.
Suite 500 – 1321 Blanshard Street
Victoria, BC V8W 0B7
Tel (250) 381-1401
www.bcferrries.com

RECEIVED

NOV 20 2018

Mr. Travis Hall
PO Box 186
Bella Coola, B.C. V0T 1C0

Central Coast Regional District

November 13, 2018

Dear Mr. Hall,

We would like to extend our congratulations on your recent election as Director of Central Coast Regional District.

We look forward to working with you in your role as the representative for Bella Bella, one of the many regions we serve in coastal British Columbia.

This past year we transported more than 22 million passengers, and 8.7 million vehicles in our 35-vessel fleet, serving 25 routes. Residents from your community, and visitors to your community, are among these travellers. We understand that ferry service to and from the area is an essential part of day-to-day life, and we continually focus on providing an excellent and seamless customer experience.

When things settle down, I hope we can meet to re-introduce BC Ferries to share our future plans and talk about how we can work together going forward.

I wish you all the best in this new term of office, and look forward meeting in person.

Sincerely,

Mark Collins
President & CEO



PRESIDENT & CHIEF EXECUTIVE OFFICER

British Columbia Ferry Services Inc.
Suite 500 – 1321 Blanshard Street
Victoria, BC V8W 0B7
Tel (250) 381-1401
www.bcferries.com

RECEIVED

NOV 20 2018

Mr. Samuel Schooner
PO Box 186
Bella Coola, B.C. V0T 1C0

November 13, 2018

Central Coast Regional District

Dear Mr. Schooner,

We would like to extend our congratulations on your recent election as Director of Central Coast Regional District.

We look forward to working with you in your role as the representative for Bella Coola, one of the many regions we serve in coastal British Columbia.

This past year we transported more than 22 million passengers, and 8.7 million vehicles in our 35-vessel fleet, serving 25 routes. Residents from your community, and visitors to your community, are among these travellers. We understand that ferry service to and from the area is an essential part of day-to-day life, and we continually focus on providing an excellent and seamless customer experience.

When things settle down, I hope we can meet to re-introduce BC Ferries to share our future plans and talk about how we can work together going forward.

I wish you all the best in this new term of office, and look forward meeting in person.

Sincerely,

Mark Collins
President & CEO



**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
DECEMBER 2018 REPORT**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: December 13, 2018
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Operations Monthly Report

RECOMMENDATION:

1. THAT the December 2018 Operations Report be received.

**CCRD OPERATIONS
DECEMBER 2018 HIGHLIGHTS**

SOLID WASTE MANAGEMENT

1. The grand opening for the new Thorsen Creek Transfer Station and Recycle Depot was held on Saturday, November 24th. Turn-out was excellent, with more than 220 household showing up to collect free 50th Anniversary recycle bins.



Photo (Matthew Wheelock): CCRD staff were on hand at the grand opening to give away free recycle bins. L to R: Evangeline Hanuse, Destiny Mack, Rose Liu.



Photo (Matthew Wheelock): Representatives from the Nuxalk Nation and CCRD were on hand for the ribbon cutting event. L to R: Joseph Fletcher (CCRD Recycling Attendant), Jim Mack (Nuxalk Councilor), Sam Schooner (CCRD Chair), Jayme Kennedy (CCRD Area C Director), Ken McIlwain (CCRD Operations Manager), Brad Solhjell (Landfill Attendant).



Photo: Ornamental Cornus (Dogwood) trees planted with funding from Trees Canada/BC Hydro Re-greening Grant.

2. At the CCRD November 8th Board Meeting the following resolution was carried:

18-11-15 *M/S Directors Kennedy/Hall That the Board of Directors of the Central Coast Regional District authorize staff to investigate the financial and operational feasibility of opening the Thorsen Creek Waste and Recycling Centre for an additional day per week for a limited period of time and furthermore, if it is deemed financially and operationally feasible to do so, proceed with implementing the extra day of operation for part of the remainder of the 2018 season.*

CARRIED

Following the November Board meeting, CCRD staff spoke with the Landfill Contractor and recycling staff and confirmed that it was operationally feasible to open an additional day per week.

CCRD staff then reviewed the solid waste expenditures to date and projected income for the remainder of the year based on the current 2 days of operation per week. Projections showed a small year-end deficit of \$650. As a result, staff deemed it to be financially unfeasible to open for additional operating days over and above the current 2 days per week.

RECREATION FACILITIES

1. **Centennial Pool:** The CCRD Operations Manager met with the pool commission on December 4th to provide an update and work on budgeting matters for 2019. Since the October 30 newspaper article on the pool renovation, an additional 14 votes have been cast (2 at the CCRD and 12 at the library).
2. **Skating Rink:** Interior Roads donated equipment and time to help clear the ice rink of debris and fill depressions in the asphalt. Hagensborg Fire Dept. donated time to hose down the dirt from the rink walls.

Repairs were completed to rink boards and the electrical shed. Railings between the warming hut and gate were beefed up.
3. **Walker Island Park:** A new bear proof recycling bin has been installed at Walker Island Park.
4. **Snootli Creek Park:** Trails in the north end of Snootli Creek Park are now open and clear for the winter. Tree removal operations west of the airport have been shut down for the winter. In the spring, work will resume to level and plant cleared area, and in the fall some more pile burning is scheduled.
4. **Nusatsum Park:** Interior roads donated gravel and grader time to fill and spread gravel in a large depression on the south side of the park.

BELLA COOLA TOWNSITE WATER SYSTEM

- 1. In order to help answer questions from water system customers about how our rates compare to other small water system, staff researched rates from 63 small water systems in 8 different regional districts (Columbia-Shuswap, North Okanagan, Alberni-Clayoquot, Thompson-Nicola, Cowichan Valley, Mount Waddington, Comox Valley and Central Kootenay). A residential customer using 350 cubic meters (household average) of water annually, would pay an average of \$848 per year. A commercial customer using \$550 cubic meters per year would pay an average of \$1182 annually for their water.

FIRE PROTECTION

- 1. Chief Sorensen appointed Dathan Harris as Deputy Chief and Andrew Stapleton as Training Officer. These positions were created to help address the Fire Commissioner's Office requirements outlined in the *Playbook*.

STRATEGIC INITIATIVES

CENTENNIAL POOL UPGRADE

Please see public consultation report.

DENNY ISLAND WATER SYSTEM

Verbal update will be provided.

Respectfully submitted,

Ken McIlwain, RPF, CCRD Operations Manager



CENTRAL COAST

REGIONAL DISTRICT

Encompassing the Coastal Communities of Ocean Falls, Bella Bella, Denny Island, Oweekeno and the Bella Coola Valley

73

P.O. Box 186, Bella Coola, B.C., V0T 1C0

REQUEST FOR DECISION

Telephone 250-799-5291 Fax 250-799-5750

To: Courtney Kirk, CAO
CC: CCRD Board of Directors
From: Ken McIlwain, RPF, Operations Manager
Meeting Date: December 13th, 2018
Subject: Pool Renovation Public Consultation

RECOMMENDATION:

THAT the Board of Directors of the Central Coast Regional District conclude the public engagement and voting process around concept priorities for the Centennial Pool renovation project on December 21, 2018, and furthermore;

That subject to financial engineering and operational constraints, the Board of Directors prioritizes additional pool renovation features in accordance with the voting results as of December 21, 2018.

ISSUE/BACKGROUND SUMMARY:

The replacement of the pool tank (basin) and mechanical system, along with the addition of a 10-15 person hot tub are the key deliverables of the Strategic Priority Grant funding received for the Centennial Pool Renewal. A 600 sqft training area and change room renovations are key deliverables for the Northern Development Initiative Trust grant.

Given the high level costing and contingency built into the budget, there is a chance that there will be enough funds to add to or enhance the renovation to include features that are not part of the key deliverables. To assess which additional features the public might prefer, 3 options were presented for public input. The options are very conceptual in nature. To help the public visualize these options, three panels were drafted up showing what a leisure area, tot's pool and lazy river might look like.

The Operations Manager was at the CCRD Fall Fair booth and presented the options to 80 residents who cast votes. The Pool Commission Chair has the options on display at the public library and has received 30 votes as of December 6. The options have also been on display at the CCRD office and have been presented to 2 residents who cast votes. A newspaper article was published in the Coast Mountain News on October 30, 2018 and it addressed the upcoming pool renovations. The article also shared information on how the public could view the design options and vote. A notice has been placed on the CCRD Facebook site and shared on the Belco Bulletin Board Facebook page. The notice shows the Option Panels and describes where residents can go to review the options and vote.

As of December 6, Option 1 (Shallow Leisure Area) has received 18 votes, Option 2 (Separate Warm Tot's Pool) has received 58 votes, and Option 3 (Lazy River) has received 36 votes.

Board Meeting
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CCRD ITEM C(m)

There was some initial discussion around having online voting available. There are technical challenges with this option. Staff also feel it is important to be able to explain the options and answer questions with respect to what people are being asked to vote on. Meeting face to face with residents also opens the door for more detailed discussion and feedback. It is also an opportunity to remind residents that that these options are only being discussed so we can establish preferences in the event the funding is sufficient and there is no guarantee that any of these will be achievable.

The tender documents for the design/build phase will ask proponents to provide detailed concept designs and base costing for the mandatory deliverables as per the grant. Supplementary to the base costing, proponents will be asked to concept design/spec and price additional options/features.

The detailed architectural and engineering design work will most likely take place as the first phase of a 'design/build' contract. Designs will be subject to review and approval by Vancouver Coastal Health engineers. Upon satisfactory review, they will issue a construction permit. Design work will also be scrutinized by the CCRD.

POLICY, BYLAW OR LEGISLATION:

N/A

FINANCIAL/BUDGETARY/ASSET MANAGEMENT IMPLICATIONS:

Conclusion of the public engagement process will assist moving forward with budgeting activity and tendering.

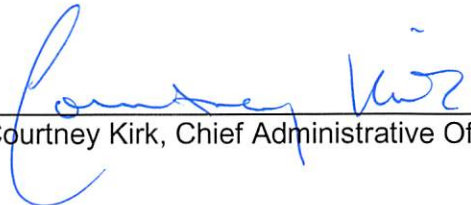
TIME REQUIREMENTS – STAFF AND ELECTED OFFICIALS:

The Operations Manager and Pool Commission Chair speak with most individuals that show up to vote. It takes approximately 5-10 minutes to present the plans and options.

OPTIONS TO CONSIDER:

- 1. Extend the public engagement process and devote more staff resources to obtaining public input. This option has the potential to delay tendering of the project.

Submitted by: _____
Ken McIlwain, RPF, Operations Manager

Reviewed by: 
Courtney Kirk, Chief Administrative Officer



Administration
 Box 3333 | 6250 Hammond Bay Road
 Nanaimo, BC Canada V9R 5N3
 t: 250.758.4697 f: 250.758.2482
 e: info@virl.bc.ca w: www.virl.bc.ca

November 9, 2018

Original sent via email

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

Dear Chair,

Re: Appointment to the 2019 Vancouver Island Regional Library Board

As the new year approaches, it is time to consider your representation on the Board of Trustees of Vancouver Island Regional Library (VIRL) – the fifth largest library system in British Columbia serving more than 410,000 residents on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast. VIRL enhances lives through universal access to knowledge, lifelong learning, and literacy in the communities we serve.

As per the *British Columbia Library Act*: "Each municipality and/or regional district that is party to the regional library district must, by resolution, appoint a representative and an alternate representative each December at the first meeting of the municipal council or regional district board. A member of the library board holds office for a term of one year: January 1 - December 31, or for the remainder of the year for which the appointment is made. A member is eligible for reappointment, but no member may serve for more than eight consecutive years. Reappointment of sitting members is encouraged in the interest of continuity..."

The *Library Act* also stipulates that "...members of a library board are not entitled to be paid by the library board for their services but may be reimbursed by it for reasonable travelling and out of pocket expenses, including child care expenses, necessarily incurred by them in performing their duties under this Act. (2) A library board may not reimburse a member for any expenses if another body reimburses the member for the expenses or pays the expenses."

Annual documentation required by December 15 for both your appointed VIRL Trustee and Alternate are:

1. By provincial legislation a copy of the certified resolution.
2. A *Statement of Financial Disclosure* (a copy of that on file with the municipality/district is acceptable).
3. A VIRL 2019 contact information form.
4. EFT form (if travel expenses are to be reimbursed via electronic file transfer).

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Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland
 Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington
 Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen
 Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay West

Board Meeting

DEC 13 2018

CCRD ITEM

C(n)



76

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

Please complete and return the enclosed forms and a copy of the certified resolution by December 15, 2018 to the attention of Mariah Patterson, Executive Assistant, by mail or email: mpatterson@virl.bc.ca.

If you require additional information, please contact Ms. Patterson by phone: 250-729-2310 or email. Thank you for your continued support of Vancouver Island Regional Library!

Sincerely,

A handwritten signature in black ink that reads "Rosemary Bonanno".

Rosemary Bonanno, BA MLS
Executive Director

CC: Courtney Kirk, CAO, Central Coast Regional District

Strong Libraries ■ Strong Communities

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Liabilities – s. 3 (e)

List all creditors to whom you owe a debt. Do not include residential property debt (mortgage, lease or agreement for sale), money borrowed for household or personal living expenses, or any assets you hold in trust for another person:

<i>creditor's name(s)</i>	<i>creditor's address(es)</i>

Income – s. 3 (b-d)

List each of the businesses and organizations from which you receive financial remuneration for your services and identify your capacity as owner, part-owner, employee, trustee, partner or other (e.g. director of a company or society).

- Provincial nominees and designated employees must list all sources of income in the province.
- Local government officials, school board officials, francophone education authority directors and designated employees must list only income sources within the regional district that includes the municipality, local trust area or school district for which the official is elected or nominated, or where the employee holds the designated position

<i>your capacity</i>	<i>name(s) of business(es)/organization(s)</i>

Real Property – s. 3 (f)

List the legal description and address of all land in which you, or a trustee acting on your behalf, own an interest or have an agreement which entitles you to obtain an interest. Do not include your personal residence.

- Provincial nominees and designated employees must list all applicable land holdings in the province
- Local government officials, school board officials, francophone education authority directors and designated employees must list only applicable land holdings within the regional district that includes the municipality, local trust area or school district for which the official is elected or nominated, or where the employee holds the designated position

<i>legal description(s)</i>	<i>address(es)</i>

Corporate Assets – s. 5

Do you individually, or together with your spouse, child, brother, sister, mother or father, own shares in a corporation which total more than 30% of votes for electing directors? (Include shares held by a trustee on your behalf, but not shares you hold by way of security.)

no yes

If yes, please list the following information below & continue on a separate sheet as necessary:

- the name of each corporation and all of its subsidiaries
- in general terms, the type of business the corporation and its subsidiaries normally conduct
- a description and address of land in which the corporation, its subsidiaries or a trustee acting for the corporation, own an interest, or have an agreement entitling any of them to acquire an interest
- a list of creditors of the corporation, including its subsidiaries. You need not include debts of less than \$5,000 payable in 90 days
- a list of any other corporations in which the corporation, including its subsidiaries or trustees acting for them, holds one or more shares.

_____ _____
signature of person making disclosure *date*

Where to send this completed disclosure form:

Local government officials:

... to your local chief election officer

- with your nomination papers, and

to the officer responsible for corporate administration

- between the 1st and 15th of January of each year you hold office, and
- by the 15th of the month after you leave office

School board trustees/ Francophone Education Authority directors:

... to the secretary treasurer or chief executive officer of the authority

- with your nomination papers, and
- between the 1st and 15th of January of each year you hold office, and
- by the 15th of the month after you leave office

Nominees for provincial office:

- with your nomination papers. If elected you will be advised of further disclosure requirements under the *Members' Conflict of Interest Act*

Designated Employees:

... to the appropriate disclosure clerk (local government officer responsible for corporate administration, secretary treasurer, or Clerk of the Legislative Assembly)

- by the 15th of the month you become a designated employee, and
- between the 1st and 15th of January of each year you are employed, and
- by the 15th of the month after you leave your position

Print Form

Clear Form



Board of Trustees 2019 Appointment Form Alternate

The _____ has appointed as *Alternate* _____
Municipality/ Regional District *name and title*

on the Vancouver Island Regional Library (VIRL) Board for the term January 1 – December 31, 2019. This appointment will continue until a successor is appointed, as provided under Section 18(3) of the Library Act, unless the member is removed for cause as provided under Section 18(4) of the Library Act.

Alternate's Information

Mailing/Courier Address: _____
City: _____ Postal Code: _____

Email (please check preferred email address)

Home: _____ Municipal: _____
 Other: _____

Phone (please check preferred contact number)

Home: _____ Cell: _____
 Other: _____

Birthdate (required for insurance purposes)

Day: _____ Month: _____ Year: _____

Staff Contact

Name: _____ Position: _____
Telephone: _____ Email: _____

Alternate's Signature *Date*

Please submit to Mariah Patterson, Executive Assistant, by December 15, 2018 along with:

- a Certified Copy of the Resolution
- a Statement of Financial Disclosure
- an EFT (electronic file transfer) form for expense claim reimbursements

via mpatterson@virl.bc.ca or 6250 Hammond Bay Road, Nanaimo, BC V9R 5N3. Thank you.



Administration
 Box 3333 | 6250 Hammond Bay Road
 Nanaimo, BC Canada V9R 5N3
 t: 250.758.4697 f: 250.758.2482
 e: info@virl.bc.ca w: www.virl.bc.ca

November 9, 2018

Original sent via email

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

Dear Chair,

Re: Appointment to the 2019 Vancouver Island Regional Library Board

As the new year approaches, it is time to consider your representation on the Board of Trustees of Vancouver Island Regional Library (VIRL) – the fifth largest library system in British Columbia serving more than 410,000 residents on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast. VIRL enhances lives through universal access to knowledge, lifelong learning, and literacy in the communities we serve.

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The *Library Act* also stipulates that "...members of a library board are not entitled to be paid by the library board for their services but may be reimbursed by it for reasonable travelling and out of pocket expenses, including child care expenses, necessarily incurred by them in performing their duties under this Act. (2) A library board may not reimburse a member for any expenses if another body reimburses the member for the expenses or pays the expenses."

Annual documentation required by December 15 for both your appointed VIRL Trustee and Alternate are:

1. By provincial legislation a copy of the certified resolution.
2. A *Statement of Financial Disclosure* (a copy of that on file with the municipality/district is acceptable).
3. A VIRL 2019 contact information form.
4. EFT form (if travel expenses are to be reimbursed via electronic file transfer).

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Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

Please complete and return the enclosed forms and a copy of the certified resolution by December 15, 2018 to the attention of Mariah Patterson, Executive Assistant, by mail or email: mpatterson@virl.bc.ca.

If you require additional information, please contact Ms. Patterson by phone: 250-729-2310 or email. Thank you for your continued support of Vancouver Island Regional Library!

Sincerely,

Rosemary Bonanno, BA MLS
Executive Director

CC: Courtney Kirk, CAO, Central Coast Regional District

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Board of Trustees
2019 Appointment Form
Trustee

The _____ has appointed as Trustee _____
Municipality/ Regional District name and title

on the Vancouver Island Regional Library (VIRL) Board for the term January 1 – December 31, 2019.
This appointment will continue until a successor is appointed, as provided under Section 18(3) of the
Library Act, unless the member is removed for cause as provided under Section 18(4) of the Library Act.

Trustee Information

Mailing/Courier Address: _____
City: _____ Postal Code: _____

Email (please check preferred email address)

[] Home: _____ [] Municipal: _____
[] Other: _____

Phone (please check preferred contact number)

[] Home: _____ [] Cell: _____
[] Other: _____

Birthdate (required for insurance purposes)

Day: _____ Month: _____ Year: _____

VIRL iPad Loan (if you do not currently have a tablet/iPad for meetings)

[] Yes, please provide an iPad for loan during my 2019 term.

Staff Contact

Name: _____ Position: _____
Telephone: _____ Email: _____

Trustee Signature Date

Please submit to Mariah Patterson, Executive Assistant, by December 15, 2018 along with:
[] a Certified Copy of the Resolution
[] a Statement of Financial Disclosure
[] an EFT (electronic file transfer) form for expense claim reimbursements
via mpatterson@virl.bc.ca or 6250 Hammond Bay Road, Nanaimo, BC V9R 5N3. Thank you.



Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

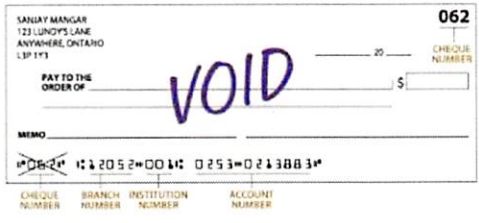
DIRECT DEPOSIT AUTHORIZATION FOR ELECTRONIC FUNDS TRANSFER (EFT)

Use this form to:
 Start Direct Deposit Payments OR **Change** information previously submitted
Effective date: _____
D M Y

Contact Information:
Company or person to receive payment:
Address: _____ Phone: _____
Contact Person: _____ Fax: _____
Title: _____ Email: _____

Confirmation of Deposits:
Your statement of account from your bank will show payment from Vancouver Island Regional Library.

Bank Account for Deposits
Please attach a blank cheque containing banking information. Write 'VOID' across the front. OR Name of bank or financial institution: _____
Address of branch where account is located: _____
Transit No. _____ Institution No. _____
Account No. _____
Teller Stamp: _____



Authorized Electronic Funds Payments:
I authorize Vancouver Island Regional Library (VIRL) to deposit, by electronic fund transfer, payments owed to me and, if necessary, to debit entries and adjustments for amounts deposited electronically in error. VIRL will deposit the payments in the bank account designated above. I recognize that I am responsible for payment errors that result from incomplete or inaccurate information on this form.

Authorized Signature: _____
Print Name: _____
Title: _____
Date: _____

Fax, scan and email, or mail completed form and void cheque to:

Vancouver Island Regional Library
Box 3333
Nanaimo, BC V9T 6M9

Attention: Finance Dept.
Fax: 250.729.2331
Email: dchanakos@virl.bc.ca

Questions?
Call: 250.585.9066
Email: dchanakos@virl.bc.ca

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REQUEST FOR DECISION

To: Board of Directors

From: Courtney Kirk, CAO

Meeting Date: December 13, 2018

Subject: Emergency Management MOU

Recommendation:

THAT the Board of Directors of the Central Coast Regional District authorise Administration to participate in the planning of a celebratory event to commemorate the Emergency Management MOU;

AND THAT the Board of Directors of the Central Coast Regional District authorize the following Board members to attend the celebratory event with potential travel and remuneration costs paid:_____;

AND THAT the Board of Directors of the Central Coast Regional District authorize a financial contribution toward the celebratory event in the amount of \$_____.

Issue/Background Summary:

During the November 8, 2018 meeting of the Board, the Board of Directors resolved:

[T]hat the Board of Directors of the Central Coast Regional District enter into a revised Memorandum of Understanding with both the Nuxalk Nation and British Columbia as represented by the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General for British Columbia, as per changes to the Memorandum of Understanding advanced by British Columbia dated October 24, 2018

AND that the Chair of the Central Coast Regional District execute the revised agreement on behalf of the Board of Directors.

Crown servants representing Emergency Management British Columbia (EMBC) provided via email the final copy of the MOU signed by Minister Farnworth on Friday December 7th, 2018 (attached). EMBC asks that Chair Schooner (on behalf of CCRD) and Chief Webber (on

Meeting

DEC 13 2018

CCRD ITEM C(6)

behalf of Nuxalk Nation) sign the final MOU on behalf of each organization with original signatures on the same document if possible.

Staff from Emergency Management British Columbia and the Nuxalk Nation are planning a celebratory event to commemorate the historic signing and relationship, to be hosted by Nuxalk Nation. The tentative date for the celebratory event advanced to CCRD is January 30, 2019.

Administration is seeking Board guidance on the extent of CCRD's participation with respecting to planning and participating in the celebratory event.

Alternative tentative dates to align with the Board's February meeting in Bella Coola were suggested however at the writing of this report, an alternate date has not been agreed upon by EMBC or Nuxalk Administration.

Financial/Budgetary Implications:

Board attendance:

If the celebratory event moves forward on January 30th, 2019, the Board will need to consider whether to bring in the outer-coast directors to attend. The cost of the outer coast directors attending would likely total ~\$3750.

Outer-Coast Directors

Remuneration:

1 + ½ travel days (\$250 + \$125) x 2 = \$750

2 x work assignment ½ day \$125 = \$250

Charter:

Bella Bella – Bella Coola, return = ~ \$2500

Accommodation:

\$125/night X 2 = ~\$250

Meals:

(\$100 x 2) + (\$22 x 2) = \$244 = ~\$250

Bella Coola based Directors:

Remuneration:

3 x ½ day work assignment (\$125 x 3) = \$375

TOTAL: \$4375

Dinner/event costs:

Further, CCRD participation in the celebration could involve a contribution to the cost of the meal and facility rental. In addition the Board may wish to offer acknowledgment gifts to each of the elected officials representing EMBC and Nuxalk Council.

Dinner – up to \$1500 contribution toward costs = \$1500

Gifts – up to \$250 per gift (x2) = \$500

TOTAL \$2000

Possible CCRD contribution:

Grand Total: \$6375

Time Requirements – Staff and Elected Officials:

Administrative staff time to:

- attend meetings to plan for the celebration
- participate in the logistical tasks of the celebration
- preparation of draft speeches and other acknowledgments

Elected Official time to:

- attend the event
- travel to and from the event
- prepare for any speeches/acknowledgements
- discuss the event with constituents/media

Options to Consider:

1. No CCRD participation in the celebratory event.
2. Chair Schooner attend celebratory event on behalf of CCRD with no financial contribution.
3. Chair Schooner attend celebratory event on behalf of CCRD and provide a Board determined financial contribution.
4. Chair Schooner attend celebratory event on behalf of CCRD along with available Bella Coola based Directors only with no financial contribution.
5. Chair Schooner attend celebratory event on behalf of CCRD along with available Bella Coola based Directors only and CCRD provide a Board determined financial contribution toward the event.
6. The full Board attend the celebratory event with full CCRD participation in planning for the event and financial contribution toward the event.

Submitted by:


Courtney Kirk, Chief Administrative Officer

Memorandum of Understanding
Central Coast Regional Emergency Management Partnership

BETWEEN:

Central Coast Regional District as represented by the Chair of the Board (herein referred to as the "CCRD")

AND:

Nuxalk Nation on behalf of Nuxalkmc people, as represented by Nuxalk Nation Chief Councillor (herein referred to as the "Nuxalk Nation")

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, as represented by the Minister of Public Safety and Solicitor General (herein referred to as the "Province")

WHEREAS Emergencies can occur that cross electoral area or First Nations boundaries or have impacts or demand for response beyond the capacity of one electoral area or First Nation to respond;

WHEREAS Emergencies can occur that are cross-jurisdictional in nature or require a coordinated multi-jurisdictional, multi-agency response;

WHEREAS the Partners are committed to preparing for, responding to, recovering from, and mitigating Regional Emergencies;

WHEREAS the Partners wish to establish this Memorandum of Understanding ("MOU") to establish collaborative relationships and to determine roles and responsibilities before Regional Emergencies take place;

AND WHEREAS the Partners seek to achieve a disaster resilient Region where all levels of government, First Nations and relevant stakeholders work collaboratively towards enhanced Emergency management;

THEREFORE the Partners hereto agree to form a Central Coast Regional Emergency Management Partnership.

ARTICLE 1: INTERPRETATION

"Financial Contribution" is the Partner's financial contribution to the Partnership set out in Article 8.

"Emergency" is a present or imminent event or circumstance that

- is caused by accident, fire, explosion, technical failure or the forces of nature, and
- requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property.

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

"In-kind" means goods, commodities or services in lieu of money.

"Partners" means all partners to this MOU, and **"Partner"** means one of them as the context may require.

"Partnership" is the Central Coast Regional Emergency Management Partnership.

"Region" or **"Regional"** is a broad geographical area within the CCRD or First Nations traditional territory that may be, but is not limited to, distinguished by physical characteristics, administrative boundaries, government, religion, language, or artificial features.

"Regional Partnership Coordinator" is the Regional Partnership Coordinator for the Central Coast Regional Management Partnership established pursuant to Article 3 of this MOU.

"Steering Committee" is the Central Coast Regional Management Partnership Steering Committee established pursuant to Article 6 of this MOU.

"Sub Region" is a subset of the Region that may be, but is not limited to, distinguished by physical characteristics, administrative boundaries, government, religion, language or artificial features.

ARTICLE 2: APPLICATION OF GOVERNING AGREEMENTS AND LEGISLATION

2.1 Nothing in this MOU shall be interpreted as limiting in any way the jurisdiction, authority and fulfillment of responsibilities of:

- a) The Minister and Ministry of Public Safety and Solicitor General in respect to Emergency management under the British Columbia *Emergency Program Act*, R.S.B.C. 1996, c. 111, and Regulations or any other Acts or Regulations;
- b) CCRD in respect to emergency management under British Columbia's *Emergency Program Act Local Government Act*, R.S.B.C. 2015, c. 1, and Regulations or any other Acts or Regulations; or,
- c) Nuxalk Nation in respect to emergency management under the Federal *Emergency Management Act*, S.C. 2007, c. 15.

2.2 Nothing in this MOU shall be interpreted as limiting in any way the authorities and obligations of any Partner to this MOU who is a party to a master agreement or collective agreement entered into with a bargaining unit.

ARTICLE 3: PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING

3.1 This MOU is not legally binding or enforceable.

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

3.2 This MOU is not a treaty within the meaning of sections 25 and 35 of the *Constitution Act, 1982* and does not define or amend aboriginal rights, or limit any priorities afforded to aboriginal rights, including aboriginal title.

3.3 The Partners wish to enter into this MOU to establish the Partnership.

3.4 This MOU does not create a partnership under the *BC Partnership Act, R.S.B.C. 1996, c. 348*.

3.5 Nothing in this MOU will be construed so as to constitute any Partner as the agent, employee, partner, joint venturer, or representative of any of the other Partners.

3.6 The Partners share the common goals:

- a) to enhance Regional Emergency mitigation, preparedness, response and recovery capability and capacity for First Nation communities and all levels of government through collaborative planning, information sharing and coordinated mitigation, preparedness, response and recovery efforts from Emergencies;
- b) improve Regional Emergency management through continued and increased cooperation between First Nations, all levels of government and stakeholders in the Region;
- c) guided by Nuxalk Nation, expand the partnership to include other First Nations. The engagement of further partners will be led by the Nuxalk Nation, guided by Nuxalk values;
- d) provide opportunities to lead and coordinate Regional Emergency planning initiatives that address major Emergency or disaster events, which are, or have the potential to be, Regional or cross-jurisdictional in nature;
- e) to share information and collaborate on Regional Emergency management issues that impact the Region or Sub Region; and
- f) work with First Nation communities, all levels of government and stakeholders to identify and coordinate the development of Regional Emergency management initiatives that encompass the four phases of Emergency management (mitigation, preparedness, response, and recovery).

3.7 In recognition and consideration of the Financial Contribution, the Partners agree that they will work together to:

- a) Establish a Regional Partnership Coordinator position that will be hired by CCRD or Nuxalk Nation and be located at a facility either provided by that Partner or at a location agreed upon by all the Partners. The role of the Regional Partnership Coordinator includes:
 - i. develops plans, procedures, standards and guidelines;
 - ii. conducts research and analysis to support project scope;
 - iii. prepare documents (e.g. agenda, project updates, etc.) for the Steering Committee;
 - iv. acts as a subject matter expert in the field of emergency management;
 - v. support the development of publication and communication materials (e.g. newsletter);

Memorandum of Understanding
Central Coast Regional Emergency Management Partnership

- vi. liaises with emergency management practitioners from other levels of government, First Nations, and stakeholders to strengthen regional emergency management; and
 - vii. participate operationally as a staff member in the CCRD and emergency operations centres.
- b) Lead and coordinate Partnership projects and activities:
- i. develop a leadership policy group and define its purpose, role and responsibilities;
 - ii. complete a Regional hazard, risk, vulnerability assessment (“HRVA”);
 - iii. develop a Regional Emergency management plan based on the completed HRVA;
 - iv. jointly plan and prioritize mitigation efforts and activities;
 - v. coordinate Regional training and exercises;
 - vi. develop Regional public education resources;
 - vii. explore mutual aid agreements and shared Emergency resources;
 - viii. explore options to establish and staff a joint and collaborative Emergency operations centre for events that cross jurisdictional boundaries; and
 - ix. organize at least one meeting per year of all Partners.
- c) The Partner who hires the Regional Partnership Coordinator is responsible for providing necessary supports for the position including, but not limited to, human resources, information technology, telecommunications and basic office supplies.

ARTICLE 4: INFORMATION SHARING

4.1 All information and documentation provided to, collected by, delivered to or compiled by or on behalf of the Partners to this MOU in the performance of their duties and responsibilities shall be dealt with subject to and in accordance with Provincial Statutes, particularly the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165.

4.2 The Partners agree that for the purposes of section 16(1) (b) of the *Freedom of Information and Protection of Privacy Act*, all information disclosed and received between the Partners under this MOU is disclosed and received in confidence.

4.3 Where a Partner receives a request under the *Freedom of Information and Protection of Privacy Act*, or a Court order, summons or subpoena for disclosure of records relating to this MOU, that Partner will immediately consult all other Partners to this MOU before disclosing the records to the applicant.

ARTICLE 5: RESPONSIBILITIES

5.1 Any Partner may:

- a) from time to time, request from any other Partner additional financial contributions for specific Regional Emergency management projects;

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

- b) apply for grants together or separately, from external entities to provide funding for additional Regional Emergency management projects and capacity; and
- c) provide, together or separately, additional financial contributions or in-kind contributions if agreed upon by all the Partners.

5.2 The Partners intend to:

- a) participate in the Steering Committee to guide implementation of the MOU;
- b) provide In-kind contributions for staff participation in Partnership activities (e.g. workshops, exercises, working groups etc.); provide encouragement of electoral areas, First Nations, provincial ministries, federal departments and relevant stakeholders to participate in Partnership activities (e.g. workshops, exercises, working groups etc.);
- c) provide direction and support for a Regional Partnership Coordinator; and
- d) provide the Financial Contribution in support of the Partnership.

ARTICLE 6: STEERING COMMITTEE

6.1 The Partners will establish the Steering Committee, consisting of members representing each Partner equally in number with the purpose to work collaboratively to advance the MOU.

6.2 The Steering Committee is the decision making body of the Partnership that provides strategic direction and oversees delivery of project outputs.

6.3 The Steering Committee will:

- a) develop a Terms of Reference for itself;
- b) participate in collective decision making on Regional priorities, resources and policy recommendations;
- c) develop and administer an annual work plan and budget;
- d) liaise with other senior level decision makers as required;
- e) issue an annual report or a series of reports; and
- f) determine its own operating procedures.

6.4 The Province will provide support to the Steering Committee to:

- a) develop a work plan and budget;
- b) establish the inaugural Steering Committee meeting; and
- c) draft Partnership operational policies.

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

ARTICLE 7: TERM OF MEMORANDUM OF UNDERSTANDING

7.1 This MOU is effective on the date that it is fully executed by CCRD, Nuxalk Nation and the Province and remains in effect for three years from the date, unless extended by agreement of the Partners in writing.

7.2 This MOU may be amended by mutual written agreement by the Partners.

7.3 Partners wishing to withdraw from this MOU must provide the Steering Committee or each Partner with written notice at least six months in advance of the withdrawal date.

7.4 The MOU will remain active and in effect until terminated or amended in accordance with this MOU.

ARTICLE 8: FUNDING

8.1 The Partners recognize that adequate funding is essential to the success of the MOU.

8.2 Each Partner intends to contribute \$33,000 annually in 2018, 2019 and 2020.

ARTICLE 9: DISPUTE RESOLUTION

9.1 Any issues, matter of general concerns, or dispute resolution arising from this MOU shall first be directed to the Steering Committee for resolution and will not be referred to a tribunal or any other third party for settlement, unless under further agreement of the Partners.

ARTICLE 11: NOTICES

11.1 All notices and communications provided for in this MOU must be in writing and must be delivered at the following addresses:

For Central Coast Regional District:

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

For Nuxalk Nation:

Nuxalk Nation Administration
PO Box 65
Bella Coola, BC, V0T 1C0

For the Province:

Emergency Management BC

Memorandum of Understanding
Central Coast Regional Emergency Management Partnership

Block A, Suite 200
2261 Keating Cross Road
P.O. Box 9201, Stn. Prov. Govt.
Victoria, BC, V8W 9J1

or at such address as a Partner has advised in writing.

11.2 Delivery of notices and communications will be deemed to have occurred for the various delivery methods as follows:

- a) by mail – 7 days after mailing;
- b) by personal delivery – when delivered; and
- c) by courier – on the next business day following the date the courier indicates delivery;.

ARTICLE 12: SIGNATORIES

This MOU reflects the good faith and spirit of cooperation of the Partners.


Date: _____

By: _____
Chief Wally Webber
Nuxalk Nation Chief Councillor

Date: _____

By: _____
Samuel Schooner
Chair of the Board
Central Coast Regional District

Date: 2018/12/07

By: 
Honourable Mike Farnworth
BC Minister of Public Safety and Solicitor
General for British Columbia



INFORMATION BULLETIN

For Immediate Release
2018FLNR0327-002332
Dec. 4, 2018

Ministry of Forests, Lands, Natural Resource Operations
and Rural Development
BC Wildfire Service

Wildland firefighter recruitment underway for 2019

WILLIAMS LAKE – The BC Wildfire Service is accepting applications for wildland firefighter positions for the 2019 fire season.

Online applications can be submitted on the BC Wildfire Service website until Jan. 15, 2019.

The BC Wildfire Service is looking for new recruits to fill positions throughout the province, including in Williams Lake, Quesnel, 100 Mile House and Alexis Creek. Provincially, between 150 and 200 positions will be available.

Applicants who pass the screening phase will be invited to attend an interview and complete a fitness assessment. These steps will be completed in February in various locations throughout the province. In Williams Lake, interviews will be held the week of Feb. 19, 2019.

New firefighter recruits typically start work in early May and finish work at the end of September. They may be offered an opportunity to work into the fall, depending on wildfire conditions and activity. (Students are able to end their work terms early to return to school.)

After new recruits successfully complete their first fire season, they are eligible for recall rights and will have a job with a four- to eight-month term. If work is available, this could lead to a year-round job with the BC Wildfire Service, allowing people to pursue firefighting as a career.

Firefighting is a unique job. It’s a great opportunity for people who are interested in challenging themselves mentally and physically, seeing some of the most spectacular locations in the province, and working with a group of dedicated people who are passionate about what they do. During the winter, firefighters are able to spend time pursuing other activities, such as attending school or travelling.

To learn more about the application process, get details about required and preferred qualifications, and complete the online application, visit: www.gov.bc.ca/wildfirejobs

People who are interested in applying can also contact Eric Kopetski at the Cariboo Fire Centre for more information.

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Contacts:

Eric Kopetski
Crew Co-ordinator
BC Wildfire Service
Cariboo Fire Centre
778 799-2091
250 267-6711

Jessica Mack
Fire Information Officer
BC Wildfire Service
Cariboo Fire Centre
778 799-2101

Connect with the Province of B.C. at: news.gov.bc.ca/connect



**CENTRAL COAST REGIONAL DISTRICT
BELLA COOLA AIRPORT OBSTACLE REMOVAL PROJECT
DECEMBER 2018 REPORT**

TO: Board of Directors, Courtney Kirk, CAO
DATE: December 13, 2018
FROM: David Flegel, Contractor, Airport Obstacle Removal Project
SUBJECT: Bella Coola Airport Obstacle Removal Project

DECEMBER 2018 AIRPORT OBSTACLE REMOVAL UPDATE

SUMMARY

We have been very lucky with the fall weather this year. We have made up the full month we lost in August due to fire hazard because we have been able to work continuously since restarting at the end of September.

Significant achievements since the November report to the BOD include:

- Completion of the clearing and grubbing phase of all the land on the west end that we intend to mow in the future.
- Burning and complete cleanup of over 60 large piles of stumps, tops, and brush on the south side of the airfield and west end from clearing activities in 2017 and 2018
- Topping and removal of the final obstacle trees on the west end. Only three or four trees remain to top that are just below the obstacle height as a preventative measure for the next 5-10 years.
- Public tender of two timber sales. A total of 7 bids were received for the two sales.

Work still ongoing this fall:

- We are commencing burning of 56 piles of debris piled last summer on the east end on Dec 4th.

WORK REMAINING

As the main areas are now cleared, the remaining work this calendar year consists of burning wood piles from 2017 on the east end. We will try and complete that work prior to Christmas.

Over the winter we have 3 more obstacles trees to top on private land on the east end. Both impacted landowners have been extremely cooperative over the past 2 years and the landowner to the south has indicated he will allow us to top these trees, including one exceptionally tall (52 m) spruce tree that is of significance to the land owner. This will bring the

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total to over 25 coniferous trees we have topped on their land as well as felling well over 100 cottonwood trees on their land.

On the West end we cleared two parcels of private land with the land owner permission, one was approximately 3 acres. We have met most of our obligations to cleanup and seed the area. We will be going back in the spring to grade and seed the final piece that we were not able to achieve due to decked logs in the way.

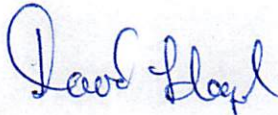
Also on the west end we cleared another private parcel of approximately 7 acres. We have done the main clearing and piling of this area, but will not be able to burn the 22 piles remaining until the fall of 2019. In the spring we will grade and seed as much of the area as we can.

Further west on the west end in the area north of Walker Island Park we finished the land clearing but there remains approximately 20 piles to burn in the fall of 2019. In the spring of 2019 we will try to grade and seed as much area as possible in the interim.

In the spring of 2019 we have some trail restoration and clean up work to do of the previously existing trails linking into the Walker Island Trail network.

Some strategic fencing can be re-established to help delineate that active airfield operation area so pedestrians and dogs aren't tempted to walk on controlled air surfaces.

Submitted by,



David Flegel
Contract Project Manager, Bella Coola Airport Obstacle Removal Project

Burning south of Airfield



Logs saved for CCRD use for bridges and trails



**DENNY ISLAND AIRPORT COMMISSION MEETING
November 29th, 2018 MINUTES**

Meeting Brought to Order: 7:05pm

Present: Mark Schlichting, Jean Wood, Doug Sharkey, Steve Emery, Ingmar Lee, Daniel Bertrand (CCRD rep)

Guests: Rusty Snow, John Gerry, Kathy Sereda, Tracy McDonald

Absent: Danny Oliver (off island)

Acceptance of Agenda:

Amended Agenda was accepted - Steve/Mark, carried

Acceptance of Last Meeting Minutes: Ingmar/Jean, carried

Correspondence: General discussion on;

- 2018 brushing contract
- Coast Guard COMSHEL
- Centre-line painting scam
- CCRD guidelines for removing rock from strip

Budget: Budget presented up to November 18th, 2018. Motion to accept as presented - Steve/Mark, carried

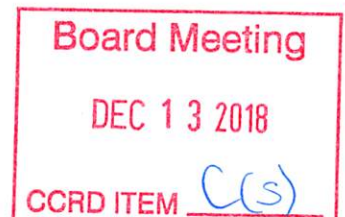
New Business:

1. DIAC names forwarded to CCRD for 2019: Ingmar Lee, Rusty Snow, John Gerry, Steve Emery, Mark Schlichting, Jean Wood and Doug Sharkey
2. Camera: Steve Emery is to investigate type and installation of camera that would suit the airport's needs. To report back at next meeting.
3. Cracks in asphalt. Approximate cost \$8,000. Motion to repair cracks before irreversible damage and proceed with public bid for next spring - Daniel / Ingmar, carried
4. Aircraft fuel theft resolved as pilot error
5. Rocks removed at north end of strip by Department of Highways need to be replaced. Motion to hire Steve Emery Contracting to replace them – Mark / Ingmar, carried
6. Solar powered light for airport crapper to be ordered by Mark; cost \$35. Motion to proceed - Ingmar / Steve, carried

Old Business:

1. Rocks swept off runway and apron, 8 hrs of labour
2. Camera sign completed and mounted by Shearwater
3. Brushing contract completed and DIAC recommended payment
4. DASH7 landings completed without complications or complaints
5. Terminal roof. Motion to have Daniel approach CCRD about acquiring funding to repair and complete terminal building - Steve / Ingmar, carried

Meeting Adjourned: 8:10pm - Jean/Steve, carried





REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Director Bertrand
Meeting Date: December 13th, 2018
Subject: Grant Application for a new roof or new Terminal Building for Denny Island Airport

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve the programme and internal resources necessary for submitting a grant application for a new roof or terminal building for Denny Island Airport.

Issue/Background Summary:

The Denny Island Airport Commission, at a recent meeting with Director Bertrand, resolved that Director Bertrand enquire as to whether the CCRD could assist the Commission secure grant funding to either improve or replace the terminal building.

The terminal building is old and dilapidated. The roof leaks and the building does not have wheelchair access. The building is in need of a new roof as a minimum. As the time and resources necessary to seek funding for a new roof may be the same or similar to apply for funding for a new building, it could be more efficient to seek funding for a new building.

Policy, Bylaw or Legislation:

Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

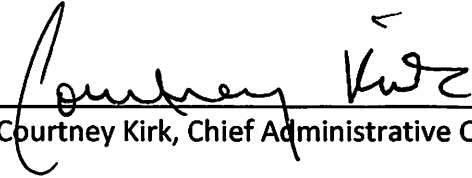
A small amount of staff time to support the grant writing programme.

Options to Consider:

Seek grant funding or don't seek grant funding.

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Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer

From: [REDACTED]

Sent: November 13, 2018 4:33 PM

To

Subject: Province of BC Referral Request for Notation of Interest (S16 Withdrawal - with works permitted to build Radar Tower and storage shed)

Central Coast Regional District

Notation of Interest

Referral Number: 107194204 - 002

Reference Number: 344436

Request Sent: November 13, 2018

Response Due: December 13, 2018

You are invited to comment on the following application(s). A response is optional. If no response is received by the deadline, the application and adjudication process will move ahead.

The Canadian Coast Guard has applied for two sites for withdrawal from Disposition under the Land Act. The proposal is to establish radar towers, storage sheds, and clear enough area to allow for flight approach by helicopter for service and maintenance. The two sites are geographically separate: Denny Island, Mount Collinson. Shapefiles available on request.

Please [Click Here](#) to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit <http://www.frontcounterbc.gov.bc.ca/ereferrals.html> for instructional videos. To obtain a BCeID, please visit <https://www.bceid.ca/>

For technical assistance with e-Referrals, please contact FrontCounter BC at 1-877-855-3222.

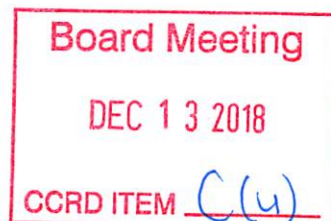
For more information regarding this referral, please contact the "Email Coordinator" given within the referral.

Note that it can take an extended period of time to connect from the BCeID login to the e-Referrals website, this is normal. Avoid re-clicking the "Next" button or you could extend this connection time.

Please do not reply to this email.

Cyndy Grant

FrontCounter BC
Authorizations Forester



RECEIVED

DEC 10 2018

Central Coast Regional District

Central Coast Regional District
P O Box 186
Bella Coola BC V0T 1C0

You are a participant in an appeal before the Property Assessment Appeal Board. The Board's records indicate that you prefer to receive correspondence from the Board by mail. Attached is/are a document/documents addressed or copied to you, from the Board.

Participants may elect to receive correspondence from the Board by regular mail, facsimile or e-mail. If you would like to change your preferred method of delivery, please contact the Board at (604) 775-1740 (facsimile: 775-1742; email:office@paab.bc.ca)

[Attachments]
944821.pdf
bdw00944814.pdf

Board Meeting
DEC 13 2018
CCRD ITEM C(v)



PROPERTY ASSESSMENT APPEAL BOARD

Suite 10, 10551 Shellbridge Way
Richmond BC
V6X 2W9

Telephone: 604-775-1740
Toll-free phone: 1-888-775-1740
Facsimile: 604-775-1742
Toll-free facsimile: 1-888-775-1742

E-Mail: office@paab.bc.ca

Web Site: www.assessmentappeal.bc.ca

December 3, 2018

Ref. #: 20183142

Attn: Ross Mosher
NAV CANADA

ASSESSOR OF AREA #24 - CARIBOO

Appeal No: 2011-24-00014; 2012-24-00004; 2013-24-00013; 2015-24-00008;
2016-24-00006; 2017-24-00005; 2018-24-00002

Roll No: 24-49-749-00335.455; 24-49-749-00335.460

Nav Canada v. Assessor Of Area #24 - Cariboo

Enclosed is the Board's decision in the above appeal.

If you disagree with the Board's decision, please refer to the information at the end of this decision regarding the procedure and deadline for appealing to the Supreme Court of British Columbia, on a question of law only. If you would like more information about the stated case process, please contact the Board.

For the Board

Steve Guthrie, Registrar

Enclosures

- Pc. Quesnel Rural ()
- Bella Coola Rural ()
- Transport Canada ()
- Crown Federal (Mario Von Riedemann)
- B C Assessment, C E O (Jason Grant)
- Williams Lake Rural ()
- The Regional Group Of Companies Inc. (John Clark)
- Wilson Laycraft (Brian Dell)
- B C Assessment Authority (Janice Thomas)
- B C Assessment Authority (Gregg Paton)
- Crease Harman & Company (Peter Klassen)
- City Of Williams Lake ()
- Central Coast Regional District ()
- Crown Federal (Jake Froese)
- Crown Land Adjudication ()

PROPERTY ASSESSMENT APPEAL BOARD
OF BRITISH COLUMBIA

IN THE MATTER OF AN APPEAL PURSUANT TO S. 50 OF THE ASSESSMENT ACT

CONCERNING:

NAV CANADA

APPELLANT

AND

ASSESSOR OF AREA #24 - CARIBOO

RESPONDENT

Appeal Nos.: 2011-24-00014; 2012-24-00004; 2013-24-00013; 2015-24-00008;
2016-24-00006; 2017-24-00005; 2018-24-00002

Date of Decision: December 3, 2018

Properties: 24-49-749-00335.455, 1685 Airport Road, Bella Coola Rural
24-49-749-00335.460, Airport Road, Bella Coola Rural

The Board has considered the Appellant's request to withdraw these appeals.

The Board allows the withdrawal and will close its files.

For the Board



Simmi K. Sandhu, Chair

APPEAL OF BOARD'S DECISION

Pursuant to section 65(1) of the *Assessment Act*, any person who is affected by the above decision may appeal by way of Stated Case to the Supreme Court of British Columbia **on a question of law only**. To do so, you must notify the Board in writing **and** include the question(s) of law that you want the Court to answer **within 21 days** of your receipt of the Board's decision. You may contact the Board for a form, which can be used for this purpose.

Property Assessment Appeal Board
Suite 10, 10551 Shellbridge Way
Richmond BC V6X 2W9

Telephone: 604-775-1740
Toll-free: 1-888-775-1740
Fax: 604-775-1742
Toll-free fax: 1-888-775-1742

E-Mail: office@paab.bc.ca
Web Site: www.assessmentappeal.bc.ca



2019 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC members elect directors to the Executive Committee at the Convention. The Executive Committee ensures that the policies set by the general membership are carried forward, and provides direction for the Association between Conventions. This circular is notice of the AVICC Executive Committee positions open for nomination, and the procedures for nomination.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

Candidates must be an elected official of an AVICC local government member and must be nominated by two elected officials of an AVICC local government member. Background information on the key responsibilities and commitments of an AVICC Executive member is provided following the nomination form. The Chair of the 2019 Nominating Committee is Past President Mary Marcotte.

3. NEXT STEPS

The Nominating Committee will review the credentials of each candidate for eligibility. A Report on Nominations including a photo and 300-word biography will be prepared under the direction of the Nominating Committee and distributed prior to the Convention.

**To be included in the Report on Nominations,
Nominations Must Be Received By FEBRUARY 7, 2019**

4. AT CONVENTION

Candidates may also be nominated at the Convention from the floor. Candidates and their two nominators must be elected officials of an AVICC local government member.

5. FURTHER INFORMATION

All enquiries should be directed to:

**Past President Mary Marcotte, Chair, 2019 Nominating Committee
c/o AVICC
525 Government Street
Victoria, BC V8V 0A8
Phone: (250) 356-5122
email: avicc@ubcm.ca**

Board Meeting

DEC 13 2018

CCRD ITEM C(w)

NOMINATIONS FOR THE 2019-20 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate¹ a candidate and we nominate:

Candidate Name: _____

Current Local Gov't Position (Mayor/Councillor/Director): _____

Local Government Represented: _____

AVICC Executive Office Nominated For: _____

MEMBERS NOMINATING THE CANDIDATE:

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated for pursuant to the AVICC Bylaws and Constitution². I also agree to provide the following information to avicc@ubcm.ca by **Thursday, February 7, 2019**.

- Photo in digital format
- Biographical information of approximately 300 words

Printed Name: _____

Current Position: _____

Muni/RD: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of local governments that are members of the Association.

² All nominees must be an elected official of an AVICC local government member. Nominees for the position of Electoral Area Representative must be an Electoral Area Director.

**Return To: Past President Mary Marcotte, Chair, Nominating Committee,
c/o AVICC, 525 Government Street, Victoria, BC V8V 0A8
or scan and email to avicc@ubcm.ca**



BACKGROUND INFORMATION FOR CANDIDATES TO THE AVICC EXECUTIVE

1. RESPONSIBILITY OF AVICC EXECUTIVE

Under the AVICC Bylaws:

"The Executive shall manage or supervise the management of the Society"

See <http://avicc.ca/about-the-avicc/constitution-bylaws/> for a complete copy of the AVICC Constitution and Bylaws.

2. AVICC EXECUTIVE STRUCTURE

- President
- First Vice-President
- Second Vice-President
- Director at Large (three positions)
- Electoral Area Representative
- Past President

COMMITTEES

The President may appoint Executive members to AVICC committees and to external committees and working groups as required. The Nominating Committee is a standing committee and is comprised of the Past President and the Secretary-Treasurer. All members of the Executive serve on the Resolutions Committee.

CONTRACTED EMPLOYEE

The Association contracts with UBCM for the provision of key services that support the Association. A staff person based in Victoria's Local Government House provides the key functions. The President is responsible for overseeing the regular activities of the Association and for providing direction to staff.

3. EXECUTIVE MEETINGS

The full Executive meets in person five times a year, following this general pattern:

- During the last day of the annual Convention (less than 15 minutes)
- Mid June
- End of October
- Mid January
- Thursday before the Annual Convention

Executive meetings (other than those in conjunction with the Convention) are generally held on a Friday or Saturday from 10:00 am to 3:00 pm and are typically held in Nanaimo. Meetings by teleconference occur 2-3 times per year on an as needed basis (60-90 minutes).

Travel expenses and a per diem are provided for Executive Meetings. For the meeting held on the Thursday before the Convention, reimbursement is only for the added expenses that would not normally be incurred for attending the annual Convention.



2019 AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 7, 2019**

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the AVICC for consideration please send:

1. One copy submitted as a **word document** by email to avicc@ubcm.ca; AND
2. One copy of the resolution by regular mail to:
AVICC, 525 Government Street, Victoria, BC V8V 0A8

Guidelines for preparing a resolution follow, but the basic requirements are:

- Resolutions are only accepted from AVICC member local governments, and must have been endorsed by the board or council.
- Members are responsible for submitting accurate resolutions.
- Separate **background information explaining the resolution must** accompany each resolution submitted. This information will be shared on the AVICC website.
- Sponsors should be prepared to introduce their resolutions on the Convention floor.
- The resolution should not contain more than two "whereas" clauses.
- Each whereas clause must only have **one sentence**.
- Local government staff should check the accuracy of legislative references, and be able to answer questions from AVICC/UBCM about each resolution. Contact AVICC/UBCM for assistance in drafting the resolution.

LATE RESOLUTIONS

- a. A resolution submitted after the regular deadline is treated as a "Late Resolution". Late Resolutions need to be received by AVICC by noon on **Wednesday, April 10th**.
- b. Late resolutions are not included in the resolutions package sent out to members before the Convention. They are included in the Report on Late Resolutions that is distributed on-site.
- c. The Resolutions Committee only recommends late resolutions for debate if the topic was not known prior to the regular deadline date or if it is emergency in nature. Late Resolutions require a special motion to admit for debate.
- d. Late resolutions are considered after all resolutions printed in the Resolutions Book have been debated. The time is set out in the program, and is normally on Sunday morning.

UBCM RESOLUTION PROCEDURES

UBCM urges members to submit resolutions to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

UBCM and its member local governments have observed that submitting resolutions first to Area Associations results in better quality resolutions overall. If absolutely necessary, however, local governments may submit council or board endorsed resolutions directly to UBCM prior to June 30. Should this be necessary, detailed instructions are available on the UBCM website.

UBCM RESOLUTIONS PROCESS

1. Members submit resolutions to their Area Association for debate.
2. The Area Association submits resolutions endorsed at its Convention to UBCM.
3. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention.
4. Resolutions endorsed at the UBCM Convention are submitted to the appropriate level of government for response.
5. UBCM will forward the response to the resolution sponsor for review.

UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble and an enactment clause. The preamble describes *the issue* and the enactment clause outlines *the action being* requested. A resolution should answer the following three questions:

- a) What is the problem?
- b) What is causing the problem?
- c) What is the best way to solve the problem?

Preamble:

The preamble begins with "WHEREAS", and is a concise paragraph about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. Supporting background documents can describe the problem more fully if necessary. Do not add extra clauses.

Only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "THEREFORE BE IT RESOLVED", and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. The enactment should propose a specific action by AVICC and/or UBCM.

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

How to Draft a Resolution:

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is unclear or too complex for them to understand quickly. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit, and may end up as a Late Resolution not admitted for debate.

2. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution without having to try to interpret complicated text or vague concepts.

3. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the act or regulation.

4. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully. Submit background information in one of the following formats:

i Supplementary Memo:

A brief, one-page memo from the author, that outlines the background that led to the presentation and adoption of the resolution by the local government.

ii Council/Board Report:

A report on the subject matter, presented to the council or board along with the resolution. If it is not possible to send the entire report, then extract the essential background information and submit it with the resolution.

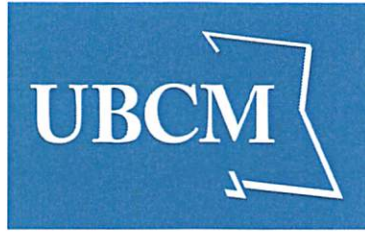
Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned and having to be resubmitted as a late resolution.

5. Construct a brief, descriptive title.

A title identifies the intent of the resolution and helps eliminate the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

6. For resolutions to be debated at UBCM, focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across the province. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts.



Sample Resolution

CURTAIL JUMPING OVER DOGS
[SHORT TITLE]

City of Green Forest
[Sponsor]

WHEREAS the quick brown fox jumped over the lazy dog;

Semicolon precedes
"WHEREAS" clause.

AND WHEREAS the lazy dog does not enjoy games of leapfrog:

Colon precedes
"THEREFORE" clause.

THEREFORE BE IT RESOLVED that the quick brown fox will refrain from jumping over the lazy dog.

[A second enactment clause, if absolutely required:]

AND BE IT FURTHER RESOLVED that in the future the quick brown fox will invite a different partner to participate in games of leapfrog.

*Your resolution should follow the structure of this sample resolution.
Draft your resolution to be as readable as possible within these guidelines.*



CENTRAL COAST REGIONAL DISTRICT 2018 ELECTIONS REPORT

TO: Courtney Kirk, CAO
CC: Board Chair and Board Members
DATE: December 13, 2018
FROM: Evangeline Hanuse, Local Governance Management Intern
SUBJECT: 2018 Elections Report

RECOMMENDATIONS:

1. THAT the Central Coast Regional District receives the report.

CCRD & SD 49 ELECTION

ELECTIONS AND VOTING

The statutory calendar from the 2018 BC Local Elections Manual was crucial in helping to maintain key target dates and timelines. With the use of the calendar Jim Tarves, Chief Election Officer, and I were able to stay within target dates.

School District 49 agreed that the CCRD would hold their trustee election process. With their agreement in place we utilized the BCE and Nusatsum School gyms for voting day because of their size and convenience to voters.

BYLAW

Bylaw No. 482, Election and Assent Voting Bylaw adopted on June 29, 2018 sets out voting parameters for the CCRD. Included is elector registration, advance voting opportunities, mail ballot voting, order of names on ballots, number of scrutineers at voting places, and number of scrutineers for assent voting.

FINANCE

Currently we are wrapping up the 2018 election expenditure. The CCRD had an *Election Cost Sharing Agreement* with the School District No. 49 in place. Some election costs will be shared between the CCRD and the School District.

ASSESSING RISK

Courtney Kirk helped in assessing risks identified in terms of the nomination and election process. With the risks assessed our team was able to mitigate potential issues. For example, by being proactive we worked diligently to ensure our information was being brought to the public in a wide range of areas in order to capture the widest audience.

STAKEHOLDERS

Stakeholders were identified and connections were made early on and regularly to maintain a strong line of communication.

Helen Zhao, Secretary Treasurer, was our contact person for School District 49 and was made aware of any notices or flyers going out, key dates, voting times etc. Contact was made with Steve Dishkin, Superintendent, to work out the logistics of using the school gyms during voting period.

Destiny Mack, Executive Assistant, aided internally to post notices to our Facebook page and webpage. She also helped out immensely during the regular voting day for an extensive period and was appointed as the Presiding Election Official during the time that the Chief Election Officer and the Deputy Chief Election Officer were counting mail ballots. In this sense she had a great responsibility to maintain the structure and process independently.

Rose Liu, Chief Financial Officer, provided vital information on the election budget and payroll assistance for election officials.

Donna Mikkelson gave mentorship on previous election processes and expectations.

The Manager of Administrative Services from the Alberni-Clayoquot Regional District was extremely supportive in sharing her election templates and materials. She was available for questions and comments in the beginning of our election process.

Bob Harper graciously mentored the entire elections team using his extensive experience and background with local government and school districts. He made himself available for questions that arose and gently guided our efforts.

Jim Tarves was the Chief Election Officer and proved his brilliance by remaining calm in various situations, following strict processes and ethics. He was diligent in being timely with requests, managing the required documents, taking difficult questions and finding solutions, as well as mentoring others along the way.

Jim was responsible for many duties all framed around the ability to uphold statutes while being flexible and fair, as well as being consistent in decision making.

Some of his duties included but were not limited to:

- Appointing election officials
- Ensuring ballots were prepared
- Ensuring voting areas were well supplied
- Taking reasonable precautions to ensure electors only voted once
- Ensuring the election was conducted in accordance with the *Local Government Act*
- Receiving nomination documents
- Declaring as candidates all persons who have been nominated for office

Election coordinators were hired in the outer coast regions to assist mail ballot voting. These areas included support in Bella Bella, Denny Island, Dawsons Landing, Wuikinuxv, Ocean Falls. It cannot be understated the support that

these coordinators gave in handing ballots which in turn made it easier to count votes. The election support hired for voting day in Bella Coola and Hagensborg was also immensely helpful in creating a smooth process.

Other community members stepped forth and demonstrated their eagerness in creating awareness surrounding the election process.

DOCUMENTS

There was no end to the amount of forms, notices, flyers, and letters that were completed. Ballot templates, nomination packages and training materials were graciously provided by Bob Harper. Preparing materials ahead of time greatly reduced the stress of meeting deadlines.

TRAINING

Bob Harper made a highly useful training manual that was targeted for the Central Coast Regional District area. It was shared during a session with election officials on October 10, 2018 during training.

The training was targeted to be held during the advance voting poll in order to aid the learning experience. In this way everyone had hands on experience in dealing with the ballots and voter's list. It was a casual experience where questions were encouraged when they arose.

Other training items included voting hours, setting up a voting poll, ballot security, who can and cannot be in the voting place, declarations, opening the voting place, resident and non-resident property elector qualifications, procedures for the first elector, spoiled ballots, curbside voting, and closing the voting place.

Training for the residents in the Outer Coast region consisted of emails, telephone calls and questions being answered as they arose.

FOIPPA

One of the key pieces of legislation aside from the *Local Government Act* that we were mindful of was the *Freedom of Information and Protection of Privacy Act*. By the nature of the election process we held highly confidential documents dealing with candidates and voters. These included nomination packages, the voter's list, registration of voters, and handling photo identification. Documents were held securely in our office with the utmost of confidentiality.

VOTING DAY

The advance poll was held at the CCRD office on Wednesday, October 10th with general voting day occurring on Saturday, October 20th from 8 am to 8 pm.

Election officials noted the varying ages of young and old that came to mark their ballot. Currently research is being done on voter turnout.

OTHER HIGHLIGHTS

Overall the local election process was upheld with the highest ethical and legal considerations. It was an excellent learning experience for CCRD staff.

Working with the Canada Post mail system proved a challenge for some that wanted to put forth nominations or vote outside of mail ballot pick up in the

Outer Coast. Airplane cargo systems were used to receive nominations and send out mail ballots.

Although a place like Ocean Falls seems relatively close, to mail a package to via Canada Post, this area would involve the item getting sent from Bella Coola to Williams Lake, from Williams Lake to Richmond, from Richmond to Victoria, from Victoria to Port Hardy and from Port Hardy to its final destination.

In order to receive the mail ballots sent to the Outer Coast they had to be picked up by a charter plane. On Thursday, October 18th Wilderness Seaplanes arrived in Bella Coola and made stops with CCRD employees in Ocean Falls, Denny Island, Dawson's Landing and Wuikinuxv to receive mail ballots from election coordinators.

Recommendations

Going forward in 2022

1. Appoint a Chief Election Officer early in the year to coordinate advertising, nominations, ballot printing and voting etc. A work plan should be completed before January 1 of an election year with detail on dates of all statutory requirements.
2. The CAO should appoint an Election Official in the outer coast regions to receive candidate nominations.
3. In creating an election bylaw, include the option of mobile voting. This eliminates the amount of envelopes and paperwork used for mail ballots.
4. Also in the bylaw, utilize "Same Day Registration" which allows voters to register to vote and cast their ballots on the same day. The advantages are the work involved with maintaining a register of electors is eliminated, the work involved with adopting the Provincial list of voters as the register of resident electors is eliminated, the **cost** of advertising advance registration is saved, and the cost of printing a list of electors is saved.

Respectfully submitted,

Evangeline Hanuse
Local Government Management Intern



P.O. Box 186, Bella Coola, BC V0T 1C0
Phone (250) 799-5291 Fax (250) 799-5750 Email: info@ccrd-bc.ca

1.1.1 Encompassing our Central Coastal Communities – Stronger Together

Form No. 4-1.1

LGA s.98
VC s.48

CENTRAL COAST REGIONAL DISTRICT

DECLARATION OF ELECTION BY ACCLAMATION

I, Jim Tarves, Chief Election Officer for the Central Coast Regional District, do hereby declare, pursuant to section 98 of the *Local Government Act*, the following candidates elected by acclamation:

Office of Director of Electoral Area B (Bella Bella)

HALL, Travis


Office of Director of Electoral Area C (Tweedsmuir west to Augsburg Church)

KENNEDY, Jayme

Office of Director of Electoral Area E (Bella Coola Townsite)

SCHOONER, Sam

Given under my hand at North Saanich, British Columbia, this 24th day of September, 2018.



Jim Tarves
Chief Election Officer



P.O. Box 186, Bella Coola, BC V0T 1C0
Phone (250) 799-5291 Fax (250) 799-5750 Email: info@ccrd-bc.ca

1.1.1 Encompassing our Central Coastal Communities – Stronger Together

Form No. 4-1

LGA s.98

VC s.48

CENTRAL COAST REGIONAL DISTRICT

DECLARATION OF ELECTION BY VOTING


I, Jim Tarves, Chief Election Officer for the Central Coast Regional District, do hereby declare, pursuant to section 98 of the *Local Government Act*, that an election by voting is to be held for the following offices:

Office of Director of Electoral Area A – one to be elected.

The candidates for the office of Director of Electoral Area A (Ocean Falls, Denny Island, Wuikinuxv) are:

- BERTRAND, Dan 106 Waglisla St, Bella Bella
- EMERY, Steve 2 Croil Lake Rd, Denny Island
- JOHNSON, Frank 230 Wanukxv Rd, Wuikinuxv
- LEE, Ingmar Box 60, Denny Island

Given under my hand at North Saanich, British Columbia, this 24th day of September, 2018.



 Jim Tarves
 Chief Election Officer



P.O. Box 186, Bella Coola, BC V0T 1C0
 Phone (250) 799-5291 Fax (250) 799-5750 Email: info@ccrd-bc.ca

1.1.1 Encompassing our Central Coastal Communities – Stronger Together

Form No. 4-1

LGA s.98

VC s.48

CENTRAL COAST REGIONAL DISTRICT
DECLARATION OF ELECTION BY VOTING

I, Evangeline Hanuse, Deputy Chief Election Officer for the Central Coast Regional District, do hereby declare, pursuant to section 98 of the *Local Government Act*, that an election by voting is to be held for the following offices:

Office of Director of Electoral Area D – one to be elected.

The candidates for the office of Director of Electoral Area D (Augsburg west to Town reserve) are:

HALL, Richard	748 4-Mile Subd., Bella Coola, BC
NORTHEAST, Lawrence	1612 Brothen Rd., Hagensborg, BC

Given under my hand at 626 Cliff Street, Bella Coola, British Columbia, this 24th day of September, 2018.

Evangeline Hanuse
 Deputy Chief Election Officer

From:
Sent: November-26-18 2:07 PM
To:
Subject: harbour authority appointment

Hello there,

Neil McLachlan, Harbour Manager, is interested in knowing who will be appointed to the Harbour Authority Board. They meet the 2nd Wednesday of every month at 7:00 pm at the Airport. If anyone had questions about the meetings etc he can be reached at [redacted] He states the previous board member never attended meetings and is hoping someone that is genuinely interested in the harbor be appointed in order to address the concerns they have in their passion about the harbor.

Thank you!

Evangeline Hanuse for

Cheryl Vaavaai
Administrative Assistant



Central Coast Regional District
PO Box 186, Bella Coola BC V0T 1C0
PH: 250 799-5291 Fax: 250 799-5750
Website: www.ccrd-bc.ca
Web: www.ccrd-bc.ca www.lovecentralcoastbc.com

Board Meeting
DEC 13 2018
CCRD ITEM C(4)



October 11, 2018

Board of Directors
Central Coast Regional District
Box 186
Bella Coola, BC
V0T 1C0

RECEIVED

NOV 09 2018

Central Coast Regional District

Dear Board of Directors:

The Alberni-Clayoquot Regional District Board of Directors would like to extend their appreciation for your leadership, vision and hard work on the UBCM panel presentation, "Financing Reconciliation: Solutions for Local Government". That Resolution B150 was unanimously endorsed at UBCM confirms the merits of continuing to explore this avenue of closing the fiscal and relational gaps between the indigenous and non-indigenous communities in British Columbia and the rest of the Canada.

The Board would specifically like acknowledge the work of:

- Director and Chief Frank Johnson
- Director Travis Hall,
- Director Richard Hall
- Director Sam Schooner
- Chair Alison Sayers
- Courtney E. Kirk, CAO

I am also pleased to inform you that, at the September 26th Board of Directors meeting, the ACRD Board resolved to authorize its members and Chief Administrative Officer to continue to support the efforts in relation to this initiative as part of the ACRD's commitment to Reconciliation.

We look forward to our continued work together.

Sincerely,

John Jack
Chair

Board Meeting
 DEC 13 2018
 CCRD ITEM Q.vi.



October 11, 2018

Mr. Don Lidstone, Q.C.
Managing Partner
Lidstone & Company Barristers & Solicitors
Suite 1300 - Sun Tower
128 Pender Street West
Vancouver, BC
V6B 1R8

RECEIVED

NOV 09 2018

Central Coast Regional District

Dear Mr. Lidstone:

The Alberni-Clayoquot Regional District Board of Directors would like to extend their appreciation for your expert input, support and participation in the UBCM Panel presentation on "Financing Reconciliation: Solutions for Local Government". That Resolution B150 was unanimously endorsed at UBCM confirms the merits of continuing to explore this avenue of closing the fiscal and relational gaps between the indigenous and non-indigenous communities in British Columbia and the rest of the Canada.

At the September 26th, Board of Directors meeting the Board resolved to authorize its members and Chief Administrative Officer to continue to support the efforts in relation to this initiative as part of the ACRD's commitment to Reconciliation.

Thank you again for your valuable contribution.

Sincerely,

John Jack
Chair

cc: Board of Directors,
Central Coast Regional District



October 11, 2018

Professor Dwight Newman
15 Campus Drive
University of Saskatchewan College of Law
Saskatoon, SK
S7N 5A6

RECEIVED

NOV 09 2018

Central Coast Regional District

Dear Professor Newman:

The Alberni-Clayoquot Regional District Board of Directors would like to extend their appreciation for your expert input, support and participation in the UBCM Panel presentation on "Financing Reconciliation: Solutions for Local Government". That Resolution B150 was unanimously endorsed at UBCM confirms the merits of continuing to explore this avenue of closing the fiscal and relational gaps between the indigenous and non-indigenous communities in British Columbia and the rest of the Canada.

At the September 26th, Board of Directors meeting the Board resolved to authorize its members and Chief Administrative Officer to continue to support the efforts in relation to this initiative as part of the ACRD's commitment to Reconciliation.

Thank you again for your valuable contribution.

Sincerely,

John Jack
Chair

cc: Board of Directors,
Central Coast Regional District



**CENTRAL COAST
REGIONAL DISTRICT**

Encompassing the Coastal Communities of Ocean Falls, Bella Bella, Denny Island, Oweekeno and the Bella Coola Valley

P.O. Box 186, Bella Coola, B.C., V0T 1C0

REQUEST FOR DECISION

Telephone 250-799-5291 Fax 250-799-5750

To: Courtney Kirk, CAO

CC: CCRD Board of Directors

From: Ken McIlwain, RPF, Operations Manager

Meeting Date: December 13, 2018

Subject: Townsite Water System – Bylaw 485 to amend Rates and Charges Bylaw 282

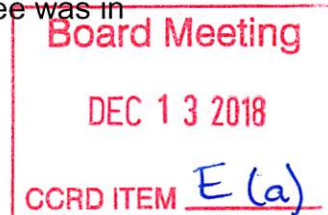
RECOMMENDATION:

THAT Bylaw No. 485, a bylaw to amend Bylaw No. 282. 1997 cited as the Schedule 'A' Annual Water Rates and Changes and Schedule 'B' Water Supply and Distribution – Annual Meter Rates Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bella Coola Water Supply and Distribution Service Area, effective January 1, 2019 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, seal and signed by the Chair and the Person responsible for corporate administration.

ISSUE/BACKGROUND SUMMARY:

In 1997, with the assent of townsite property owners, the CCRD borrowed \$405,000 to fund the required 1/3 contribution for a new water distribution system. The other 2/3rds of the project was funded by the Federal and Provincial governments. This loan was amortized over 25 years and will be fully paid off by the year 2022. To fund loan repayment, an annual parcel tax of \$500 was levied on property owners in the service area (with the exception of property owners who chose to commute the parcel tax through a one-time cash payment). Enough funds have now been accumulated to fund the remaining payments on the loan through 2022. This has effectively brought an end to the need for the parcel tax requisition to repay the loan. As a result, property owners in the water system service area were not charged the parcel tax in 2018.

For the most part, the water tolls have remained unchanged since 1997. This has been achievable because much of what would normally be considered routine maintenance or repairs was deferred and also because there has been only one small increase in the cost of water from the Nuxalk Nation. The Nuxalk Nation currently supplies water for a flat fee of \$21,250. The last increase in this fee was in 2007.



POLICY, BYLAW OR LEGISLATION:

CCRD Bylaw 282 sets rates and charges for the Townsite Water System. The Drinking Water Protection Act and Drinking Water Protection Regulation outline the requirements for water suppliers such as CCRD. Vancouver Coastal Health issues the operating permit that allows us to operate a small water system.

FINANCIAL/BUDGETARY/ASSET MANAGEMENT IMPLICATIONS:

Currently CCRD collects about \$35,000 in revenue through water tolls. This year we will spend approximately \$48,000 if we continue until the end of the year paying only the absolute minimal in expenses. This number could jump significantly if we undertake repairs or carryout some of the capital projects that were scheduled. Of that \$48,000, only about \$3,000 of it is what could be called discretionary spending and that was for surveying of the water system shut-off valves so they can be located in the event of an emergency.

This means that at the very least, CCRD is spending \$13,000 more on water system expense than they are realizing in revenue. The reason we are able to spend more than we realize in revenue, is that there has been a significant surplus built up in previous years when the apportioned administration line item was set very low. The apportioned administration line item is now set at \$15,000 and better reflects the cost of administering the service. So for the past few years, we have been chewing into the surplus in order to cover operating costs. The surplus started at about \$33,000 and will be down to at least \$20,000 by the end of this year, and possibly far less if we have any major maintenance expenses or pursue planned activities such as the leak detection study. There is no capital reserve available, so it is important to have a contingency on hand to deal with any significant unforeseen expenses.

A first run at budgeting for 2019 shows that we can anticipate expenditures of \$54,824. This is without any contingency, but does include funds for water system repairs and a rates and charges / asset management review process. It also includes an anticipated increase in the amount paid to the Nuxalk Nation to \$25,000 which is close to what the inflationary increase would be from 2007 to 2018.

To get revenues to \$54,824, water tolls will have to increase by about 54%. Even with a 54% increase, the rates would still be far lower than what they are in many other small water systems. The proposed bylaw amendment has a 54% increase in every rate category.

In order to help answer questions from water system customers about how our rates compare to other small water system, staff researched rates from 63 small water systems in 8 different regional districts (Columbia-Shuswap, North Okanagan, Alberni-Clayoquot, Thompson-Nicola, Cowichan Valley, Mount Waddington, Comox Valley and Central Kootenay). A residential customer using

350 cubic meters (household average) of water annually, would pay an average of \$848 per year. A commercial customer using \$550 cubic meters per year would pay an average of \$1182 annually for their water.

Going forward, it is desirable to have a conversation with water system customers around the need to plan for asset replacement and accrue funds in a capital reserve for this purpose. Currently this is not being done, because the focus was on paying off the loan. Now that the loan is paid off, and the water system is showing signs of age, the time is right to move forward with establishing a capital reserve. This was in the work plan for 2018 but will be moved to 2019 due to staff commitments.

In order to set rates for 2019, the bylaw amendment needs to go through two meetings of the CCRD Board. The November and December meetings are the opportunity for this to occur.

TIME REQUIREMENTS – STAFF AND ELECTED OFFICIALS:

There will be a modest amount of time changing the invoicing system to reflect new rates. It can also be anticipated that staff will spend time with the public explaining the increases.

OPTIONS TO CONSIDER:

1. Keep the rates and charges same and use the contingency/surplus to fund next year's shortfall.
2. Choose to increase rates at a lower or higher rate based on different rationale.
3. Apply rate increases differently according to rate category.

Submitted by: _____
Ken McIlwain, RPF, Operations Manager

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

Small Water System Name	Regional District	Annual Parcel Tax	Annual Base Rate	Annual Metered based on 350 m3	Total Annual Residential Rate based on 350 m3 + Base Rate	Commercial Base Rate	Annual Commercial Metered Based on 550m3	Total Annual Commercial Rate based on 550m3 + Base Rate	Connection Charge 3/4 Inch Residential	Per Cubic Meter Rate (350m3/year)	Per Cubic Meter Rate (550m3/year)
Anglemont Waterworks	CSRD	\$ -	\$ 700.00	\$ -	\$ 700.00	\$ 700.00	\$ -	\$ 700.00	\$2,000 + WM	\$ -	\$ -
Cedar Heights Waterworks	CSRD	\$ -	\$ 225.00	\$ -	\$ 225.00		\$ -	\$ -	\$2,000 + WM	\$ -	\$ -
Eagle Bay Estates Waterworks	CSRD	\$ -	\$ 250.00	\$ -	\$ 250.00	\$ 270.00	\$ -	\$ 270.00	\$2,000 + WM	\$ -	\$ -
Falkland Waterworks	CSRD	\$ -	\$ 165.00	\$ -	\$ 165.00	\$ 165.00	\$ -	\$ 165.00	\$5,000 + WM	\$ -	\$ -
Galena Shores Waterworks	CSRD	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$2,000 + WM	\$ -	\$ -
MacArther Heights/Reedman Heights Waterworks	CSRD	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$2,000 + WM	\$ -	\$ -
Satatoga Waterworks	CSRD	\$ -	\$ 185.00	\$ -	\$ 185.00	\$ -	\$ -	\$ -	\$2,000 + WM	\$ -	\$ -
Sorrento Waterworks	CSRD	\$ -	\$ 350.00		\$ 350.00	\$ 350.00	\$ -	\$ 350.00	\$2,000 + WM	\$ -	\$ -
Sunnybrae Waterworks	CSRD	\$ -	\$ 486.00		\$ 486.00		\$ -	\$ -	\$2,000 + WM		\$ -
Greater Vernon Water Service	RDNO	\$ -	\$ 407.20	\$ 766.50	\$ 1,173.70		\$ -	\$ -	\$ -	\$ 2.19	\$ -
Bamfield Water Systems	RDA-C	\$ -	\$ 576.00		\$ 576.00		\$ -	\$ -	\$ 450.00		\$ -
Beaver Creek Water System	RD A-C	\$ -	\$ 620.04		\$ 620.04	\$ 704.04	\$ -	\$ 704.04	\$3,800 + WM		\$ -
Black Pines Community Water System	T-NRD	\$ -	\$ 1,200.00	\$ 875.00	\$ 2,075.00	\$ 1,375.00	\$ -	\$ 1,375.00	\$ 300.00	\$ 2.50	\$ -
Blue River Community Water System	T-NRD	\$ -	\$ 540.00	\$ 350.00	\$ 890.00	\$ 720.00	\$ -	\$ 720.00	\$ 300.00	\$ 1.00	\$ -
Del Oro Community Water System	T-NRD	\$ -	\$ 1,200.00		\$ 1,200.00	\$ -	\$ -	\$ -	\$ 300.00		\$ -
Evergreen Community Water System	T-NRD	\$ -	\$ 1,200.00		\$ 1,200.00	\$ -	\$ -	\$ -	\$ 300.00		\$ -
Loon Lane Community Water System	T-NRD	\$ -	\$ 840.00		\$ 840.00	\$ -	\$ -	\$ -	\$ 300.00		\$ -
Maple Mission Community Water System	T-NRD	\$ -	\$ 1,200.00		\$ 1,200.00	\$ -	\$ -	\$ -	\$ 300.00		\$ -
Pritchard Community Water System	T-NRD	\$ -	\$ 600.00		\$ 600.00	\$ -	\$ -	\$ -	\$ 300.00		\$ -
Savona Community Water System	T-NRD	\$ -	\$ 540.00	\$ 1,400.00	\$ 1,940.00	\$ -	\$ 2,200.00	\$ 2,200.00	\$ 300.00	\$ 4.00	\$ -
Spences Bridge Community Water System	T-NRD	\$ -	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ -
Vavenby Community Water System	T-NRD	\$ -	\$ 600.00	\$ 525.00	\$ 1,125.00	\$ 600.00	\$ 1,237.50	\$ 1,837.50	\$ 300.00	\$ 1.50	\$ 2.25
Walhachim Community Water System	T-NRD	\$ -	\$ 894.00	\$ -	\$ 894.00	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ -
Denmen Island Water Local Service Area	CVRD	\$ -	\$ 900.00	\$ -	\$ 900.00	\$ -	\$ -	\$ -	\$ 850.00	\$ -	\$ -
Black Creek/Oyster Bay Water Service Area	CVRD	\$ -	\$ 274.56	\$ 721.00	\$ 995.56	\$ 427.68	\$ 979.00	\$ 1,406.68	\$ 2,000.00	\$ 2.06	\$ 1.78
Comox Valley Water Service Area	CVRD	\$ -	\$ 435.00	\$ 343.00	\$ 778.00	\$ -	\$ 528.00	\$ 528.00	\$ 2,000.00	\$ 0.98	\$ 0.96
Royston Water Service Area	CVRD	\$ -	\$ 297.60	\$ 434.00	\$ 731.60	\$ -	\$ 682.00	\$ 682.00	\$ 2,000.00	\$ 1.24	\$ 1.24
Woss Water System	RDMW	\$ -	\$ 162.00	\$ -	\$ 162.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bald Mountain Water System	CowVRD	\$ 418.77	\$ 270.00	\$ 270.00	\$ 540.00	\$ 418.77	\$ 420.00	\$ 838.77	\$ -	\$ -	\$ 1.00
Honeymoon Bay Water System	CowVRD	\$ 320.97	\$ 160.00	\$ 160.00	\$ 320.00	\$ 320.97	\$ 310.00	\$ 630.97	\$ -	\$ -	\$ 1.00
Mesachie Lake Water System	CowVRD	\$ 339.72	\$ 130.00	\$ -	\$ 130.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Youbou Water System	CowVRD	\$ 275.51	\$ 150.00	\$ 150.00	\$ 300.00	\$ 275.51	\$ 300.00	\$ 575.51	\$ -	\$ -	\$ 1.00
Arbutus Mountain Estates Water System	CowVRD	\$ 273.65	\$ 280.00	\$ 280.00	\$ 560.00	\$ 273.65	\$ 445.00	\$ 718.65	\$ -	\$ -	\$ 1.10
Arbutus Ridge	CowVRD		\$ 410.00		\$ 410.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cherry Point Water System	CowVRD	\$ 736.75	\$ 420.00	\$ 380.00	\$ 800.00	\$ 736.75	\$ 530.00	\$ 1,266.75	\$ -	\$ -	\$ 1.00
Dogwood Ridge Water System	CowVRD	\$ 736.75	\$ 660.00	\$ 660.00	\$ 1,320.00	\$ 736.75	\$ 825.00	\$ 1,561.75	\$ -	\$ -	\$ 1.50
Douglas Hill Water System	CowVRD	\$ 390.50	\$ 360.00	\$ 360.00	\$ 720.00	\$ 390.50	\$ 360.00	\$ 750.50	\$ -	\$ -	\$ -
Fern Ridge Water System	CowVRD	\$ 589.40	\$ 475.00	\$ 475.00	\$ 950.00	\$ 589.40	\$ 640.00	\$ 1,229.40	\$ -	\$ -	\$ 1.10
Lambourn Water System	CowVRD	\$ 272.72	\$ 580.00	\$ -	\$ 580.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kerry Village Water System	CowVRD	\$ 210.50	\$ 666.66	\$ -	\$ 666.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Satellite Park Water System	CowVRD	\$ 596.84	\$ 330.00	\$ 330.00	\$ 660.00	\$ 596.84	\$ 480.00	\$ 1,076.84	\$ -	\$ -	\$ 1.00
Shawnigan Lake North Water System	CowVRD	\$ 333.74	\$ 220.00	\$ -	\$ 220.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Saltair Water System	CowVRD	\$ 598.57	\$ 190.00	\$ 190.00	\$ 380.00	\$ 598.57	\$ 332.50	\$ 931.07	\$ -	\$ -	\$ 0.95
Shellwood Water System	CowVRD	\$ 859.54	\$ 900.00	\$ 900.00	\$ 1,800.00	\$ 859.54	\$ 1,050.00	\$ 1,909.54	\$ -	\$ -	\$ 1.00
Woodley Range Water System	CowVRD	\$ 842.00	\$ 800.00	\$ 3,300.00	\$ 4,100.00	\$ 842.00	\$ 5,300.00	\$ 6,142.00	\$ -	\$ 10.00	\$ 10.00
Balfour Water System	RDCK	\$ -	\$ 636.00	\$ 350.00	\$ 986.00	\$ 636.00	\$ 550.00	\$ 1,186.00	\$ -	\$ 1.00	\$ 1.00
Burton Water System	RDCK	\$ -	\$ 818.00	\$ 350.00	\$ 1,168.00	\$ 818.00	\$ -	\$ 818.00	\$ -	\$ 1.00	\$ -
Denver Siding Water System	RDCK	\$ -	\$ 904.00	\$ -	\$ 904.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Duhamel Water System	RDCK	\$ -	\$ 356.00	\$ 350.00	\$ 706.00	\$ -	\$ 550.00	\$ 550.00	\$ -	\$ 1.00	\$ 1.00
Edge wood Water System	RDCK	\$ -	\$ 888.00	\$ 350.00	\$ 1,238.00	\$ 517.00	\$ 550.00	\$ 1,067.00	\$ -	\$ 1.00	\$ 1.00
Erickson Water System	RDCK	\$ -	\$ 612.00	\$ 350.00	\$ 962.00	\$ 630.00	\$ 550.00	\$ 1,180.00	\$ -	\$ 1.00	\$ 1.00
Fauquier Water System	RDCK	\$ -	\$ 1,002.00	\$ 350.00	\$ 1,352.00	\$ 1,881.00	\$ 550.00	\$ 2,431.00	\$ -	\$ 1.00	\$ 1.00
Grandview Properties Water System	RDCK	\$ -	\$ 467.00	\$ 460.00	\$ 927.00	\$ -	\$ -	\$ -	\$ -	\$ 0.80	\$ -
Lister Water System	RDCK	\$ -	\$ 390.00	\$ 350.00	\$ 740.00	\$ 617.00	\$ 148.50	\$ 765.50	\$ -	\$ 1.00	\$ 0.27
Lucas Road Water System	RDCK	\$ -	\$ 821.00	\$ -	\$ 821.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Riondel Water System	RDCK	\$ -	\$ 521.00	\$ 350.00	\$ 871.00	\$ 521.00	\$ 550.00	\$ 1,071.00	\$ -	\$ 1.00	\$ 1.00
Rosebery Highlands Water System	RDCK	\$ -	\$ 932.00	\$ 350.00	\$ 1,282.00	\$ -	\$ -	\$ -	\$ -	\$ 1.00	\$ -
Sanca Water System	RDCK	\$ -	\$ 801.00	\$ -	\$ 801.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
South Slocan Water System	RDCK	\$ -	\$ 993.00	\$ 350.00	\$ 1,343.00	\$ 993.00	\$ 550.00	\$ 1,543.00	\$ -	\$ 1.00	\$ 1.00
West Robson Water System	RDCK	\$ -	\$ 557.00	\$ 350.00	\$ 907.00	\$ -	\$ -	\$ -	\$ -	\$ 1.00	\$ -
Woodbury Water System	RDCK	\$ -	\$ 535.00	\$ 350.00	\$ 885.00	\$ -	\$ -	\$ -	\$ -	\$ 1.00	\$ -
Woodland Heights Water System	RDCK	\$ -	\$ 730.00	\$ -	\$ 730.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ymir Water System	RDCK	\$ -	\$ 466.00	\$ 350.00	\$ 816.00	\$ 466.00	\$ 550.00	\$ 1,016.00	\$ -	\$ 1.00	\$ 1.00
Average					\$ 848.53			\$ 1,182.28			

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 485

A bylaw to amend Bylaw No. 282, 1997 Schedule 'A' Annual Water Rates And Charges and Schedule 'B' Water Supply And Distribution –Annual Meter Rate Charges Classes 2 and 3, establishing the rates and charges to be levied within the Bella Coola Water Supply and Distribution Service Area, effective January 1, 2019.

WHEREAS the board of directors for the Central Coast Regional District have established the rates and charges for the operation and management of the Bella Coola Water Supply and Distribution Service;

AND WHEREAS it is deemed necessary to amend the bylaw from time to time;

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

1. **Schedule A**, attached and forming part of this bylaw, is amended as follows:

1. **CLASS 1 – RESIDENTIAL**

Single Family Dwelling - Service Line Size ¾" or 17mm	\$216.00
Additional Services	\$323.00
Multiple Family Dwelling I – Service Line Size 1" or 25mm	\$898.00
Additional Services	\$1348.00
Multiple Family Dwelling II – Service Line Size 1.5" or 38mm	\$2074.00
Additional Services	\$3111.00

2. **CLASS 2 – COMMERCIAL / LIGHT INDUSTRIAL**

Service Line Size – 1" or 38mm Minimum	\$898.00
Additional Services	\$1348.00
Service Size Adjustments:	
Service Line Size – 1.5" or 38mm	\$2074.00
Service Line Size – 2.0" or 50mm	\$3591.00
Service Line Size – 3.0" or 75mm	\$8091.00
Service Line Size – 4.0" or 100mm	\$14387.00

3. **CLASS 3 – INSTITUTIONAL / PUBLIC ASSEMBLY**

Churches	\$216.00
Service Line Size - 1" or 38mm Minimum	\$898.00
Additional Services	\$1348.00

Service Size Adjustments:	
Service Line Size – 1.5” or 38mm	\$2074.00
Service Line Size – 2.0” or 50mm	\$3591.00
Service Line Size – 3.0” or 75mm	\$8091.00
Service Line Size – 4.0” or 100mm	\$14387.00

4. Vacant Lot \$0.00

2. **Schedule ‘B’**, attached and forming part of this bylaw, is amended as follows:

BASE Commercial/Institutions/Public Assembly Rate	\$897.00
Annual consumption included in the base rate: 438 cubic meters	
Cost per additional cubic meter consumed	\$2.04

READ A FIRST TIME this 8th day of November, 2018.

READ A SECOND TIME this 8th day of November, 2018.

READ A THIRD TIME this 8th day of November, 2018.

RECONSIDERED AND FINALLY ADOPTED this _____, 2018.

Chair

Secretary

“I hereby certify this bylaw to be a true and correct copy of Bylaw No. 485, 2018 cited as the “Bella Coola Annual Rates and Charges Amendment Bylaw No. 485, 2018”.

Secretary

CENTRAL COAST REGIONAL DISTRICT
BYLAW NO. 282
SCHEDULE 'A'

ANNUAL WATER RATES AND CHARGES

1. CLASS 1 - RESIDENTIAL

Single family dwelling	\$ 140.00
Service line size 17mm or 3/4"	
Additional services	\$ 210.00
 Multiple Family Dwelling I	 \$ 583.00
Service line size 25mm or 1"	
Additional Services	\$ 875.00
 Multiple Family Dwelling II	 \$ 1347.00
Service line size 38mm or 1.5"	
Additional Services	\$ 2020.00

2. CLASS 2 - COMMERCIAL / LIGHT INDUSTRIAL

Service line size 25mm or 1" minimum	\$ 583.00
Additional Services	\$ 875.00
 Service Size Adjustments:	
- Service Size: 38mm or 1.5"	\$ 1347.00
- Service Size: 50mm or 2"	\$ 2332.00
- Service Size: 75mm or 3"	\$ 5254.00
- Service Size: 100mm or 4"	\$ 9342.00

3. CLASS 3 - INSTITUTIONAL / PUBLIC ASSEMBLY

<i>See Bylaw 377 add. item</i>	
<i>churches</i>	<i>\$140.00</i>
Service line size 25mm or 1" minimum	\$ 583.00
Additional Services	\$ 875.00
 Service Size Adjustments:	
- Service Size: 38mm or 1.5"	\$ 1347.00
- Service Size: 50mm or 2"	\$ 2332.00
- Service Size: 75mm or 3"	\$ 5254.00
- Service Size: 100mm or 4"	\$ 9342.00

4. Vacant Lot \$ 0.00

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 282

SCHEDULE 'B'

WATER SUPPLY AND DISTRIBUTION - ANNUAL METER RATE CHARGES

CLASSES 2 AND 3

Annual metered rates are permitted on Class 2 or Class 3 parcels where the owner feels that water consumption is not directly related to service line size. The users of Class 2 or 3 service should refer to the charges detailed on Schedule 'A' of this bylaw and evaluate whether a metered rate would be more cost effective than the standard flat rate specified for their particular service. The basic flat rate fee of \$583.00 for all commercial and institutional services is based on Annual Water Consumption of four hundred and thirty eight (438) cubic metres or less. Where an owner has a larger line service for purposes of fire protection or other short term infrequent uses, he may request a metered service. To apply for a metered service, line size must exceed 17 mm (3/4").

BASE Commercial/Institutions/Public Assembly Rate	\$ 583.00
(Annual consumption included in base rate: 438,000 litres)	

Cost per additional litre consumed:	\$0.00133
Cost per additional cubic meter	\$1.33

Metered rates will apply only on litres of consumption exceeding the initial 438 cubic meters included in the Class 2 and 3 base rates. The capital cost of water meters and their installation shall be borne entirely by the applicant requesting this added feature to their service.

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 282

A bylaw to establish the rates and charges to be levied within the Bella Coola Water Supply and Distribution Service Area for the purpose of water supply and distribution.

WHEREAS the regional board of the Central Coast Regional District has, by Bylaw No. 178 established a local service area known as "Bella Coola Water Supply and Distribution Service Area" for the purpose of water supply and distribution;

AND WHEREAS the regional board is authorized to establish and fix rates and charges on the owners and occupiers of those lands lying within the service area;

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

1.0 DEFINITIONS:

"Class 1 Residential - Single Family Dwelling" shall mean a single family dwelling with one single service connection per parcel of land.

"Class 1 Residential - Multiple Family Dwelling" shall mean and include all duplexes, triplexes and fourplexes where there is a maximum of four independent living units with one single service per parcel of land.

"Class 1 Residential - Multiple Family Dwelling II" shall mean and include any parcel bearing more than four independent living units on one single service per parcel of land.

"Class 2 - Commercial / Light Industrial" shall mean and include all parcels zoned under CCRD Zoning Bylaw No. 71 as C-1, C-2, 1-1 or 1-2

"Class 3- Institutional/ Public Assembly" shall mean and include all parcels zoned P-1 as per CCRD Zoning Bylaw No. 71

"Standard Service Connection" shall mean the pipeline installation from the district's main to the property line of the property to be served..when such property line coincides with the established road allowance. A standard service connection shall not exceed 66 feet (20 meters) in length or have a diameter larger than 1" (25mm).

"Service Line" shall mean the pipeline installation from the curb stop at the property line to the premises of the owner.

"Vacant Lot" shall mean any lot or parcel that is or has been disconnected from the water supply; such lots being vacant or not.

2.0 All premises occupying lands within the service area established by Bylaw No. 178 shall be subject to the rates and charges prescribed in Schedules 'A' and 'C' attached hereto and forming part of this bylaw.

- (a) Schedule B lays out optional criteria for Class 2 or Class 3 parcels by way of annual metered rates.

3.0 APPLICATION FOR WATER:

- a) Application for water shall be made in writing to the Board, delivered to the Secretary of the regional district, and shall be in such form as the Board may from time to time prescribe, and shall be signed by the applicant.
- b) Each application for water shall be accompanied by the prescribed administration and inspection charge as set in this bylaw.
- c) No water shall be supplied upon any application, until all fees and charges for water connection, meter installation or other monies required by the Board to be paid in full or until alternative arrangements have been made and approved by resolution of the Board.

4.0 ANNUAL RATES AND CHARGES

The rates and charges set out in Schedule A hereto attached shall be due and payable sixty (60) days after the billing date, and any rates or charges remaining unpaid after the said date shall have added thereto a percentage addition of 2% per month.

- 5.0 The Regional Board may by resolution order the water shut off to any premises on which there are any tolls or other charges owing for 90 days or longer. Water shut off under this section shall be subject to the administration and inspection charges outlined in Schedule C.
- 6.0 The Regional Board may at their discretion, and subject to the prior payment of the inspection and administration charge, require the property owner or his representative to carry out the installation of the service connection complete or any part thereof.
- 7.0 The Regional Board may by resolution reduce any toll fixed in the preceding clauses in respect of any premises not occupied throughout any period by an amount commensurate with the period of time premises are unoccupied, provided the owner notifies the Board as to the time the premises become or are to become unoccupied and the water supply is shut off for the period when the premises are not occupied, subject to the charges outlined on Schedule 'B'.

8.0 CONNECTION CHARGE

There shall be payable to the District by every applicant for a connection to the works, an inspection and administration charges as specified on Schedule 'C' attached hereto and forming part of this bylaw, and subject to item 3.0(c) above.

9.0 All service connections and service pipelines installed under this bylaw shall conform to such specifications and shall incorporate such materials as shall be determined and approved by the regional district or their representative.

10.0 The responsibility for repairs to service mains, lines and other equipment of the regional district extends to the property lines of users. Property owners are responsible for repairs and or maintenance and all associated costs within the property lines.

11.0 The regional district has the right of refusal to provide or terminate services at any time should it be determined by the regional district's representative that a users equipment is detrimental to the public water system.

12.0 Bylaw No. 240 cited as "Bella Coola Annual Water Rates and Charges Amending Bylaw No. 240, 1995" is hereby repealed.

13.0 This bylaw may be cited as "Bella Coola Annual Rates and Charges Amendment Bylaw No. 282, 1997".

READ a first time this 7th day of May, 1997

READ a second time this 7th day of May, 1997

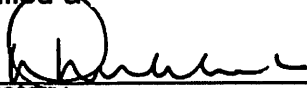
READ a third time this 17 day of July, 1997

FINALLY ADOPTED this 17th day of July, 1997.

Chairperson

Secretary

Certified a true copy of Bylaw No. 282 as adopted.


Secretary

CENTRAL COAST REGIONAL DISTRICT
BYLAW NO. 282
SCHEDULE 'A'

ANNUAL WATER RATES AND CHARGES

1. CLASS 1 - RESIDENTIAL		
Single family dwelling		\$ 140.00
Service line size 17mm or 3/4"		
Additional services		\$ 210.00
 Multiple Family Dwelling I		 \$ 583.00
Service line size 25mm or 1"		
Additional Services		\$ 875.00
 Multiple Family Dwelling II		 \$ 1347.00
Service line size 38mm or 1.5"		
Additional Services		\$ 2020.00
 2. CLASS 2 - COMMERCIAL / LIGHT INDUSTRIAL		
Service line size 25mm or 1" minimum		\$ 583.00
Additional Services		\$ 875.00
 Service Size Adjustments:		
- Service Size: 38mm or 1.5"		\$ 1347.00
- Service Size: 50mm or 2"		\$ 2332.00
- Service Size: 75mm or 3"		\$ 5254.00
- Service Size: 100mm or 4"		\$ 9342.00
 3. CLASS 3 - INSTITUTIONAL / PUBLIC ASSEMBLY		
Service line size 25mm or 1" minimum		\$ 583.00
Additional Services		\$ 875.00
 Service Size Adjustments:		
- Service Size: 38mm or 1.5"		\$ 1347.00
- Service Size: 50mm or 2"		\$2332.00
- Service Size: 75mm or 3"		\$5254.00
- Service Size: 100mm or 4"		\$ 9342.00
 4. Vacant Lot		 \$ 0.00

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 282

SCHEDULE 'B'

WATER SUPPLY AND DISTRIBUTION - ANNUAL METER RATE CHARGES

CLASSES 2 AND 3

Annual metered rates are permitted on Class 2 or Class 3 parcels where the owner feels that water consumption is not directly related to service line size. The users of Class 2 or 3 service should refer to the charges detailed on Schedule 'A' of this bylaw and evaluate whether a metered rate would be more cost effective than the standard flat rate specified for their particular service. The basic flat rate fee of \$583.00 for all commercial and institutional services is based on Annual Water Consumption of four hundred and thirty eight (438) cubic metres or less. Where an owner has a larger line service for purposes of fire protection or other short term infrequent uses, he may request a metered service. To apply for a metered service, line size must exceed 17 mm (3/4").

BASE Commercial/Institutions/Public Assembly Rate	\$ 583.00
(Annual consumption included in base rate: 438,000 litres)	

Cost per additional litre consumed:	\$0.00133
Cost per additional cubic meter	\$1.33

Metered rates will apply only on litres of consumption exceeding the initial 438 cubic meters included in the Class 2 and 3 base rates. The capital cost of water meters and their installation shall be borne entirely by the applicant requesting this added feature to their service.

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 282

SCHEDULE 'C'

WATER SUPPLY AND DISTRIBUTION - OTHER CHARGES

SERVICE CONNECTIONS - NEW SERVICES

Property owners may make application to the regional district for a new water service connection. The following charges apply to standard new service connections:

- | | | |
|----|--------------------------|-----------|
| 1. | 17mm (3/4") service line | \$1400.00 |
| 2. | 25mm (1") service line | \$1600.00 |

Where a new water service exceeds the standard water service length of 66 feet (20 metres), capital costs for the installation of the new service shall be the responsibility of the applicant except in cases where new lot development exceeds three lots in which case installation costs may be determined by the applicant and the regional district board of directors.

SERVICE INTERRUPTIONS

The regional district will charge an administration and inspection charge for the following:

- | | | |
|----|-----------------------|---------|
| 1. | Water supply turn on | \$50.00 |
| 2. | Water supply turn off | \$50.00 |

Amendment to CCRD
Policy A-26
Purchasing and Procurement
- Late Item





RECEIVED



14)

November 15, 2018

NOV 20 2018

Dear Alison,

Central Coast Regional District

I am writing to express appreciation for your public service as an elected official. Local government decisions influence the quality of lives of our communities, families and friends and you have been on the forefront of shaping so many issues that matter to people. Thank you.

While you are not currently in public office, we know that your interest in building inclusive and sustainable cities remains. We'd like you to know that you are always welcome at Columbia Institute events, and we'd be happy to hear from you if you have a research idea or want to share observations and experiences around different policy issues. We would also be grateful if you would share information about our events and research with people you have been mentoring, your colleagues, and community members interested in the topics we explore.

As you know, our hallmark event is our **Centre for Civic Governance forum** as well. This is where we aim to inform, inspire and connect forward-looking locally elected leaders to build inclusive, sustainable communities. You can find the 2019 details below and hope you'll join us!

HIGH GROUND: Rising to the Challenge
Friday, March 29 to Saturday, March 30, 2019
Harrison Hot Springs, BC

Our **research** aims to leverage public policy. This year, we released *Public-Private Partnerships in BC: Update 2018*, which explored the costs and benefits of public-private partnerships. The *Back in House Workbook* builds on the 2016 report *Back in House: Why Local Governments are Bringing Services Home* by providing a practical guide to help communities identify work that can and should be brought back in house. Both reports, along with all our publications, can be found at <http://www.civicgovernance.ca/publications/>

Like all non-profit charities, we're looking for ways to continue to **strengthen our foundation**, and grow our learning, networking and research activities. As part of the elected alumni community, we invite you to become a supporter. Your donation will keep the leadership flame burning --- sometimes progressive leadership is a lonely path indeed! To make a donation, please fill out the enclosed form or visit <http://donation.columbiainstitute.ca/>.

Board Meeting
DEC 13 2018
CCRD ITEM F (a)

We appreciate your consideration, and thank you for your service as an elected official --- for leading public discussions on important issues, for finding patience and passion, and for taking action and for leaving your community stronger than it was when you came.

Please be sure to stay connected by following us on Twitter and Facebook and/or signing up for our e-newsletter on our homepage www.columbiainstitute.ca.

Kind regards,

A handwritten signature in black ink, appearing to be 'David Levi', with a long horizontal flourish extending to the right.

David Levi
Executive Director

Enc.

Prince George Office
#200 - 1488 4th Ave
Prince George, BC V2L 4Y2



BC ASSESSMENT

November 6, 2018

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

RECEIVED

NOV 09 2018

Central Coast Regional District

Dear Central Coast Regional District Directors,

Congratulations on behalf of BC Assessment and the Northern BC assessment region, regarding your recent success in the 2018 local government general elections. My name is Scott Sitter, and I am the Assessor for the Northern BC Region. My Deputy Assessor team includes Darin Johnson, Geoff Radtke, Jarret Krantz, and David Keough.

BC Assessment is the Crown corporation responsible for producing independent and equitable annual property assessments and trusted assessment information. The products and services that we offer support development of strong and vibrant communities in British Columbia. Please visit bcassessment.ca to learn more.

BC Assessment holds ourselves accountable to local governments. We are committed to providing transparent, fair, timely, and respectful communications and assessment services. In addition to our regional team, our Local Government Department strives to serve local governments with continuous improvement to ensure our products and services effectively meet your needs. Contact our Local Government Department at 1-866-valueBC (825-8322) local 00498 or localgovernment@bcassessment.ca.

Congratulations once again, and we look forward to opportunities to meet at your civic offices and local government conferences in order to grow the relationship between BC Assessment and your Board. We are also available to present to your Board upon request to share more details about our mandate and relationships with local governments.

Sincerely,

Scott Sitter
Assessor, Northern BC Region

Board Meeting
DEC 13 2018
Nov. 2018
CCRD ITEM G(a)



RECEIVED

NOV 20 2018

Central Coast Regional District

BOARD CHAIR
CENTRAL COAST REGIONAL DISTRICT
626 CLIFF STREET, BOX 186,
BELLA COOLA, BC, V0T 1C0

November 9, 2018

Re: Update and posting of the Final Recovery Strategy for the Northern Goshawk *laingi* subspecies in Canada under the federal *Species at Risk Act*

Dear Sir or Madam,

Thank you for the input you have provided to the federal Recovery Strategy for the Northern Goshawk *laingi* subspecies in Canada.

I am writing to inform you that Parks Canada intends to post the 'final' version of the Recovery Strategy for the Northern Goshawk *laingi* subspecies in Canada on the Species at Risk Public Registry in the coming weeks.

This recovery strategy has benefited from feedback received from you and many other individuals and organizations since 2012. Some changes have been made to the strategy based on comments received during the 60 day public comment period that ended on 05 February 2018, most significantly:

- A long term Population and Distribution Objective has been added to complement the short term Population and Distribution Objectives that were in the 'proposed' version of the strategy.
- Critical habitat for breeding has increased in 15 home ranges on Vancouver Island and the mainland coast.
- Critical habitat for foraging has been revised in all regions based on new data resulting in a small overall reduction in the amount of critical habitat for foraging.

Thank you for your interest in recovery planning for the Northern Goshawk *laingi* subspecies in Canada.

Sincerely,

Ernie Gladstone
Parks Canada
Field Unit Superintendent, Gwaii Haanas

Attachment: Recovery Strategy for the Northern Goshawk *laingi* subspecies in Canada

Board Meeting
DEC 13 2018
CCRD ITEM G (b)

Recovery Strategy for the Northern Goshawk *laingi* subspecies (*Accipiter gentilis laingi*) in Canada

Northern Goshawk *laingi* subspecies



2018



Government
of Canada

Gouvernement
du Canada

Canada

Recommended citation:

Parks Canada Agency. 2018. Recovery Strategy for the Northern Goshawk *laingi* subspecies (*Accipiter gentilis laingi*) in Canada. *Species at Risk Act Recovery Strategy Series*. Parks Canada Agency, Ottawa. 2 parts, 34 pp. + Appendices + 56 pp.

For copies of the recovery strategy, or for additional information on species at risk, including COSEWIC Status Reports, residence descriptions, action plans, and other related recovery documents, please visit the [Species at Risk \(SAR\) Public Registry](#)¹.

Cover illustration: Ross Vennesland (adult female Northern Goshawk, *Accipiter gentilis laingi*, on Vancouver Island, British Columbia).

Également disponible en français sous le titre
« Programme de rétablissement de l'Autour des palombes de la sous-espèce *laingi* (*Accipiter gentilis laingi*) au Canada »

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ISBN

Catalogue no.

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¹ <http://sararegistry.gc.ca/default.asp?lang=En&n=24F7211B-1>

RECOVERY STRATEGY FOR THE NORTHERN GOSHAWK *LAINGI* SUBSPECIES (*Accipiter gentilis laingi*) IN CANADA

2018

Under the Accord for the Protection of Species at Risk (1996), the federal, provincial, and territorial government signatories agreed to work together on legislation, programs, and policies to protect wildlife species at risk throughout Canada.

In the spirit of cooperation of the Accord, the Government of British Columbia has given permission to the Government of Canada to adopt the *Recovery Strategy for the Northern Goshawk, laingi subspecies (Accipiter gentilis laingi) in British Columbia* (Part 2) under Section 44 of the *Species at Risk Act* (SARA). Parks Canada Agency has included a federal addition (Part 1) which completes the SARA requirements for this recovery strategy.

The federal recovery strategy for the Northern Goshawk, *laingi* subspecies in Canada consists of two parts:

Part 1 – Federal Addition to the *Recovery Strategy for the Northern Goshawk laingi subspecies (Accipiter gentilis laingi) in British Columbia*, prepared by the Parks Canada Agency.

Part 2 – *Recovery Strategy for the Northern Goshawk, laingi subspecies (Accipiter gentilis laingi) in British Columbia*, prepared by the Northern Goshawk *Accipiter gentilis laingi* Recovery Team for the British Columbia Ministry of Environment

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Part 1 – Federal Addition to the *Recovery Strategy for the Northern Goshawk laingi* subspecies (*Accipiter gentilis laingi*) in British Columbia, prepared by the Parks Canada Agency

Preface

The federal, provincial, and territorial government signatories under the [Accord for the Protection of Species at Risk \(1996\)](#)² agreed to establish complementary legislation and programs that provide for effective protection of species at risk throughout Canada. Under the *Species at Risk Act* (S.C. 2002, c.29) (SARA), the federal competent ministers are responsible for the preparation of recovery strategies for listed Extirpated, Endangered, and Threatened species and are required to report on progress within five years after the publication of the final document on the SAR Public Registry.

The Minister of Environment and Climate Change and Minister responsible for the Parks Canada Agency is the competent minister under SARA for the recovery of the Northern Goshawk, *laingi* subspecies and has prepared the federal component of this recovery strategy (Part 1), as per Section 37 of SARA. To the extent possible, it has been prepared in cooperation with the Province of British Columbia, First Nations, environmental non-governmental organizations, academic experts, and other stakeholders including representatives of industrial and small-scale forestry operators, as per Section 39(1) of SARA. SARA Section 44 allows the Minister to adopt all or part of an existing plan for the species if it meets the requirements under SARA for content (Sub-sections 41(1) or (2)). The Province of British Columbia provided the attached *Recovery Strategy for the Northern Goshawk, laingi subspecies (Accipiter gentilis laingi) in British Columbia* (Part 2) as science advice to the jurisdictions responsible for managing the species in British Columbia. It was prepared in cooperation with Environment and Climate Change Canada.

Success in the recovery of this species depends on the commitment and cooperation of many different constituencies that will be involved in implementing the directions set out in this strategy and will not be achieved by Environment and Climate Change Canada, the Parks Canada Agency, or any other jurisdiction alone. All Canadians are invited to join in supporting and implementing this strategy for the benefit of the Northern Goshawk *laingi* subspecies and Canadian society as a whole.

This recovery strategy will be followed by one or more action plans that will provide information on recovery measures to be taken by Environment and Climate Change Canada and the Parks Canada Agency and other jurisdictions and/or organizations involved in the conservation of the species. Implementation of this strategy is subject to appropriations, priorities, and budgetary constraints of the participating jurisdictions and organizations.

The recovery strategy sets the strategic direction to arrest or reverse the decline of the species, including identification of critical habitat to the extent possible. It provides all Canadians with information to help take action on species conservation. When critical habitat is identified, either in a recovery strategy or an action plan, SARA requires that critical habitat then be protected.

² <http://registrelep-sararegistry.gc.ca/default.asp?lang=En&n=6B319869-1%20>

In the case of critical habitat identified for terrestrial species, SARA requires that critical habitat identified in a federally protected area³ be described in the *Canada Gazette* within 90 days after the recovery strategy or action plan that identified the critical habitat is included in the public registry. A prohibition against destruction of critical habitat under ss. 58(1) will apply 90 days after the description of the critical habitat is published in the *Canada Gazette*.

For critical habitat located on other federal lands, the competent minister must either make a statement on existing legal protection or make an order so that the prohibition against destruction of critical habitat applies.

For any part of critical habitat located on non-federal lands, if the competent minister forms the opinion that any portion of critical habitat is not protected by provisions in or measures under SARA or other Acts of Parliament, or the laws of the province or territory, SARA requires that the Minister recommend that the Governor in Council make an order to prohibit destruction of critical habitat. The discretion to protect critical habitat on non-federal lands that is not otherwise protected rests with the Governor in Council.

Acknowledgments

This federal addition to the Province of British Columbia's Recovery Strategy for the Northern Goshawk, *laingi* subspecies (*A. gentilis laingi*) in British Columbia was produced by the Parks Canada Agency, with input from the Northern Goshawk *Accipiter gentilis laingi* Recovery Team and Habitat Recovery Implementation Group (RIG). In particular, Parks Canada would like to acknowledge the crucial science support provided for the critical habitat identification by the following members of the recovery team and/or Habitat RIG: John Deal, David Donald, Frank Doyle, Todd Mahon, Erica McClaren, Louise Waterhouse and Berry Wijdeven. Input was also received from Vanessa Craig, Manon Dubé, Wendy Dunford, Megan Harrison, Paul Johanson, Dave Lindsay, Ian Parnell, Kella Sadler and Warren Warttig. Several forestry organizations provided technical input during consultations, including but not limited to British Columbia Timber Sales, Coast Forest Products Association, Interfor, Island Timberlands, TimberWest and Western Forest Products. Critical habitat mapping for breeding areas was conducted by Todd Mahon, Todd Manning, Peter Berst and Paul Chytyck. Appendix A was compiled by Todd Mahon. This federal recovery strategy would not be possible without the many years of effort that the Northern Goshawk *Accipiter gentilis laingi* Recovery Team and Habitat Recovery Implementation Group spent developing the provincial recovery strategy (NGRT 2008; Part 2) that forms the backbone to this federal addition.

³ These federally protected areas are: a national park of Canada named and described in Schedule 1 to the *Canada National Parks Act*, The Rouge National Park established by the *Rouge National Urban Park Act*, a marine protected area under the *Oceans Act*, a migratory bird sanctuary under the *Migratory Bird Convention Act, 1994* or a national wildlife area under the *Canada Wildlife Act* see ss. 58(2) of SARA.

Additions and Modifications to the Adopted Document

The following sections have been included to address specific requirements of the federal *Species at Risk Act* (SARA) that are not addressed in the *Recovery Strategy for the Northern Goshawk, laingi subspecies (Accipiter gentilis laingi) in British Columbia* (NGRT 2008; Part 2 of this document, referred to henceforth as “the provincial recovery strategy”) and/or to provide updated or additional information.

Under SARA, there are specific requirements and processes set out regarding the protection of critical habitat. Therefore, statements in the provincial recovery strategy referring to protection of survival/recovery habitat may not directly correspond to federal requirements. Recovery measures dealing with the protection of habitat are adopted; however, whether these measures will result in protection of critical habitat under SARA will be assessed following publication of this final federal recovery strategy.

1. COSEWIC* Species Assessment Information

This updated COSEWIC species assessment (COSEWIC 2013) replaces the COSEWIC species assessment information provided in the provincial recovery strategy.

Assessment Summary – May 2013

Common Name

Northern Goshawk

Scientific Name

Accipiter gentilis laingi

Status:

Threatened

Reason for Designation

Over half of the global range of this subspecies occurs in coastal British Columbia, where it favours mature coniferous forest. This non-migratory bird needs a relatively large home range that contains a good food supply. Despite some recent habitat protection efforts, continuing habitat loss is predicted, in part because of anticipated short rotation times in forest harvest. On Haida Gwaii, populations are very low and face an added risk from declines of prey species due to forest understory losses associated with high levels of browsing from an introduced population of deer.

Occurrence

British Columbia

Status History

Designated Special Concern in April 1995. Status re-examined and designated Threatened in November 2000 and May 2013.

*COSEWIC (Committee on the Status of Endangered Wildlife in Canada)

2. Population and Distribution Objectives

This section replaces the recovery goal section in the provincial recovery strategy.

The provincial recovery strategy defined four conservation regions for the *laingi* subspecies in coastal British Columbia (NGRT 2008): 1) Haida Gwaii, 2) North Coast, 3) Vancouver Island and 4) South Coast. This federal recovery strategy adopts these regions, but as in COSEWIC (2013) and MoFLNRORD (2018) also includes what NGRT (2008) defined as a transition zone between ranges of the *laingi* and *atricapilus* subspecies. This part of the coast is included as a precautionary measure until better information is available on range boundaries because much of this zone has similar forest structure, forest composition and prey assemblages as other parts of the *laingi* range (MoFLNRORD 2018).

In the provincial recovery strategy, the recovery goal was: “to ensure viable populations ... persist in each conservation region in coastal British Columbia”. The term ‘viable’ was not defined in the provincial recovery strategy either quantitatively or qualitatively, and as such this goal was difficult to translate into an amount of critical habitat required to support the survival or recovery of the species.

This federal recovery strategy includes quantitative population and distribution objectives for both survival over the short term (defined as 3 generations, or 15 years, COSEWIC 2013), and recovery over the long term (defined as 15 to 65 years). The short term objectives provide a benchmark towards meeting the long term objective. A step wise approach is being used because of the complexity of managing habitat on the coast of British Columbia, due largely to the limited availability of suitable habitat for both breeding and foraging, the slow rate of recruitment of suitable habitat (forests begin to become suitable at a minimum of 65 years; Mahon *et al.* 2015) and a general lack of robust science linked directly to population indices (see Section 4).

In general, the Northern Goshawk will be considered recovered when the main threats (habitat loss and over-browsing by introduced species on Haida Gwaii that has resulted in reduced prey availability; NGRT 2008) have been addressed, when the Canadian portion of the population has achieved a degree of resilience, when suitable habitat for multiple sub-populations is available and protected (representation), and when sufficient suitable habitat is available to allow for perpetuation of the Northern Goshawk population without relying on direct and ongoing intervention (Government of Canada 2016).

Note that Northern Goshawk was assessed as Threatened in part because of a threat of habitat loss that is in part due to relatively short rotation times currently used by the forest harvest industry (COSEWIC 2013). This threat can be addressed by extending rotation times or alternatively by protecting an adequate amount of habitat to meet the population and distribution objectives.

Resilience refers to the ability of a population to recover from a perturbation. Resilience is influenced by population size, level of genetic diversity, as well as

characteristics of the species and its habitat. In order for a species to be resilient the abundance would have to be large enough to have a high probability of persistence. Probability of persistence can be estimated using a population viability analysis (PVA).

There are only a few published reports that have attempted to estimate the viability of Northern Goshawk populations but many were not able to reach a conclusion because of a lack of data or because of high variability in the limited data that were available (Maguire and Call 1993, Broberg 1997, Ingraldi 2001). However, Steventon (2012a, 2012b) successfully conducted a PVA for the *laingi* subspecies on the coast of British Columbia with input and peer review from members of the Province of British Columbia’s Northern Goshawk *Accipiter gentilis laingi* Recovery Team. The PVA had a significant degree of uncertainty due to sparse data on population metrics, and did not consider gene flow to the range of the *laingi* subspecies outside of Canada (primarily Alaska), but nonetheless provides a quantitative information source for setting recovery targets.

Steventon (2012a, 2012b) suggested that 346 home ranges⁴ would be required in British Columbia for a 90% probability of persistence over 100 years. As one of five primary criteria for assessing the risk of extinction or extirpation of species, COSEWIC assesses species as Threatened if they have a 90% probability of persistence over 100 years or less. This threshold (90% over 100 years) essentially reflects the threshold for what would be required to remove the *laingi* subspecies from its assessment as Threatened. This would satisfy the resilience component for the *survival* of the listed species.

To ensure survival of Northern Goshawk over the short term, a target of 346 home ranges throughout the Canadian range has been chosen for this Threatened species. Distributing this target among the four conservation regions in Canada based on their relative proportions of the Canadian population (as per COSEWIC 2013), sufficient habitat would need to be maintained for 15 home ranges on Haida Gwaii (4.5%), 111 home ranges on the North Coast (31.9%), 125 home ranges on Vancouver Island (36%), and 95 home ranges on the South Coast (27.5%). However, given the isolation of Haida Gwaii and limited exchange of genes with the rest of the Canadian population (Talbot *et al.* 2011, Sonsthagen *et al.* 2012), 15 home ranges is likely too small to prevent inbreeding. Conservation biology theory suggests a minimum of 50 breeding individuals is required to reduce the risk of extinction due to the negative effects of inbreeding depression on demography (Franklin 1980, Soulé 1980, Jamieson and Allendorf 2012). Given an estimated home range occupancy rate of 43% (COSEWIC 2013) and an estimated 1/3 of the population being mature adults not occupying a home range (COSEWIC 2013), 38 home ranges would be required to support 50 breeding adults on Haida Gwaii.

⁴ Northern Goshawks are distributed in adult pairs that occupy a home range (sometimes referred to as a territory; COSEWIC 2013). The number of home ranges (rather than the number of birds) is used for the purposes of setting population and distribution objectives.

Therefore, the population and distribution objectives for the Northern Goshawk *laingi* subspecies in Canada over the short term (defined as three generations, or 15 years, COSEWIC 2013) are to:

1. Maintain sufficient suitable habitat to support at least 369 Northern Goshawk *laingi* subspecies home ranges in Canada, and
2. Ensure that sufficient suitable habitat is available amongst the four conservation regions of the Northern Goshawk *laingi* subspecies in Canada to support home ranges as follows: Haida Gwaii – 38 home ranges, North Coast – 111 home ranges, Vancouver Island – 125 home ranges, and South Coast – 95 home ranges.

Recovery of a species is considered by Government of Canada (2016) as a range of options over a continuum from the minimum feasible recovery threshold (defined as a level that exceeds survival, approximates historical representation, improves condition over what was first assessed and does not rely on continued intervention) to the maximum feasible recovery threshold (defined as full recovery; typically the historical condition minus habitat that has been irreversibly changed).

Population sizes were not quantified in early species assessments (e.g., COSEWIC 2000), but in COSEWIC (2013) it was estimated that there was sufficient habitat in the Canadian range to support 723 home ranges (circa 2005 to 2012; Mahon *et al.* 2015). The minimum feasible recovery threshold is therefore considered to be 724 home ranges distributed across all four conservation regions as per the historic capability of each region. This level will exceed that required for short term survival and should provide for resilience, representation and perpetuation without intervention.

Steventon (2012a, 2012b) used data from Smith and Sutherland (2008) and, by simulating what current forests may have looked like historically, estimated that prior to industrial scale forestry there was sufficient habitat for between 740 and 1219 home ranges in Canada (median = 980). As per COSEWIC (2013), approximately 3% of the Northern Goshawk *laingi* subspecies Canadian range has been permanently lost to urban and agricultural development since European settlement. The maximum feasible recovery threshold is therefore estimated to be 951 home ranges.

The population and distribution objective for recovery of the Northern Goshawk in Canada over the long term (15 to 65 years) is thus to:

- Maintain sufficient habitat to support between 724 and 951 Northern Goshawk *laingi* subspecies home ranges in Canada, distributed across all four conservation regions as per the historic habitat capability of each region.

Achievement of the long term objective within 65 years was considered appropriate because newly harvested stands on the southern coast of British Columbia (where forest harvesting has been most extensive) will begin to become suitable for Northern Goshawk nesting at about 65 years (Mahon *et al.* 2015). The historic habitat capability

of each region was estimated by Smith and Sutherland (2008), but requires revision based on updated conservation region boundaries (Table 1).

3. Broad Strategies and General Approaches Recommended to Meet the Population and Distribution Objectives

The majority of the approaches recommended to meet the population and distribution objectives are contained in the recovery planning table of the provincial recovery strategy (Part 2; Table 3. Broad strategies that will be used to address threats and to achieve recovery of habitat and populations for *A. gentilis laingi*). Additional recommended approaches are included here (see Table 1) to meet the federal population and distribution objectives and to lay the groundwork for future recovery planning.

Table 1. Additional Recommended Approaches.

Approach / Strategy	Description of Management and Research Approaches	Outcome / Deliverables	Priority
Discover or manage habitat for additional home ranges to meet population and distribution objectives.	<ul style="list-style-type: none"> Option 1 – Discover additional home ranges through the use of surveys for home ranges. Option 2 – Manage suitable habitat at a landscape level to ensure long-term viability of a sufficient number of home ranges. 	A sufficient number of home ranges are discovered or managed to meet population and distribution objectives.	Urgent
Develop approaches to mitigate human induced mortality.	<ul style="list-style-type: none"> Human induced mortality is a significant issue in at least one region (where landowners are protecting chickens; B. Wijdeven, pers. comm.). Assist landowners to implement non-lethal measures, where appropriate. 	Reduced human induced mortality.	Urgent
Genetic analysis.	<ul style="list-style-type: none"> Conduct additional genetic analyses to confirm the range of the <i>laingi</i> subspecies. 	Revised range boundaries for <i>laingi</i> subspecies.	Necessary

Approach / Strategy	Description of Management and Research Approaches	Outcome / Deliverables	Priority
Refine population and distribution objectives.	<ul style="list-style-type: none"> The population and distribution objectives require adjustment due to the inclusion of the transition zone in the federal recovery strategy. The historic capability of each region needs to be determined for the long term objective. 	Revised population and distribution objectives that account for inclusion of the transition zone and clarify how many home ranges are required in each region.	Necessary
Refine Steventon (2012 a,b) Population Viability Analysis (PVA).	<ul style="list-style-type: none"> Additional work is required to refine the PVA and reduce its level of uncertainty, as well as include the effects of gene flow to areas outside of Canada. 	Refinements to both short and long term population and distribution objectives.	Beneficial

4. Critical Habitat

This section replaces the Critical Habitat section in the provincial recovery strategy.

4.1 Identification of Critical Habitat

The *Species at Risk Act* defines critical habitat as "... the habitat that is necessary for the survival or recovery of a listed wildlife species and that is identified as the species' critical habitat in a recovery strategy or action plan for the species."

Critical habitat in this recovery strategy is identified for 91 Northern Goshawk breeding home ranges across the four conservation regions: 18 in the Haida Gwaii Conservation Region, 19 in the North Coast Conservation Region, 33 in the Vancouver Island Conservation Region and 21 in the South Coast Conservation Region (Appendix B).

Critical habitat is identified based on Northern Goshawk data available to the Government of Canada from the British Columbia Conservation Data Centre (CDC). Although COSEWIC (2013) provided modelling estimates that suggested the current Canadian population was between 682 and 764 home ranges (mean = 723), only 110 home ranges were available from the British Columbia CDC for potential inclusion in this critical habitat identification (BC CDC 2014).

This critical habitat identification is considered to be a partial identification of critical habitat because:

- Additional surveys (or a different approach to the critical habitat identification) will be required to identify additional suitable and/or occupied habitat to meet the population and distribution objectives (Tables 1 and 3).
- Some critical habitat has not been identified due to insufficient available information. Habitat Suitability Index model output is currently not available for the transition zone (between coastal to interior habitat types; Section 2), and for some lands (mostly private forestry lands and provincial parks) on Vancouver Island (Section 4.1.2);
- Some critical habitat has not been identified due to ongoing cooperation and consultation. The Government of Canada will continue to work cooperatively with applicable organizations to complete the identification of critical habitat; and
- Critical habitat is only identified for home ranges at the scale of the breeding season because habitat requirements for the non-breeding season are not well understood (McClaren *et al.* 2015).

A schedule of studies (Table 3) has been developed to provide the information necessary to complete the identification of critical habitat that will be sufficient to meet the population and distribution objectives.

The identification of critical habitat in this recovery strategy is based on the scale of a breeding home range for the Northern Goshawk. A Northern Goshawk breeding home range (Figure 1) consists of a hierarchical arrangement of components that includes a nest or a cluster of nests that are used by a pair of Northern Goshawks over time (from one to 12 nests on the coast of British Columbia; Mahon *et al.* 2013), Post Fledging Areas (PFAs; see provincial recovery strategy in Part 2) around each nest, a breeding area that includes all PFAs, and a larger foraging area (reviewed by Squires and Kennedy 2006, NGRT 2008, Mahon *et al.* 2013, McClaren *et al.* 2015). The breeding area is the core use area of Northern Goshawks during the breeding season, and is where juveniles spend the majority of their time prior to leaving their natal home range (Kennedy *et al.* 1994, McClaren *et al.* 2005; reviewed by Squires and Reynolds 1997, Squires and Kennedy 2006, McClaren *et al.* 2015). It typically includes multiple nest sites, each having an associated PFA (Kennedy *et al.* 1994, McClaren *et al.* 2005; reviewed by Manning 2012, Mahon *et al.* 2013, McClaren *et al.* 2015). The larger foraging area makes up the majority of the breeding home range and is where the adults hunt (Iverson *et al.* 1996, Bloxton 2002; reviewed by Squires and Reynolds 1997, NGRT 2008, McClaren *et al.* 2015). Foraging areas, and consequently home ranges, vary in size, reflecting differences in the availability of prey, hunting efficiency of individuals, and food requirements (Iverson *et al.* 1996, Bloxton 2002, Mahon *et al.* 2013; reviewed by Squires and Kennedy 2006; NGRT 2008, McClaren *et al.* 2015).

Both breeding areas and foraging areas are considered critical to ensure successful breeding and survival of Northern Goshawks (reviewed by Squires and Reynolds 1997, Daust *et al.* 2010, NGRT 2008, McClaren *et al.* 2015). Therefore, this recovery strategy includes an identification of critical habitat for breeding (based on known nests) and critical habitat for foraging around known nests. These are key concepts in the critical

habitat identification because they delineate the areas within which critical habitat is identified. While breeding and foraging areas are distinct from one another, any given breeding area is overlapped by its associated and larger foraging area. This means that habitat managed for a breeding area can also contribute to habitat requirements for the associated foraging area. The biophysical attributes and amounts of critical habitat required are different for these two home range components, as described below.

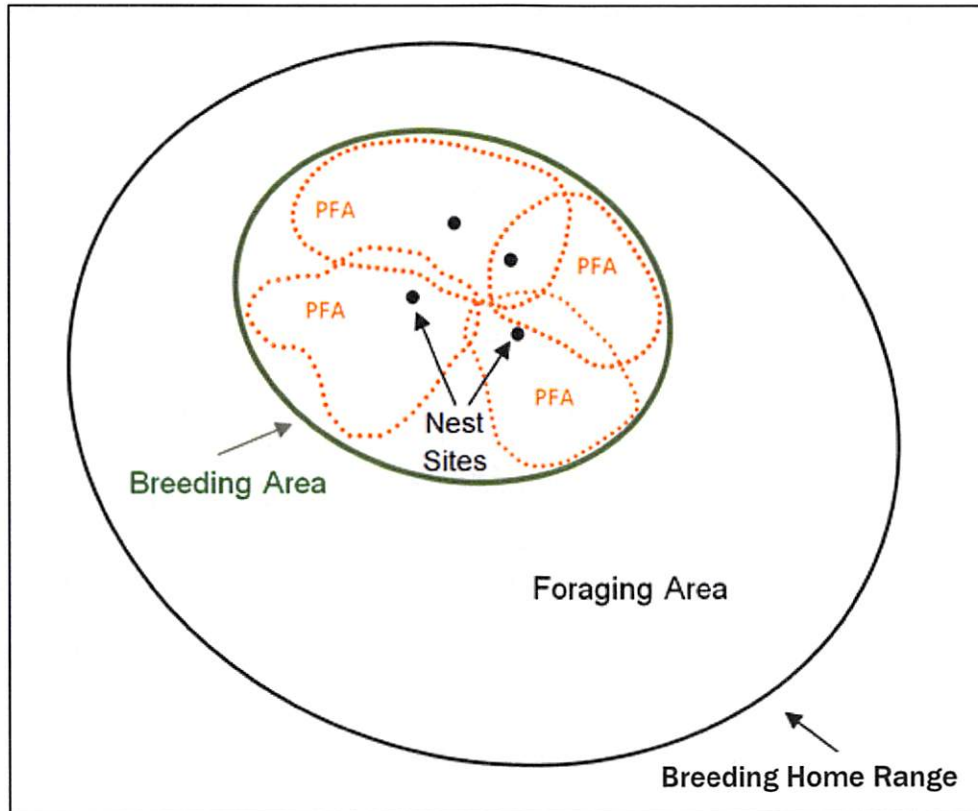


Figure 1. Conceptual illustration of the components of a Northern Goshawk breeding home range (modified from McClaren *et al.* 2015).

Critical habitat is identified in terms of its location, its biophysical attributes, and the amount of it required:

- *Location* describes where critical habitat is found geographically.
- *Biophysical attributes* describe the biological and physical characteristics of the suitable habitat.
- *Amount* describes the quantity and extent of suitable habitat required at each location and/or across the species' distribution.

This recovery strategy outlines and applies a methodology to identify the location, biophysical attributes, and amount of critical habitat required in a breeding home range. The configuration, amount and location of suitable habitat within a home range may change over time. If more suitable habitat is available than required within a given home

range, different areas of critical habitat can be identified and published in an amended recovery strategy and/or action plan. However, at any point in time, the critical habitat must meet the criteria for location, biophysical attributes and amount described herein (where suitable habitat is available).

4.1.1. Location of Critical Habitat

The location of critical habitat is based on the locations of known nests of the Northern Goshawk within coastal British Columbia for which data were available to the Government of Canada as of June 2014. Data on nest locations for 110 Northern Goshawk breeding home ranges were obtained from the British Columbia Conservation Data Centre (CDC). All records of Northern Goshawk nests were included in the identification, irrespective of age of observation or recent occupancy (BC CDC 2014). Breeding home ranges without evidence of recent occupancy were included because Northern Goshawks are difficult to detect and annual monitoring is limited over much of the species range (until recently, intensive annual monitoring only occurred on parts of Vancouver Island⁵ and Haida Gwaii⁶), because they exhibit strong site fidelity to a breeding home range (McClaren 2005, Stuart-Smith *et al.* 2012), and because they have been known to re-occupy a particular area even after many years of apparent absence (Kenward 2006, McClaren *et al.* 2015, Province of British Columbia unpubl. data). Consequently, areas where Northern Goshawks have previously been detected are likely to continue to be used by Northern Goshawks, even if they are not detected over several surveys (McClaren 2005). In addition, given the relatively small number of birds known to occur in each conservation region, inclusion of unoccupied nests and/or breeding home ranges is considered necessary, as a precautionary measure, to ensure sufficient nesting locations and breeding home ranges are available to contribute towards providing a reasonable probability of long term persistence (Steventon 2012; see Section 2 *Population and Distribution Objectives*). If through field surveys, critical habitat is confirmed to be unsuitable for Northern Goshawk nesting or foraging, critical habitat can be refined and published in an amended recovery strategy and/or action plan.

4.1.2. Biophysical Attributes of Suitable Habitat

Habitat Suitability Index (HSI) models for Northern Goshawk breeding areas and foraging areas were produced collaboratively by the Habitat Recovery Implementation Group of the Province of British Columbia's Northern Goshawk *Accipiter gentilis laingi* Recovery Team (Mahon *et al.* 2008, 2015). The Mahon *et al.* (2015) models are based on Northern Goshawk habitat usage, and use equations that describe the combination of habitat attributes that are thought to be required by Northern Goshawks. The models are used to analyze standardized British Columbia forest cover data and to score forest stands (on a scale of 0-1) according to how suitable they are predicted to be for Northern Goshawks (with 0.5 to 1 defined as suitable).

⁵ For example, Manning and Chytyk (2008).

⁶ For example, Doyle (2005).

The biophysical attributes of suitable habitat differ slightly between breeding areas and foraging areas, with breeding habitat being a subset of foraging habitat. In general, mature/old growth forests most often possess the characteristics considered suitable for Northern Goshawks. However, because the models are based on multiple variables, there is some flexibility in the attributes of forests that are rated as suitable. For example, younger forest stands might still qualify as suitable habitat if they have high ratings for all other variables and as long as minimum height and age criteria are met.

The Mahon *et al.* (2015) HSI models are the only information sources that have quantitatively defined the attributes of Northern Goshawk habitat on the coast of British Columbia. They are based on the largest data set of nest locations and Northern Goshawk telemetry data that is available for coastal British Columbia, so represent the most comprehensive descriptions of suitable habitat for breeding and foraging. The Mahon *et al.* (2015) HSI models have not been published and have not been validated (see Section 3.2 *Schedule of Studies*), but were ground tested for accuracy in each of the four conservation regions (meeting a priori accuracy targets; see Appendix A), were subjected to sensitivity analyses, and have been reviewed by a broad cross section of practitioners in British Columbia (Mahon *et al.* 2008, 2015). The models were iteratively improved as a result of these processes and as more recent data have become available (Mahon *et al.* 2015).

The models are the best tools available to quantify Northern Goshawk habitat currently available. There are no other options available for a multi-parameter quantitative description of suitable habitat. An alternative approach to the use of Mahon *et al.*'s (2015) models would be to use a single parameter, such as tree age or tree height. However, this option would not provide a precise description of suitable habitat (*e.g.*, old trees at high elevation will not be suitable, old trees of certain species will not be suitable, tall trees in some cases will not have the required branching structure to effectively hold nests). The Mahon *et al.* (2015) models take into account the variance in suitability based on the primary factors affecting habitat use for which standard forest cover data are available for mapping. As such, the models provide the most precise description of suitable habitat, based on the largest amount of data on habitat use by Northern Goshawks.

Because the models represent a description of typical habitat use, there will be cases where the models do not fully represent a particular local situation (*e.g.*, highly managed forest lands in a productive landscape). In situations such as these, further planning may allow the models to be tailored to specific landscapes or different scales (*e.g.*, through a home range plan based on a management unit or conservation region, see Section 3.2 *Schedule of Studies*). In cases such as this, the critical habitat identification may be refined for the landscape being considered in an amended recovery strategy and/or action plan.

Spatial mapping output of the Mahon *et al.* (2015) HSI models has been produced using land cover data current to between 2005 and 2012 (Mahon *et al.* 2008, 2015) and is used in this federal recovery strategy to spatially map critical habitat. Although the HSI models met the ground testing accuracy requirements set by the provincial recovery

team (Mahon *et al.* 2015), there remains considerable error associated with the model output (related primarily to the accuracy of underlying forest cover data). Nevertheless, there is no alternative for spatially mapping of critical habitat at this time. Field verification of model outputs can be used to improve the accuracy of mapped critical habitat (Section 3.2 *Schedule of Studies*). In addition, as of 2017 the mapped model output was not available for large areas of Vancouver island (mostly private lands owned by the forest industry and provincial parks), and for the eastern margin of the Canadian range of the *laingi* subspecies, as considered in this federal recovery strategy (Section 2).

Critical habitat is only identified within critical habitat boundaries where the biophysical attributes of critical habitat are present.

See Section 3.2 *Schedule of Studies* for activities to refine the identification of critical habitat, including production of HSI model outputs for the transition zone (from coastal to interior habitat types), provincial parks, protected areas and private lands on Vancouver Island, and field verifications of current model outputs.

Critical habitat for breeding: biophysical attributes

Biophysical attributes of suitable habitat for breeding typically include mature/old forest with large trees suitable for holding large stick nests, a relatively closed canopy (> 50%), an open understory and abundant under-canopy flyways (Iverson *et al.* 1996, Patla 1997, Daw and DeStephano 2001, Finn *et al.* 2002, McGrath *et al.* 2003, Desimone and DeStefano 2005, Doyle 2005, McClaren 2005, Boal *et al.* 2006, Harrower *et al.* 2010, Stuart-Smith *et al.* 2012, Mahon *et al.* 2013; reviewed by Squires and Reynolds 1997, MWLAP 2004, Squires and Kennedy 2006, USFWS 2007, NGRT 2008, Mahon *et al.* 2015).

Using the following equation from the HSI model for breeding habitat (Mahon *et al.* 2015), suitable habitat for breeding must have a HSI rating of 0.5 or more, where:

$$HSI_n = \text{mean} (Ager, Height_r) * Edge_r * ITG_r * Elev_r * Slope_r * BECvar_r,$$

and where n = nesting and r = rating, from 0-1, based on estimates of how that particular variable affects habitat suitability for Northern Goshawk breeding (see Mahon *et al.* 2015).

The mean tree stand age ($Ager$) and height ($Height_r$) are included in the model because Northern Goshawks generally prefer older and taller trees. Estimates of breeding habitat suitability increase linearly from 0 below 40 years and 14 m height up to 1 at 90 years of age and 32 m height. Northern Goshawks also tend to avoid anthropogenic and natural edges ($Edge_r$), so breeding sites farther away from edges are more suitable and receive a higher rating. Inventory Type Group variable (ITG_r) relates certain structural requirements such as canopy to particular forest types. Structural attributes important to Northern Goshawk breeding appear to be most common in hemlock, fir and spruce dominated stands. As such, these forest types typically receive a rating of 1, whereas other forest types have lower ratings. The elevation of an area ($Elev_r$) is included in the

model because data suggest that Northern Goshawks prefer lower elevation sites. Lower elevation areas (400 m on Haida Gwaii, 600 m on the North Coast and 800 m in the southern regions receive a rating of 1; with downgrades to a low of 0.5 at 1,300 m. Slope (Slope_r) is included because the vast majority of known nests occur on slopes <60%. Areas with a slope between 0-60% receive a rating of 1; areas with slopes >60% receive a reduced rating. The final variable in the model is the BEC variant (BECvar_r), which represents the classification of the area based on the British Columbia Biogeoclimatic Ecosystem Classification System (MacKinnon *et al.* 1992). Each class was assigned a rating, based on estimated habitat suitability for breeding. For example, tundra and alpine parkland classes have the lowest ratings at 0.4. See Appendix A for more details on the variables included in the model.

In addition to the attributes described in the model, an important biophysical attribute of critical habitat for breeding is habitat that is free from loud auditory disturbances during the breeding season from courtship to fledging (15 February – 31 July) (Iverson *et al.* 1996; reviewed by Cooper and Stevens 2000). Activities that create loud noise within or adjacent to an active breeding area can cause disturbances for nesting birds and may have negative consequences for production of young and mortality of young or adults (e.g., Boal and Mannan 1994, Toyne 1997, Bijlsma 1999 in Rutz *et al.* 2006, Penteriani and Faivre 2001, Doyle in Stuart-Smith *et al.* 2012; reviewed by McClaren *et al.* 2015). For information on mitigation, see Section 2.3 *Activities Likely to Result in the Destruction of Critical Habitat*.

Where HSI model output was not available, other available data were used to delineate critical habitat for breeding. This included satellite imagery, forest cover information for timber supply area lands, and mapping data on recent and proposed cutblocks (from the Government of British Columbia's Land and Resource Data Warehouse).

Critical habitat for foraging: biophysical attributes

There is strong evidence that Northern Goshawks prefer to forage in forests with typical mature/old characteristics (e.g., closed canopy, low stem density, open understory). Eight of nine telemetry studies that were conducted during the breeding season in primarily forested areas of North America found that goshawks foraged in forests with mature/old structural characteristics disproportionately more often than the availability of these forests on the landscape (Austin 1993, Bright-Smith and Mannan 1994, Beier and Drennan 1997, Bloxton 2002, Hargis *et al.* 1994, Iverson *et al.* 1996, Good 1998, Boal *et al.* 2006, Mahon 2009). Forest structure has usually been found to be more important than prey abundance to goshawk foraging, likely because forest structure is a key attribute for prey accessibility. For example, a closed canopy results in a relatively open understory and a low stem density increases sub-canopy flyways; both of which increase access to prey (reviewed by Greenwald *et al.* 2005 and McClaren *et al.* 2015). The biophysical attributes of typical foraging habitat include relatively large trees (a low stem density), open understories and closed canopies; though a variety of other habitat types (e.g., alpine areas and shorelines when used by migratory species) are also used (Bloxton 2002, Iverson *et al.* 1996, Boal *et al.* 2006; reviewed by USFWS 2007, NGRT 2008, Stuart-Smith *et al.* 2012, COSWIC 2013, Mahon *et al.* 2015).

Using the following equation from the HSI model for foraging areas (Mahon *et al.* 2015), suitable habitat for foraging must have a HSI rating of 0.5 or more, where

$$\text{HSI}_f = \text{mean}(\text{Age}_r, \text{Height}_r) * \text{ITG}_r * \text{BECvar}_r \text{ or Non-Forest rating, whichever is greater,}$$

and where f = foraging and r = rating. Non-Forest rating is any area that is not classified as a forest type under the British Columbia Biogeoclimatic Ecosystem Classification Program. See above (*Critical habitat for breeding areas: biophysical attributes*) for explanations of the relevant model variables and Appendix A for more details on the variables included in the model.

4.1.3. Amount of Suitable Habitat Required for Critical Habitat

The biophysical attributes above describe biological and physical characteristics of suitable habitat, but not all suitable habitat is necessarily critical habitat.

Critical habitat for breeding: amount of suitable habitat

The amount of suitable breeding habitat required for critical habitat around each nest is 75.5 ha. This is based on an empirical analysis of the use of habitat by fledglings using telemetry for 12 *laingi* nests in British Columbia that found 90% of the nests had a PFA size of up to 75.5 ha (McClaren *et al.* 2005, Mahon *et al.* 2013, McClaren *et al.* 2015). Use of the 90th percentile should ensure that there will be sufficient critical habitat for breeding around each nest for most situations, which is important for species at risk, especially given that breeding areas represent the core use area of a breeding home range (Kennedy *et al.* 1994, Iverson *et al.* 1996, Moser 2009, McClaren *et al.* 2015).

Critical habitat for breeding should provide a buffer for nests from hard edges⁷ such as harvested areas (McClaren 2005, Iverson *et al.* 1996, Mahon *et al.* 2013, McClaren *et al.* 2015). Several studies have found that Northern Goshawks relocated their nests in response to timber harvesting near their nest locations (Penteriani and Faivre 2001, Mahon 2009, Stuart-Smith *et al.* 2012). Although not tested compared to controls, a recent analysis of 283 nests on Vancouver Island and Haida Gwaii, Mahon *et al.* (2013) found that 90% of nests were at least 252 m from cut-blocks that were present at the time the nest was first discovered. Additionally, McClaren *et al.* (2005) and McClaren (2005) found that radio-tagged Northern Goshawk fledglings were never confirmed using open areas such as harvested areas (E. McClaren, pers. comm. 2014).

Beyond ensuring sufficient suitable breeding habitat around known nests, additional critical habitat is required in some breeding home ranges to allow for the establishment of new nests. The number of nests within 63 breeding areas of the *laingi* subspecies in coastal British Columbia ranged from one to 12 nests, with a 90th percentile of about six nests (Mahon *et al.* 2013). Therefore, using a precautionary approach, the critical habitat in each breeding area should provide sufficient suitable breeding habitat for

⁷ A hard edge is defined as an abrupt change in the forest canopy, typically where mature or old forest is adjacent to non-forested habitat or younger forest, and where the height difference between the two habitat types is at least 15 m (e.g., clearcut edge, lake shore, alpine area).

supporting PFAs for at least six nests. Given that the median distance between nests is 275 m and the 90th percentile of intra-nest distances is 840 m (Parks Canada, unpubl. data, n=294 intra-nest distances from 111 breeding home ranges), each supplementary PFA area, where necessary, should be centered at a location not less than 275 m and not more than 840 m from a known nest or other supplementary PFA locations.

Based on the above, critical habitat for breeding requires:

- 75.5 ha of suitable breeding habitat around each known nest. The critical habitat must encompass the nest tree, and the critical habitat must be located within 840 m of each nest. In addition, there must be at least 252 m of contiguous suitable breeding habitat around each nest. Any suitable habitat within 840 m of more than one nest can count towards the critical habitat necessary for each of those nests. If there is currently insufficient suitable habitat around a known nest to meet the 75.5 ha target, critical habitat will include all currently available suitable habitat within the 840m radius of the nest and the area should be managed to achieve the 75.5 ha through appropriate management actions outlined in an amended recovery strategy or action plan.
- For breeding home ranges with fewer than six known nests, additional critical habitat for breeding (75.5 ha per location, as above) will be required in order to allow for the establishment of new nests. The additional critical habitat for breeding areas should be centered at locations not less than 275 m and not more than 840 m from known nests or supplementary nest locations, so that a total of six known or supplementary nest locations are contained within the critical habitat for breeding areas for each breeding home range. Where insufficient suitable habitat exists, the area should be managed to achieve this over time through appropriate management actions outlined in an amended recovery strategy, home range plan or action plan.

Critical habitat for foraging: amount of suitable habitat required

Critical habitat for foraging, defined biophysically using the HSI model on the coast of British Columbia (Mahon *et al.* 2015), typically has mature/old forest characteristics. As outlined earlier, there is strong evidence that Northern Goshawks disproportionately select foraging habitat with mature/old forest characteristics over other habitats such as young forests and open areas. Given this result, it is not surprising that five of seven studies have shown a positive relationship between home range occupancy and the amount of forest with mature/old characteristics within home ranges (Crocker-Bedford 1990, Crocker-Bedford 1995, Ward *et al.* 1992, Patla 2005, Finn *et al.* 2002, McClaren and Pendergast 2003, Mahon 2009). In British Columbia, a recent analysis suggested that Northern Goshawks have selected home ranges for the amount of critical habitat for foraging within them on both Haida Gwaii and Vancouver Island (Vennesland 2018). Data was not available for other conservation regions.

Critical habitat for foraging has declined on the coast of British Columbia, though there is some evidence that this decline has slowed in recent years. COSEWIC (2013) documented a widespread 20% to 31% (depending on the region) decline in critical habitat for foraging since industrial scale forestry began. Czembor (2012) used recent

satellite land cover data (Spot imagery from 2004 to 2007 and Landsat imagery from 1999 to 2011) and HSI modelled habitat (Mahon *et al.* 2015), and documented a decline in suitable foraging habitat of approximately 1% per year on the South Coast and Vancouver Island. On the North Coast, critical habitat for foraging had increased slightly (<0.2%) and no data was available for Haida Gwaii. More recently, the Province of British Columbia (unpubl. data) found only a very slight (<1%) overall decline across all conservation regions from 2000 to 2015, balanced by slight increases on the North Coast and South Coast and a slightly stronger decline (2.6%) on Vancouver Island. The difference between the results of Czembor (2012) and Province of British Columbia (unpubl. data) may be due to declining rates of harvest or better accounting for recruitment that offsets declines from harvesting in the unpublished data from the Province of British Columbia.

As with breeding areas, there is limited unequivocal information about the size of the home range (or foraging area) and how much suitable foraging habitat is required within the home range (reviewed by NGRT 2008, Stuart-Smith *et al.* 2012, McClaren *et al.* 2015). For example, home ranges vary in size, in part according to ecological conditions such as weather and prey availability as well as between males and females (Kennedy *et al.* 1994, Iverson *et al.* 1996, Bloxton 2002). Both the size and quality of breeding home ranges likely vary across the four conservation regions (Doyle 2005, Doyle 2006, NGRT 2008, Deal and Mogensen 2013, Mahon *et al.* 2013, Manning and Chytyk 2018). Most studies have recommended that 40-60% of the full landscape area within home ranges be composed of suitable foraging habitat, including specifically for the coast of British Columbia (McClaren *et al.* 2015). However, these recommendations (in British Columbia and elsewhere) have typically not been based on clear empirical information (e.g., Reynolds *et al.* 1992).

To determine the amount of suitable habitat required for critical habitat for foraging within the breeding home range, two steps were followed: 1) mean breeding home range size was determined, and 2) the amount of suitable habitat required to be critical habitat within this foraging area was determined. To ensure a regionally appropriate critical habitat identification, these values were determined separately for each conservation region (and in some cases, the regions were further subdivided to reflect variation where data were available; see maps B-1 to B-6, Appendix B). The results are summarized in Table 2.

First, regional estimates of mean breeding home range size (based on the spacing of breeding home ranges on the landscape) were used to determine the size of foraging areas used by Northern Goshawks during the breeding season (McClaren *et al.* 2015, Manning and Chytyk 2018). Previous studies determined that breeding home range spacing for the *laingi* subspecies was highest on Haida Gwaii (Doyle 2006, NGRT 2008), where McClaren *et al.* (2015) estimated home range spacing at 10.4 km. McClaren *et al.* (2015) also estimated home range spacing for Vancouver Island at 6.9 km. A more recent study by Manning and Chytyk (2018) looked at home range spacing in all regions except for Haida Gwaii using updated data (Province of British Columbia, unpubl. data) and estimated home range spacing for the North Coast near Bella Coola where home ranges appear to be tightly packed (4.8 km), remaining areas of the North

Coast (6.6 km), the Coastal Dry Ecosystem Zone that encompasses a large area of Vancouver Island and smaller areas of the North Coast and South Coast regions (6.1 km), and remaining areas of Vancouver Island (6.9 km) and the South Coast (6.6 km). Spacing estimates reflect the presumed diameter of home ranges, which was used to calculate the estimated area of home ranges (Table 2). The region or sub-region of a home range was defined by where the home range centroid was located.

Sub-regional spacing estimates were considered in determining the amount of suitable habitat required in home ranges because detailed survey data in both the Bella Coola region of the North Coast and in the Coastal Dry Ecosystem Zone of the south (defined as the Coastal Douglas-fir biogeoclimatic zone and the Coastal Western Hemlock xm1 and xm2 subzone variants; MacKinnon *et al.* 1992) suggested that home ranges were more tightly spaced in these areas, likely due to different ecological conditions that increase prey abundance/availability (Manning and Chytyk 2018). Conversely, on Haida Gwaii, the negative effects of introduced deer on prey availability is presumed to have resulted in a wider spacing of home ranges as goshawks must fly further to find sufficient prey for successful breeding (Doyle 2005; reviewed by NGRT 2008).

These estimates of mean breeding home range sizes likely under-estimate the true size of home ranges because of several biases (Manning and Chytyk 2018), most prominently because estimates of home range spacing have been produced considering all known home ranges whether or not they were known to be occupied. However, the estimates of home range size likely over-estimate the annual required amount of suitable habitat because Northern Goshawks tend to use a relatively small area of their breeding home range each year (e.g., 32% as per Kennedy *et al.* 1994; see also Bloxton 2002, Moser 2009). Balancing these biases in the data, the mean of the observed breeding home range sizes should provide a reasonable and precautionary conservation target.

Second, the amount of suitable habitat required within the foraging area of each breeding home range was determined based on the amount of suitable foraging habitat (as predicted by the Mahon *et al.* 2015 foraging HSI model) that was present in consistently occupied breeding home ranges (Province of British Columbia, unpubl. data). Given the general lack of strong empirical results for the required amount of suitable habitat in a home range, this recovery strategy uses a 'no net loss' strategy to cease further habitat loss while studies are undertaken to provide better science on goshawk requirements. To this end, the amount of critical habitat for foraging required in each home range is based on the 50th percentile (median) of the proportions of suitable habitat across consistently occupied breeding home ranges. The median was chosen rather than the mean because these data are typically not symmetrically distributed and the median thus provides a better representation of the general tendency of the midpoint of the data. The same six conservation regions or sub-regions were used for this analysis as with the home range spacing analysis. Median values for each region or sub-region were computed as the average median proportion from 2000 to 2015 of suitable habitat in the full landscape of home ranges (Province of British Columbia, unpubl. data).

The median amount of suitable habitat in consistently occupied breeding home ranges was 65.5% for Haida Gwaii, 49.5% for the North Coast, 50.1% for the Bella Coola area of the North Coast, 44.6% for Vancouver Island, 47.4% for the South Coast and 50.0% for the Coastal Dry Ecosystem Zone (Province of British Columbia, unpubl. data).

The total amount of suitable habitat needed for critical habitat for foraging in breeding home ranges is summarized in Table 2. In the South Coast region for example, the target for critical habitat for foraging is 1622 ha of suitable habitat within a 6.6 km diameter circle of the nest centroid (the centroid of all known nests and supplementary nest locations) for the breeding home range.

Table 2. The maximum radius requirement (based on breeding home range size estimates) for critical habitat for foraging, and the percentage and total amount of suitable habitat that is required for each breeding home range, for each of the six conservation regions and sub-regions considered for critical habitat for foraging.

Conservation Region or Sub-region ¹	Breeding home range radius estimate (m)	Suitable habitat required (%) ⁴	Amount suitable habitat required for critical habitat for foraging (ha)
Haida Gwaii	10.4 ²	65.5	5,564
North Coast	6.6 ³	49.5	1,693
North Coast – Bella Coola	4.8 ³	50.1	907
Vancouver Island	6.9 ^{2,3}	44.6	1,668
South Coast	6.6 ³	47.4	1,622
Coastal Dry Ecosystem Zone	6.1 ³	50.0	1,461

¹ See maps B-1 to B-6 (Appendix B) for regional and sub-regional boundaries (Manning and Chytyk 2018).

² McClaren *et al.* (2015)

³ Manning and Chytyk (2018)

⁴ Median proportion of home ranges comprised of suitable foraging habitat (based on mean of estimates from 2000 to 2015; Province of British Columbia, unpubl. data).

Because foraging within any given home range occurs throughout the breeding home range, critical habitat for breeding will also contribute to the required amount of critical habitat for foraging (critical habitat for breeding always overlaps with critical habitat for foraging).

If the amount of suitable habitat available within the breeding home range radius estimate is currently less than the amount of suitable habitat required (Table 2) and critical habitat includes all currently available suitable habitat within the polygon, the regionally appropriate threshold should be achieved over time through appropriate management actions outlined in an amended recovery strategy, home range plan or action plan. Of the 91 home ranges for which critical habitat has been identified, the amount of suitable habitat required for foraging critical habitat is currently below the

estimated targets for 79 home ranges (see Table B-1 in Appendix B). The remaining 12 home ranges had an amount of suitable habitat at or above the estimated targets. In cases where the amount of suitable habitat available in a home range was above the required foraging critical habitat target in Table 2, the breeding home range radius was reduced until the amount of suitable habitat for foraging critical habitat was reached. This method was used based on the prediction that habitat utility will decline with distance from the breeding area, as per the theory of Central Place Foraging (Orians and Pearson 1979; for example, Bloxton 2002).

4.1.4. Maps of Critical Habitat

The areas containing critical habitat for breeding and critical habitat for foraging for the Northern Goshawk are presented in Appendix B, Figures B-2 to B-6. Within the areas identified as containing critical habitat for Northern Goshawk, critical habitat is identified only where the biophysical attributes are found (Section 3.1.2). Detailed methods and decision-making processes relating to the critical habitat identification are archived in a supporting document.

Home ranges with small amounts of critical habitat may not be obvious on the maps included in this appendix, so it is recommended that those with interests on the land base acquire more detailed mapping resources (e.g., GIS spatial layers). For access to detailed mapping resources and supporting documents outlining the methods used for critical habitat in this strategy, please see the contact information listed for Northern Goshawk *laingi* subspecies on the Species at Risk Public Registry: <http://www.registrelep-sararegistry.gc.ca/>.

4.2 Schedule of Studies to Identify Critical Habitat

A list of studies and activities recommended to achieve a complete identification of critical habitat for Northern Goshawk is provided in Table 3. Further studies and activities are required to 1) identify additional critical habitat that is required for the survival and recovery of the species, and 2) possibly refine critical habitat identification to maximize its implementation effectiveness (e.g., verify whether critical habitat identification is most effective at a breeding home range, a management unit, or a regional scale).

Table 3. Studies and activities required for a full identification of critical habitat for Northern Goshawk to meet the population and distribution objectives for the species in this federal recovery strategy.

Description of activity	Outcome/rationale	Timeline
To meet the population and distribution objectives, identify additional critical habitat in 1) currently known home ranges that have an insufficient amount of critical habitat (Table B-1, Appendix B), and 2) additional home ranges found through surveys or habitat mapped at a landscape scale (see also Table 1).	<ul style="list-style-type: none"> A sufficient amount of critical habitat is identified to meet the population and distribution objectives. 	Ongoing
Some critical habitat has not been identified due to ongoing cooperation and consultation. The Government of Canada will continue to work cooperatively with applicable organizations to increase the amount of critical habitat identified.	<ul style="list-style-type: none"> Increased amount of critical habitat identified. Progress made towards achieving population and distribution objectives. 	Ongoing, pending progress respecting consultations
Produce HSI model output for lands where currently not available (e.g., transition zone from coastal to interior habitat types, provincial parks and private lands on Vancouver Island, see Section 4.1)	<ul style="list-style-type: none"> To increase the number of breeding home ranges for which HSI data are available, allowing more critical habitat to be identified. 	2019-2022
Conduct research to determine the required availability of breeding and foraging habitat at home range and/or landscape scale.	<ul style="list-style-type: none"> Results will provide a better understanding of the breeding and foraging habitat thresholds required to sustain the overall Northern Goshawk population on the coast of British Columbia, and can be applied to re-assess the approach to identify critical habitat. Additional empirical evidence, including occupancy and reproductive success where possible, will help to assess current thresholds and approaches to identifying foraging habitat. Determine the extent to which areas with HSI ratings <0.5 can occur within a breeding or foraging area without 	2019-2024

Description of activity	Outcome/rationale	Timeline
Continue to research critical habitat knowledge gaps (e.g., patterns of home range use in breeding and non-breeding seasons, prey abundance, availability and diversity).	<p>having an effect on long-term occupancy.</p> <ul style="list-style-type: none"> Information on winter habitat associations may influence the habitat included in critical habitat. Knowledge of relationships between prey abundance, availability and diversity and foraging habitat characteristics will allow the refinement of specific foraging habitat targets for different habitat types. Additional data to allow validation of HSI and other models. Assessment of potential alternatives to current habitat models. Assessment of and approaches to deal with introduced deer on Haida Gwaii. Knowledge of the relationship between rotation times of harvested forest and Northern Goshawk occupancy can be used to better manage critical habitat. 	2019-2024
Validation of the HSI model outputs at stand-level scale.	<ul style="list-style-type: none"> Improve accuracy/precision of critical habitat boundaries. 	2019-2029

4.3 Activities Likely to Result in the Destruction of Critical Habitat

Understanding what constitutes destruction of critical habitat is necessary for the protection and management of critical habitat. Examples of activities likely to destroy critical habitat are provided below (Tables 4 and 5). However, destructive activities are not limited to those listed. Destruction is determined on a case by case basis. Destruction would result if part of the critical habitat were degraded, either permanently or temporarily, such that it would not serve its function when needed by the species. Destruction may result from single or multiple activities at one point in time or from cumulative effects over time.

Destruction of Northern Goshawk critical habitat includes, but is not limited to, the alteration or removal of forest suitable for breeding or foraging. In addition, loud noises occurring between the beginning of courtship (approximately mid-February) until fledging (approximately beginning of August) can disturb Northern Goshawks and potentially reduce the quality of the habitat in which they reside. Disturbance stimuli can cause the abandonment of nests, which can result in the mortality of eggs or young in the nest (Craig 2002, Environment Canada 2014).

Table 4. Examples of activities within or near to critical habitat for breeding and foraging that are likely to result in the destruction of critical habitat at all times of the year.

Activity categories	Examples of potential effects on habitat	Examples of potential effects on Northern Goshawk
<ul style="list-style-type: none"> • Forest harvesting, such as clear cutting, that removes critical habitat. • Industrial or urban/residential development that removes or alters critical habitat (e.g., oil and gas, mines, construction of buildings or other infrastructure, hydro dams, roads and other linear developments, etc.) 	<ul style="list-style-type: none"> • Reduces quality and or quantity of critical habitat for breeding and critical habitat for foraging • Negatively affects prey populations 	<ul style="list-style-type: none"> • Insufficient critical habitat remains to maintain a breeding pair of Northern Goshawks • Reduced availability of prey • Increased rate of predation of adults with increased edge habitats • Increased rate of breeding abandonment from human disturbance • Greater competition with edge or open habitat-adapted species

Table 5. Examples of activities likely to destroy critical habitat for breeding during the breeding season only, and proposed setback distances that will make the activity unlikely to destroy critical habitat. Proposed setbacks were determined using the results of previous studies and considerations of the potential of a stimulus to cause a disturbance (i.e., potentially intense stimuli deserve more precautionous setbacks; Environment Canada 2014). Mitigations should be in effect from courtship to the end of the nestling phase (15 February – 31 July; Iverson 1996, reviewed by Cooper and Stevens 2000).

Disturbance stimuli	Buffer distance from active nest (m)
Hauling with truck ¹	100
Road construction ²	500
Tree Felling ³	500
Aircraft ⁴ - repeated overflights or any overflights of heavy lift aircraft	1,000 ⁶
Blasting ⁵	1,000

¹ McLaughlin (2002), Grubb *et al.* (2012), Deal (2013), E. McClaren pers. comm.

² Vernier and Brunnell (2002), Stuart-Smith *et al.* (2012), E. McClaren pers. comm.

³ Boal and Mannan 1994, Penteriani and Faivre 2001, McLaughlin (2002), Stuart-Smith *et al.* (2012), E. McClaren pers. comm.

⁴ Stuart-Smith *et al.* (2012), E. McClaren pers. comm.

⁵ McLaughlin (2002), Stuart-Smith *et al.* (2012), E. McClaren pers. comm.

⁶ Aircraft buffer distance applied horizontally and vertically.

It should be noted that loud disturbance stimuli such as described here may only temporarily destroy critical habitat for breeding. The effects of noise disturbance may be very short (e.g., an adult temporarily leaves the nest), occur for one season (e.g., the adults abandon the nest for the season but return the next year) or longer if the nest is abandoned for one or more years. But it is likely that if the physical habitat attributes remain suitable, the site should continue to be viable once the disturbance stimuli have ceased.

4.4 Summary of Current Provincial Measures to Manage Activities within Northern Goshawk Habitat

Substantial work has already been completed or is underway to manage activities within habitat for Northern Goshawk in British Columbia. For example, 1.6 million ha of suitable breeding and foraging habitat occurs in provincial forestry reserves and parks (MoFLNRO and MoE 2013). In addition, provincial ‘fine filter’ regulations constrain forest harvesting activities on the managed land base within 28 known breeding areas using Wildlife Habitat Areas, or WHAs, under the Forest and Range Practices Act, FRPA, or Reserves under the Land Act. These WHAs and Reserves total to 4,300 ha of core breeding habitat (i.e., suitable breeding and post-fledging habitats) and over 14,000 ha of suitable foraging habitat (MoFLNRO and MoE 2013).

Specific activities in some breeding and foraging habitat on provincial Crown land are constrained within:

- Parks and protected areas (e.g., British Columbia *Park Act*);
- Ungulate Winter Ranges through the FRPA;
- Old Growth Management Areas through the British Columbia *Land Act*;
- Conservancies, Biodiversity, Mining and Tourism Areas and Strategic Level Reserve Design polygons within the Ecosystem-based Management planning area on the North and Central Coast (e.g., Horn *et al.* 2009); and
- Strategic Land Use Agreements (SLUAs) with protection under Land Use Objectives Orders under the British Columbia *Land Act* (e.g., on Haida Gwaii).

In addition to the habitats under the designations described above, timber harvesting in British Columbia is regulated through an “allowable annual cut” that is based on modelling of timber supply. Over the long term, it is projected that a steady state of forest age-classes (both structure and distribution) will be achieved so that the amount of old and mature age classes will become relatively constant over the long term (MoFLNRO and MoE 2013).

5. Measuring Progress

Performance measure for short term Population and Distribution Objective 1:

- Within 15 years of final posting of the strategy, there is sufficient suitable habitat in Canada to meet critical habitat targets for at least 369 breeding home ranges⁸.

Performance measure for short term Population and Distribution Objective 2:

- Within 15 years of final posting of the strategy, there is sufficient suitable habitat to meet critical habitat targets across all four conservation regions (suitable habitat for at least 38 breeding home ranges⁸ on Haida Gwaii, 111 on the North Coast, 125 on Vancouver Island, and 95 on the South Coast).

Performance measures for long term Population and Distribution Objective:

- Within 65 years of final posting of the strategy, there is sufficient suitable habitat in Canada to meet critical habitat targets for between 724 and 951 breeding home ranges⁸.
- Within 65 years of final posting of the strategy, sufficient suitable habitat for between 724 and 951 breeding home ranges⁸ in Canada is distributed across conservation regions as per the historic capability of each region (to be determined, see Table 1).

6. Socio-Economic Considerations

The section in the provincial recovery strategy entitled Socioeconomic Considerations is not considered part of the federal SARA recovery strategy for this species.

A socio-economic analysis is not required in a recovery strategy under Section 41(1) of SARA. A formal evaluation of the socio-economic costs and benefits of implementing the action plan(s) will be included in one or more action plan(s) as required by SARA (Section 49(e)).

7. Action Plan

This section modifies information in the provincial recovery strategy.

One or more actions plans for Northern Goshawk will be completed and posted on the Species at Risk Public Registry five years following the final posting of this federal recovery strategy.

It is expected that home range plans will be developed to outline how breeding home ranges will be managed to maintain or attain a sufficient amount of critical habitat over

⁸ Breeding home ranges are based on British Columbia Conservation Centre records and do not require recent evidence of occupancy because of the difficulty in detecting Northern Goshawks, a lack of widespread annual monitoring, and because they have been known to re-occupy a particular area even after many years of apparent absence (see details in Section 3.1.1).

time. Home range plans may be stand-alone documents or components of other planning documents, including action plans. The main purpose of a home range plan would be to outline how activities within the breeding home range will be managed over space and time to ensure a sufficient amount of critical habitat is protected from destruction. As such, each home range plan should outline the measures and steps that will be taken to manage the interaction between human disturbance, natural disturbance, and the need to maintain or establish sufficient breeding or foraging habitat to satisfy the requirements described in this recovery strategy.

8. Effects on the Environment and Other Species

A strategic environmental assessment (SEA) is conducted on all SARA recovery planning documents, in accordance with the [Cabinet Directive on the Environmental Assessment of Policy, Plan and Program Proposals](#)⁹. The purpose of a SEA is to incorporate environmental considerations into the development of public policies, plans, and program proposals to support environmentally sound decision-making and to evaluate whether the outcomes of a recovery planning document could affect any component of the environment or any of the [Federal Sustainable Development Strategy](#)'s¹⁰ (FSDS) goals and targets.

Recovery planning is intended to benefit species at risk and biodiversity in general. However, it is recognized that strategies may also inadvertently lead to environmental effects beyond the intended benefits. The planning process based on national guidelines directly incorporates consideration of all environmental effects, with a particular focus on possible impacts upon non-target species or habitats. The results of the SEA are incorporated directly into the strategy itself, but are also summarized below in this statement.

This recovery strategy will clearly benefit the environment by promoting the recovery of the Northern Goshawk, *laingi* subspecies through addressing knowledge gaps associated with population size, intra- and interspecific competition, amount and distribution of critical habitat, and winter habitat / diet associations; and reduction / mitigation of threats and maintenance of sufficient habitat on the landscape (long term).

The SEA concluded that this recovery strategy would have several positive effects and not cause any important negative effects. Other wildlife with similar habitat requirements and experiencing similar threats would stand to benefit from this recovery strategy. Further project-specific environmental assessments of actions identified as a result of research conducted in this recovery strategy, may be required.

⁹ <http://www.ceaa.gc.ca/default.asp?lang=En&n=B3186435-1>

¹⁰ <http://www.ec.gc.ca/dd-sd/default.asp?lang=En&n=CD30F295-1>

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Appendix A: Northern Goshawk Habitat Suitability Index Models

Mahon *et al.* (2008, 2015) created Habitat Suitability Index (HSI) models for Northern Goshawk to aid in the identification of suitable habitat for Northern Goshawk. The model applications and output were described in Smith and Sutherland (2008). Habitat was rated by the models as highly suitable (HSI > 0.75), moderately suitable (HSI = 0.75-0.5), of low suitability (HSI < 0.5), or not suitable (HSI = 0).

This section provides an overview of the suitability models as per Mahon *et al.* (2015). The models are used to describe the biophysical attributes of critical habitat that is identified in this federal recovery strategy.

For critical habitat for breeding areas, model parameters included:

1. Stand age and height, where suitability increased linearly from lowest suitability (HSI = 0) below 40 years old and 14 m tall to highest suitability (HSI = 1) above 90 years old and/or 32 m tall. These estimates were based on habitat data collected around known nest areas on Haida Gwaii, the North Coast, and Vancouver Island. The model used an average of the ratings of these two variables because stand age and height are typically highly correlated.
2. Edge habitat, where the presence of a 'hard' edge within 200 m of the nest area makes the habitat less suitable. A 'hard' forest edge was considered to occur where mature forest was adjacent to non-forested habitat or younger forest, and where the height difference between the two habitat types was > 15 m. The impact of the edge habitat varied with distance from the nest area (< 100 m or 100-200 m), and the type of edge habitat: anthropogenic (primarily forest harvesting) or natural (e.g., along lakes or marshes). The impact of edge habitat was considered more severe when it was closer to the nest area, and occurred through anthropogenic influence.
3. Forest composition, where stands dominated by Western Hemlock (*Tsuga heterophylla*), Sitka Spruce (*Picea sitchensis*), Douglas-fir (*Pseudotsuga menziesii*), Subalpine Fir (*Abies lasiocarpa*), Amabilis Fir (*Abies amabilis*), or mixed forest were considered most suitable; stands dominated by Western Redcedar (*Thuja plicata*), deciduous forest, or Lodgepole Pine (*Pinus contorta*), or with Lodgepole Pine or Yellow Cedar (*Chamaecyparis nootkatensis*) as a secondary species were considered moderately suitable; and pure stands of Western Redcedar, or stands dominated by Yellow Cedar were rated low suitability.
4. Elevation, where habitat at all elevations was considered potential breeding habitat if other suitable conditions existed. Overall habitat suitability declined slowly in a linear fashion from HSI = 1 below 400 m on Haida Gwaii, 600 m on the North Coast, and 800 m on the South Coast and Vancouver Island to a minimum of HSI = 0.5 at 1,300 m.
5. Slope, where habitat at all elevations was considered potential breeding habitat if other suitable conditions existed. Slopes < 30° were considered most suitable (HSI = 1), with a non-linear decrease in suitability to HSI = 0.5 at 90°.

6. Biogeoclimatic Ecosystem Classification (BEC) zone variant, where most BEC zone variants were considered to provide potential breeding habitat if other suitable conditions existed. The most suitable habitat was in the Coastal Douglas-Fir (CDF) and Coastal Western Hemlock (CWH) zones. Slightly lower ranked, but still of high suitability were the remaining CWH zone variants and the Mountain Hemlock (MH) zone. Engelmann Spruce – Subalpine Fir (ESSF) was of moderate suitability, and alpine tundra, alpine parkland, and ESSF parkland were all of low suitability.

The parameters were used in a habitat model that used a limiting factor, non-compensatory structure, where deficiencies in one parameter could not be compensated for by another parameter (Mahon *et al.* 2015).

For critical habitat for foraging areas, model parameters included:

1. Stand age and height, where the lowest score for foraging habitats was HSI = 0.3, acknowledging that younger forests can provide some suitability for foraging (*e.g.*, Bloxton 2002). Suitability increased linearly from lowest suitability (HSI = 0.3) below 40 years old and 14 m tall to highest suitability (HSI = 1) above 90 years old and/or 32 m tall. The model used an average of the ratings of these two variables because stand age and height are typically highly correlated.
2. Forest composition, where all forest types have potential value as foraging habitat (lowest HSI = 0.6) if stand age and height were suitable. Stands where spruce is the dominant or secondary species, where Douglas-fir or Amabilis Fir is dominant (except where Yellow Cedar or Lodgepole Pine are secondary species) were considered most suitable. Stands dominated by Western Redcedar (> 80%) or Lodgepole Pine, or stands where Yellow Cedar was the dominant or secondary species were considered of moderate suitability.
3. BEC variant, where most BEC variants were considered to have the potential to provide foraging habitat (Lowest HSI = 0.4) if other suitable conditions existed. The most suitable habitat was in the CDF and for some variants in CWH. The remaining CWH variants, MH and some variants of ESSF were ranked as moderate suitability, and alpine tundra was ranked as low suitability.
4. Non-productive and non-forested habitats, where habitats such as wetlands and bogs, non-productive brush, and alpine potentially provide foraging habitat for Northern Goshawks. All vegetated polygons with a non-productive or non-forested descriptor (*e.g.*, alpine, alpine forest, swamp, non-productive brush, clearing, meadow, open range, non-productive burn, or non-commercial brush) were assigned a low suitability rating (HSI = 0.3). Non-vegetated polygons with a non-productive or non-forested descriptor (*e.g.*, rock, gravel, sand, clay bank, lake, gravel bar, river, or human development) were assigned a nil suitability rating (HSI = 0).

The foraging habitat model, like the nesting (breeding) habitat model, used a limiting factor, non-compensatory structure, where deficiencies in one parameter could not be compensated for by another parameter (Mahon *et al.* 2015).

The performance of the nesting (breeding) and foraging models was assessed in each conservation region using formal accuracy assessment procedures determined prior to field work. The accuracy assessment compared model predictions to field ratings assessed by Northern Goshawk experts at each location. Accuracy scoring used two methods (for different ways the model outputs might be used) and was conducted at three scales (site, stand and regional scales), to account for potential spatial accuracy issues and to advise on management activities that may be conducted at those scales. Using the primary scoring method (based on the difference between the model and field ratings) and the stand-level scale, the nesting model averaged 82% accuracy and overestimated suitability by 0.01 – 0.09 HSI units (depending on conservation region). The foraging model averaged 85% accuracy and underestimated suitability by 0.04-0.06 HSI units. Accuracy scores and patterns of bias were consistent across regions, suggesting that the models performed fairly robustly across the coast. Model errors appeared to be largely driven by errors in forest cover data, which has two significant implications: 1) errors in the underlying data limit potential model revisions to improve performance, and 2) use of the model outputs should be consistent with generally accepted practices and limitations associated with using forest cover data for other forest and habitat management activities. Although the accuracy of the models exceeds the a priori target of 80% initial set by the provincial recovery team, precautionary use of model outputs is recommended, including verification of model predictions via ground truthing or aerial imagery.

Appendix B: Amount and Location of Critical Habitat

Included in this appendix are maps showing the layout of all conservation regions and sub-regions (Figure B-1) and the location of critical habitat for Northern Goshawk, *laingi* subspecies in each region or sub-region (Figures B-2 to B-6), and a table (Table B-1) that lists the home ranges within which critical habitat is identified for Northern Goshawk, the conservation region or sub-region in which the home range occurs, and the amount of area within which critical habitat is found for breeding and foraging.

Home ranges with small amounts of critical habitat may not be obvious on the maps included in this appendix, so it is recommended that those with interests on the land base acquire more detailed mapping resources (e.g., GIS spatial layers).

For access to detailed mapping resources and supporting documents outlining the methods used for critical habitat in this strategy, please see the contact information listed for Northern Goshawk, *laingi* subspecies on the Species at Risk Public Registry: <http://www.registrelep-sararegistry.gc.ca/>.

Figure B-1. The Northern Goshawk *laingi* subspecies conservation regions and sub-regions within which home ranges occur and where critical habitat is identified on the coast of British Columbia



Figure B-2. Critical habitat for Northern Goshawk *laingi* subspecies in the Haida Gwaii Conservation Region.

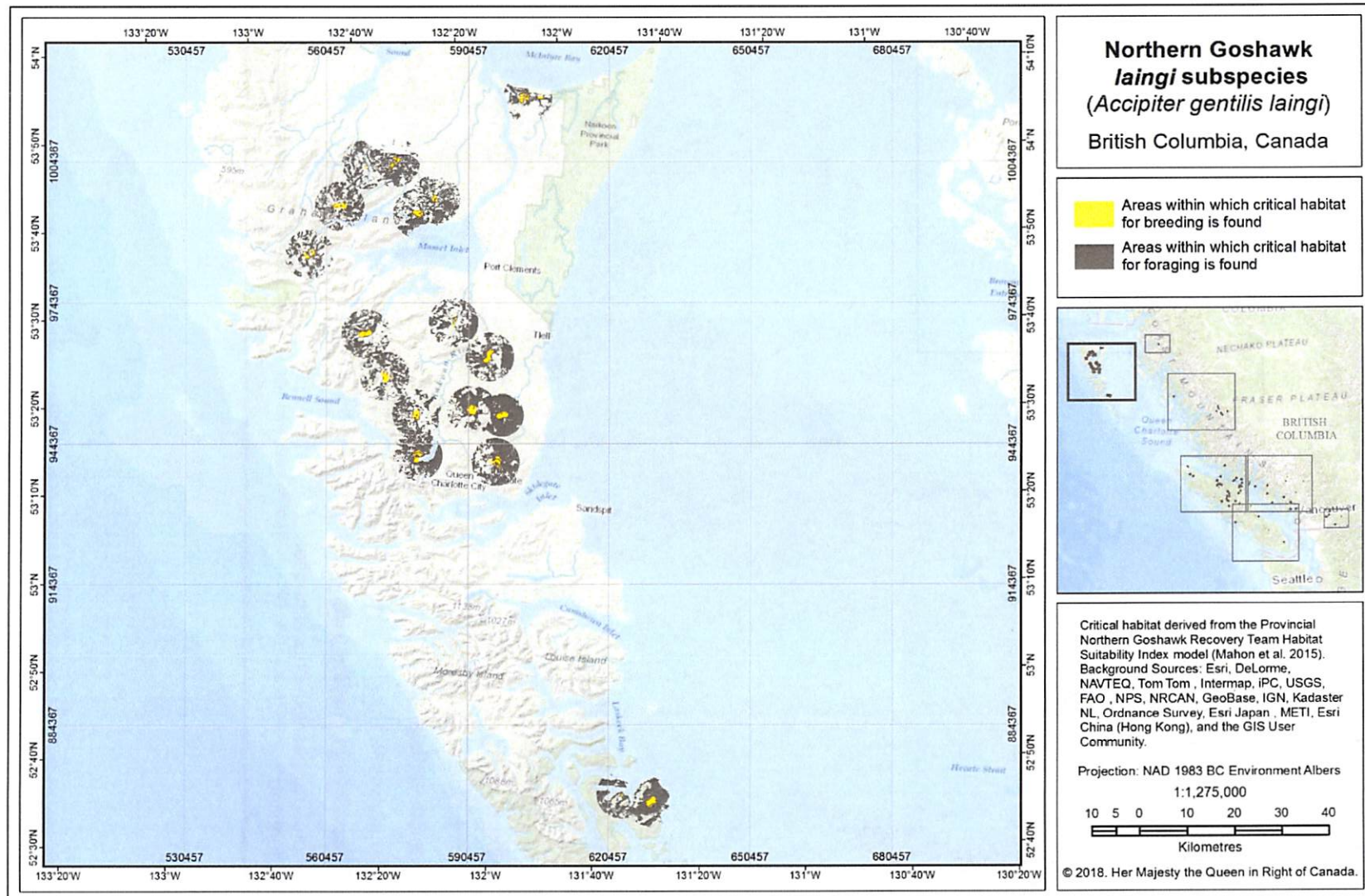
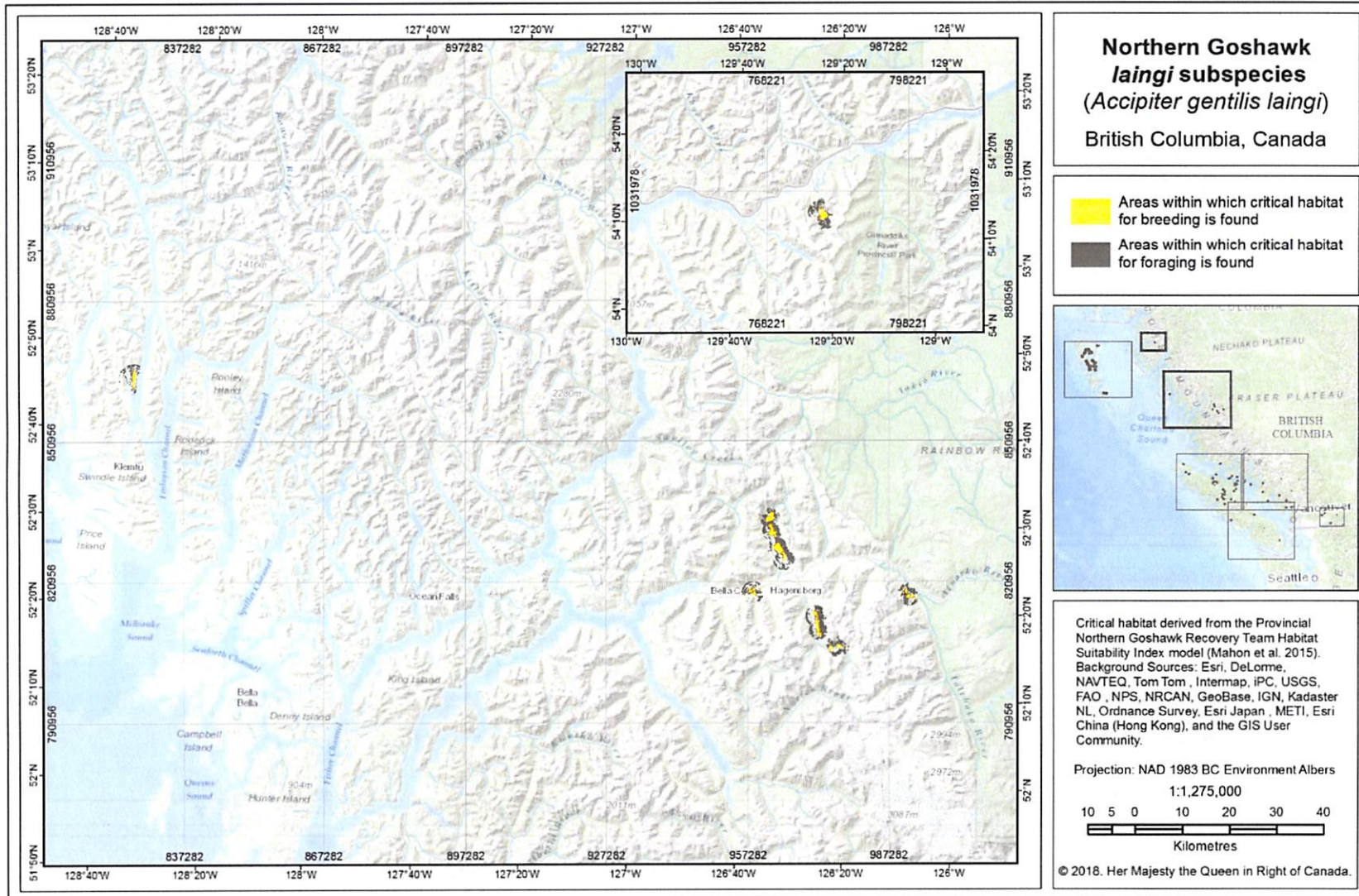
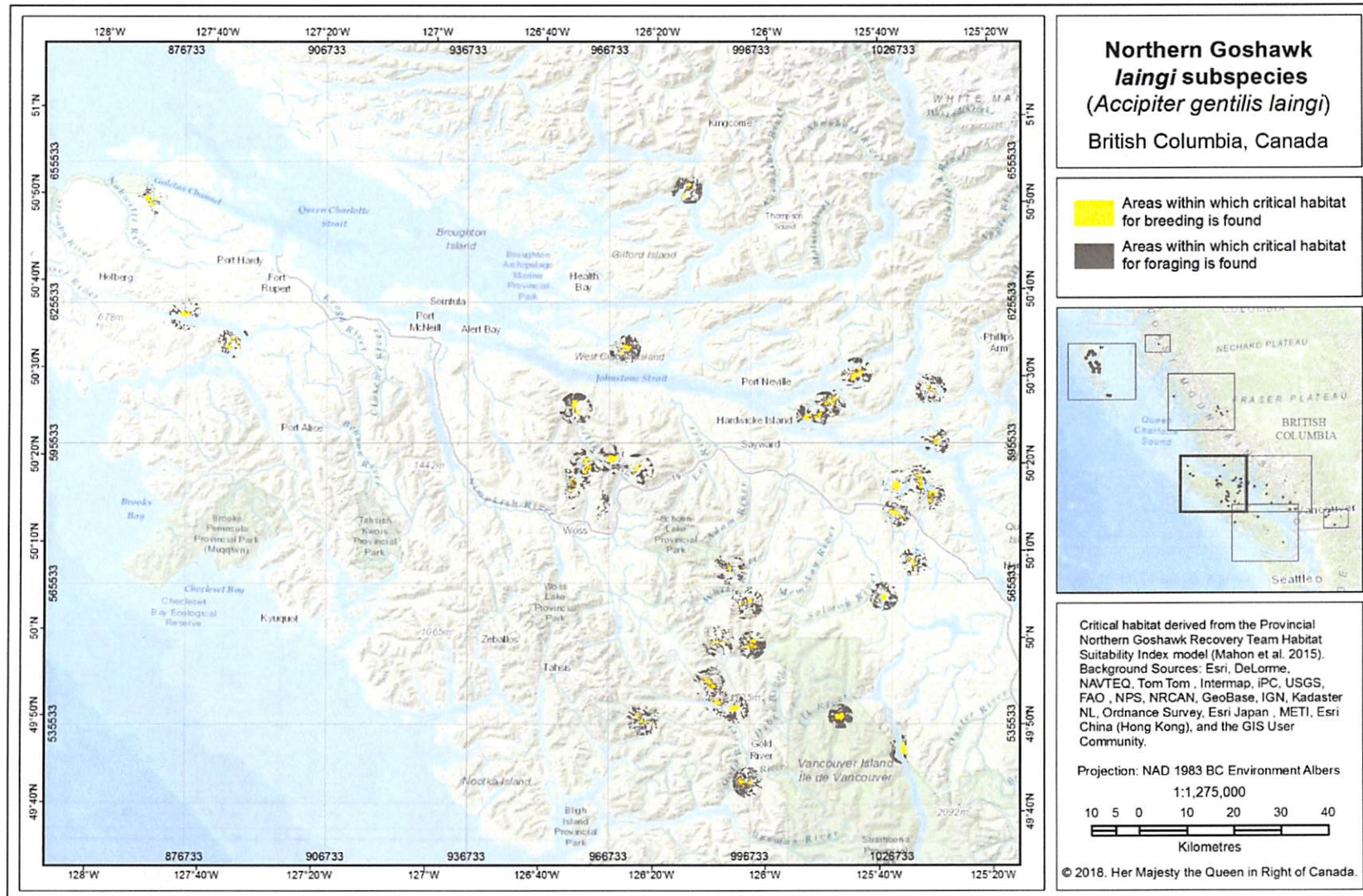


Figure B-3. Critical habitat for Northern Goshawk *laingi* subspecies in the northern reaches of the North Coast Conservation Region and the North Coast–Bella Coola sub-region.



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Figure B-4. Critical habitat for Northern Goshawk, *laingi* subspecies in the North Coast and Vancouver Island Conservation Regions and the Coastal Dry Ecosystem sub-region.



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Figure B-5. Critical habitat for Northern Goshawk, *laingi* subspecies in the South Coast and Vancouver Island Conservation Regions and the Coastal Dry Ecosystem Zone sub-region.

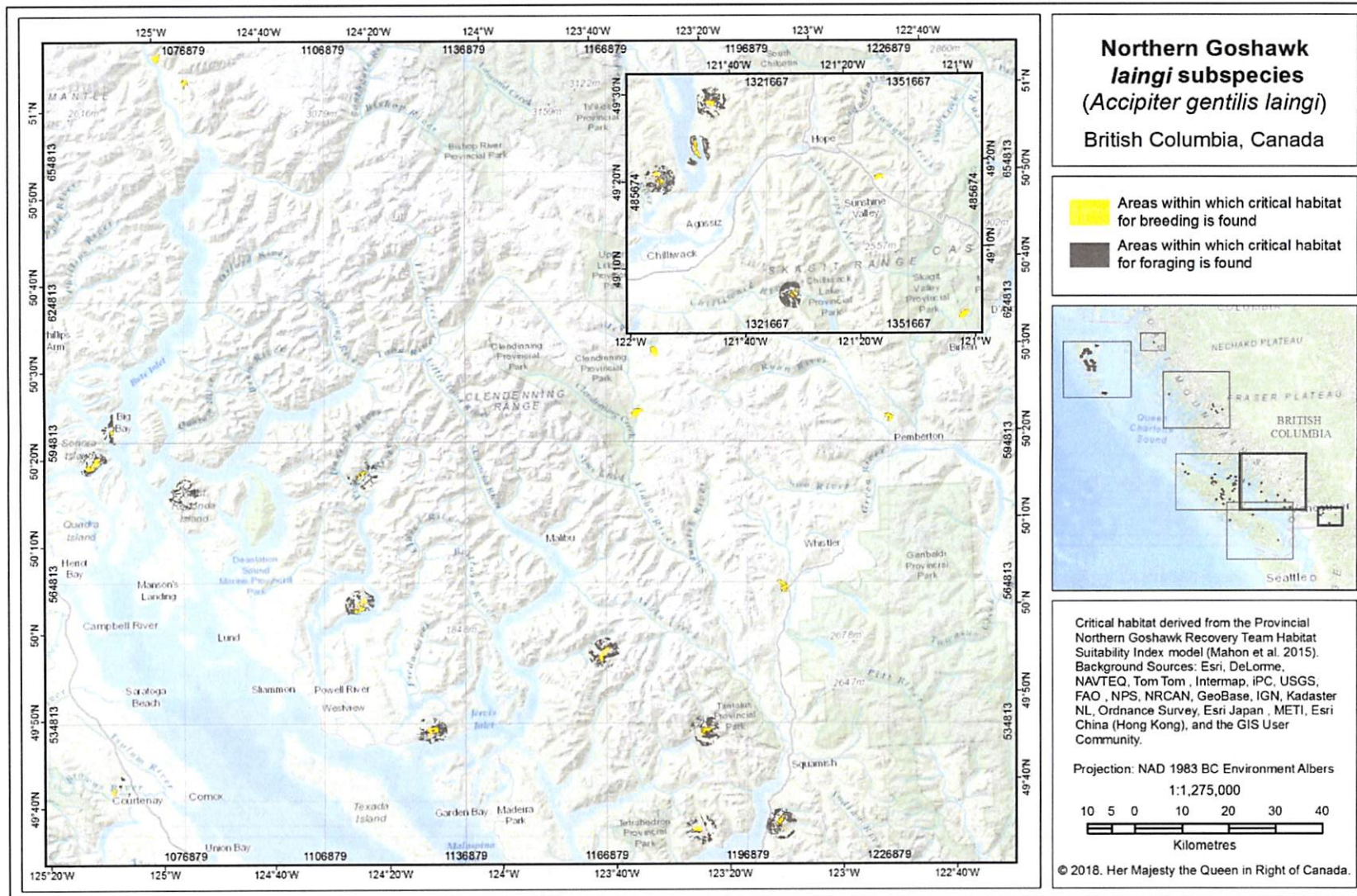


Figure B-6. Critical habitat for Northern Goshawk, *laingi* subspecies on the southern reaches of the Vancouver Island and South Coast Conservation Regions and the Coastal Dry Ecosystem Zone sub-region.

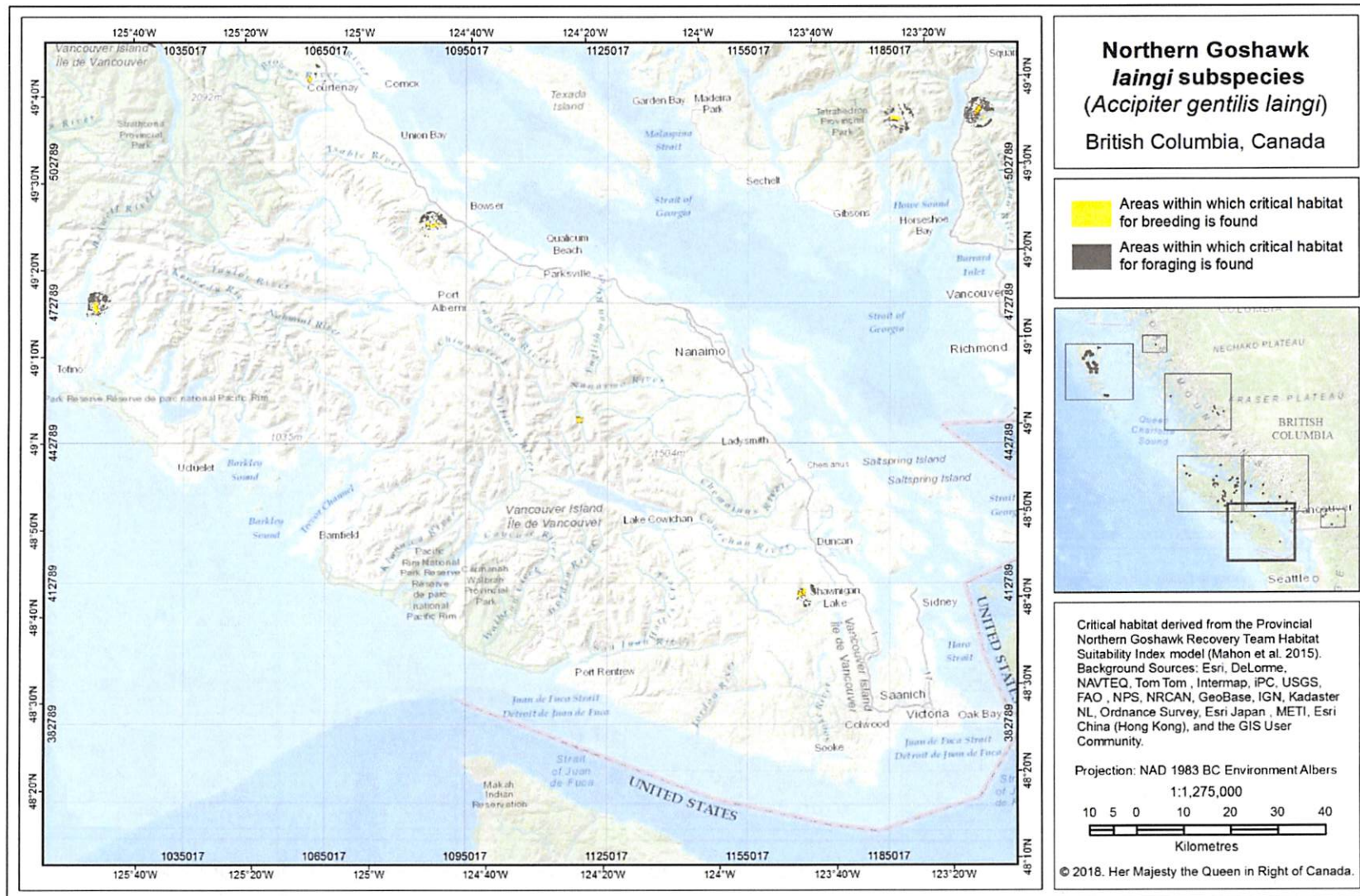


Table B-1. Location and amount of area within which critical habitat for breeding and foraging is found in each home range (n=110 home ranges).

Home Range	Conservation Region or Sub-region	Figure No.	Nest Centroid ¹ X Coordinate	Nest Centroid ¹ Y Coordinate	Amount of area within which critical habitat for breeding is found (ha)	Amount of area within which critical habitat for foraging is found (ha)
Ain*	Haida Gwaii	Figure B-2	579719.8969	993378.4499	174	3942
Black Bear	Haida Gwaii	Figure B-2	594981.7197	962828.0109	246	4770
Bonanza	Haida Gwaii	Figure B-2	572769.3218	958805.9823	200	3855
Crease	Haida Gwaii	Figure B-2	563268.7205	994962.4386	201	4333
Datlamen	Haida Gwaii	Figure B-2	568791.1792	967757.4813	240	4118
Delkatla*	Haida Gwaii	Figure B-2	603100.3057	1018036.7313	218	1799
Demon	Haida Gwaii	Figure B-2	579574.5056	950723.1420	168	3752
Florence Creek	Haida Gwaii	Figure B-2	587318.8681	970138.7639	58	3892
Ian	Haida Gwaii	Figure B-2	556785.6519	984715.2892	129	3120
Ian 990	Haida Gwaii	Figure B-2	574972.7504	1004244.6332	137	4166
Lignite Creek	Haida Gwaii	Figure B-2	568743.3114	1003845.7744	34	3692
Sandy Creek	Haida Gwaii	Figure B-2	623284.7293	869704.1455	30	3226
Skowkona	Haida Gwaii	Figure B-2	596290.3259	940449.6442	192	5564
Survey	Haida Gwaii	Figure B-2	597709.4306	950365.7403	223	5563
Three Mile	Haida Gwaii	Figure B-2	591203.7414	951475.4417	242	4397
Upper Hancock	Haida Gwaii	Figure B-2	583478.4479	996422.8382	88	4531
Windy Bay	Haida Gwaii	Figure B-2	629501.0558	867975.5473	250	4408
Yakoun Lake	Haida Gwaii	Figure B-2	579828.6504	941730.3671	202	4991
Alder Creek	North Coast	Figure B-3 (Inset)	780010.3879	1027138.0996	229	1282
Brooks Bay*	North Coast	Figure B-4	1034804.3224	606943.6762	69	1129
Forward Harbour	North Coast	Figure B-4	1019053.3336	610362.5647	220	1251
Hardwicke Island 1	North Coast	Figure B-4	1009660.1727	601173.4269	239	1214
Hardwicke Island 2	North Coast	Figure B-4	1013691.8286	604384.1789	168	1316

Home Range	Conservation Region or Sub-region	Figure No.	Nest Centroid ¹ X Coordinate	Nest Centroid ¹ Y Coordinate	Amount of area within which critical habitat for breeding is found (ha)	Amount of area within which critical habitat for foraging is found (ha)
Kwatzi Bay	North Coast	Figure B-4	983029.2161	649360.3208	115	1482
Princess Royal Is.	North Coast	Figure B-3	826765.3134	864309.0561	160	742
West Cracroft	North Coast	Figure B-4	969937.9639	615444.6177	173	1537
Nusatsum East	North Coast-Bella Coola	Figure B-3	971881.2708	813567.6396	159	907
Nusatsum North	North Coast-Bella Coola	Figure B-3	972346.6560	810585.9015	182	907
Nusatsum South UK & Nusatsum South	North Coast-Bella Coola	Figure B-3	976538.8181	807313.4263	109	824
Saloompt Central	North Coast-Bella Coola	Figure B-3	962467.5543	831660.8268	225	907
Saloompt Central 2	North Coast-Bella Coola	Figure B-3	962026.0616	834446.4349	224	907
Saloompt fireblock	North Coast-Bella Coola	Figure B-3	964962.8623	825598.2900	91	907
Saloompt South UK	North Coast-Bella Coola	Figure B-3	963651.3121	828087.4956	245	907
Snootli Creek	North Coast-Bella Coola	Figure B-3	958391.9576	818639.7902	134	730
Talchako*	North Coast-Bella Coola	Figure B-3	991507.5056	818124.8921	152	899
Anderson Lake*	Vancouver Island		1103524.7071	407389.5990	0	0
Cervus Creek	Vancouver Island	Figure B-4	1015970.4105	537155.9172	191	1668
China Creek*	Vancouver Island	Figure B-6	1102099.3472	458981.3824	0	1
Claude Elliot*	Vancouver Island	Figure B-4	959229.1349	586901.6852	88	966
Clayoquot Sound	Vancouver Island	Figure B-6	1016040.1622	471704.8101	163	1193
Colony Lakes*	Vancouver Island	Figure B-4	887100.5553	617041.7518	157	852
Consort Creek	Vancouver Island	Figure B-4	996040.6297	561333.9118	133	1083
Conuma River	Vancouver Island	Figure B-4	974105.6303	536592.1861	125	1239
Derby	Vancouver Island	Figure B-4	959597.1157	602765.5632	189	1586
Elbow Creek	Vancouver Island	Figure B-4	997128.4559	552448.1705	251	1668
Garbage Creek*	Vancouver Island		1140076.2676	398006.0272	0	0
Gerald Creek	Vancouver Island	Figure B-4	992174.8933	568626.9231	58	917

Home Range	Conservation Region or Sub-region	Figure No.	Nest Centroid ¹ X Coordinate	Nest Centroid ¹ Y Coordinate	Amount of area within which critical habitat for breeding is found (ha)	Amount of area within which critical habitat for foraging is found (ha)
Loon Lake*	Vancouver Island		938457.2223	581169.7360	0	0
Lukwa*	Vancouver Island	Figure B-4	963400.5490	582515.8690	0	142
Mt. Edinburgh*	Vancouver Island		1115739.1474	403760.6305	0	0
Nadira 700*	Vancouver Island		1101651.9915	442404.9643	0	0
Nahmint*	Vancouver Island		1074261.1158	459163.0774	0	0
Norton Point	Vancouver Island	Figure B-4	876578.1574	622966.7631	141	720
Oktwanch	Vancouver Island	Figure B-4	987969.1223	544435.6589	237	1206
Shushartie Bay	Vancouver Island	Figure B-4	869217.8035	647221.2375	211	540
Tlatlos	Vancouver Island	Figure B-4	972586.5138	589770.3571	101	896
Tsitika	Vancouver Island	Figure B-4	967344.7598	592241.6515	236	1012
Tsitika West	Vancouver Island	Figure B-4	961876.3810	591137.0466	217	1213
Twaddle Lake	Vancouver Island	Figure B-4	989901.0254	553172.9849	77	909
Ucona River	Vancouver Island	Figure B-4	996337.5994	523154.4043	196	1668
Bear Creek	South Coast	Figure B-5 (Inset)	1309685.7723	504829.2255	106	1517
Brew Creek*	South Coast	Figure B-5	1204820.4341	564067.8197	244	244
Chehalis Woodlot*	South Coast	Figure B-5 (Inset)	1298797.1887	488336.9429	157	1557
Chilliwack River (Nesaquatch)*	South Coast	Figure B-5 (Inset)	1327127.8577	463834.8952	94	1622
Furry Creek	South Coast	Figure B-5 & B-6	1204044.1164	513293.4597	134	1602
Goat Island	South Coast	Figure B-5	1114527.4825	559967.3462	233	1216
Harrison Lake	South Coast	Figure B-5 (Inset)	1306629.5217	494669.7475	173	1052
Homathco 2*	South Coast	Figure B-5	1076932.7714	672057.1100	113	113
Homathco 3*	South Coast	Figure B-5	1070806.5054	676802.2438	158	158
Lillooett River*	South Coast	Figure B-5	1227647.6666	599915.2614	160	160
McNab Creek	South Coast	Figure B-5 & B-6	1186799.4532	512130.1729	116	876

Home Range	Conservation Region or Sub-region	Figure No.	Nest Centroid ¹ X Coordinate	Nest Centroid ¹ Y Coordinate	Amount of area within which critical habitat for breeding is found (ha)	Amount of area within which critical habitat for foraging is found (ha)
PD 203	South Coast	Figure B-5	1114996.7024	588024.7513	96	754
Red Tusk Creek	South Coast	Figure B-5	1187752.6331	533140.7597	155	1417
Saltery Bay ST048	South Coast	Figure B-5	1129506.8923	533172.5606	216	1292
Skyline Trail*	South Coast	Figure B-5 (Inset)	1363724.9570	459869.8328	202	202
Stewart Island*	South Coast	Figure B-5	1062241.3557	597705.6799	51	377
Upper Elaho 1*	South Coast	Figure B-5	1173620.8009	601067.6571	237	237
Upper Elaho 2*	South Coast	Figure B-5	1176749.2162	614111.1476	197	197
Vancouver River	South Coast	Figure B-5	1166242.5239	549840.4224	206	1544
West Hope Slide*	South Coast	Figure B-5 (Inset)	1344855.8261	488676.3399	131	131
West Rhodonda*	South Coast	Figure B-5	1076790.2281	583756.9857	0	977
Cook Creek*	Coastal Dry Ecosystem Zone	Figure B-6	1087884.5642	489409.7636	120	953
Corrigan Creek*	Coastal Dry Ecosystem Zone		1095816.9584	448222.0686	0	0
Dorr Lake*	Coastal Dry Ecosystem Zone	Figure B-5	1057443.2592	590124.7865	262	998
Dove Creek*	Coastal Dry Ecosystem Zone	Figure B-5 & B-6	1061902.4989	520820.0879	72	126
East Thurlow	Coastal Dry Ecosystem Zone	Figure B-4	1035696.5886	595745.9221	108	860
Frost Lake*	Coastal Dry Ecosystem Zone		960057.0204	572123.4096	0	0
Gold Park	Coastal Dry Ecosystem Zone	Figure B-4	993499.4977	538730.9011	181	1092
Great Central Lake B*	Coastal Dry Ecosystem Zone		1063639.4443	479021.1315	0	0
Green River*	Coastal Dry Ecosystem Zone	Figure B-6	1118958.3650	447840.5510	97	97
Hoomak Lake*	Coastal Dry Ecosystem Zone		962712.0718	575944.2790	0	0
John Road*	Coastal Dry Ecosystem Zone		964493.2468	566616.3805	0	0
Kaipit Road*	Coastal Dry Ecosystem Zone		945297.0429	579613.7835	0	0
Kelvin Creek*	Coastal Dry Ecosystem Zone	Figure B-6	1166322.2959	410595.2664	129	535
Klaklakama*	Coastal Dry Ecosystem Zone		966117.0030	572162.1581	0	0

Home Range	Conservation Region or Sub-region	Figure No.	Nest Centroid ¹ X Coordinate	Nest Centroid ¹ Y Coordinate	Amount of area within which critical habitat for breeding is found (ha)	Amount of area within which critical habitat for foraging is found (ha)
Lower Stella	Coastal Dry Ecosystem Zone	Figure B-4	1032259.3585	587667.0608	205	849
Lukwa South (CT060)*	Coastal Dry Ecosystem Zone	Figure B-4	960320.7264	578835.7102	0	8
Lupin Falls*	Coastal Dry Ecosystem Zone	Figure B-4	1029044.7493	530181.9554	181	658
Mclaughlin*	Coastal Dry Ecosystem Zone		1100126.6612	461569.4505	0	0
Muchalat Lake	Coastal Dry Ecosystem Zone	Figure B-4	989772.4974	540176.7431	109	696
Museum*	Coastal Dry Ecosystem Zone		1096154.8869	453041.9702	0	0
Paterson Lake	Coastal Dry Ecosystem Zone	Figure B-4	1024965.4565	562773.3080	118	1279
Pye Lake	Coastal Dry Ecosystem Zone	Figure B-4	1027736.9567	586671.3140	198	478
Roberts Lake	Coastal Dry Ecosystem Zone	Figure B-4	1027583.8842	580547.1916	191	885
Rona Loop*	Coastal Dry Ecosystem Zone		956858.4213	576098.5124	0	0
Surprise Lake	Coastal Dry Ecosystem Zone	Figure B-4	1031117.7888	569998.6294	114	878
Thomas Creek*	Coastal Dry Ecosystem Zone		1092216.8359	452181.4872	0	0
Toad Road*	Coastal Dry Ecosystem Zone		950164.9709	579225.5568	0	0
Upper Stella	Coastal Dry Ecosystem Zone	Figure B-4	1034864.6394	584283.7026	188	930
Vernon Ridge*	Coastal Dry Ecosystem Zone		968732.6489	561105.8301	0	0

¹ Nest centroid is the centroid of all known nest and supplementary nest locations for a breeding home range.

*Some critical habitat has not been identified due to insufficient available information or ongoing cooperation and consultation (see schedule of studies in Table 3).

Part 2 – Recovery Strategy for the Northern Goshawk, *laingi* subspecies (*Accipiter gentilis laingi*) in British Columbia, prepared by the Northern Goshawk *Accipiter gentilis laingi* Recovery Team for the British Columbia Ministry of Environment

Available from:

A web search using the following key words:

Northern Goshawk recovery strategy British Columbia

Or by using this direct link:

http://www.env.gov.bc.ca/wld/documents/recovery/rcvrystrat/northern_goshawk_rcvry_strat_200508.pdf



BRITISH
COLUMBIA

RECEIVED

NOV 27 2018

Central Coast Regional District

November 16, 2018

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

Dear Electoral Area Directors:

I would like to congratulate you all for being elected to serve the Central Coast Regional District.

Serving in public office is both a great honour and an important responsibility, and your success in the 2018 election is a testament to your hard work and dedication to your communities. I have every confidence that you will be effective voices for your constituents in the months and years ahead. Local representatives are vital to the growth and well-being of our province as a whole, and I look forward to working collaboratively with the Central Coast Regional District as we strive to make life better for all British Columbians.

Congratulations, once again, and best wishes for your time in public office.

Sincerely,

A handwritten signature in blue ink that reads "John J. Horgan".

John Horgan
Premier

Board Meeting

DEC 13 2018

CCRD ITEM G(c)



November 15, 2018

Ref: 242156

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

RECEIVED

NOV 28 2018

Central Coast Regional District

Dear Board Members:

I am writing to congratulate you on your recent election. As you know, good local government depends on people willing to stand for office and serve their communities. Whether this is your first time as an elected official, or you are returning to office for another term, your contribution to public service is appreciated.

Our government is committed to working with local governments in making life more affordable, improving services people count on, and building a strong, sustainable economy that works better for everyone.

As a former municipal councillor, I recognize the opportunities, challenges and choices elected officials face every day. I fully appreciate that these roles are often difficult, with success determined both by the strength of your organizations and by the relationships elected colleagues build among themselves, with local government staff and with members of the public. Paramount to each local government's success is also the standard set by each elected official in conducting themselves with honesty and integrity.

As you are forming, I encourage you to review the attached document, Foundational Principles of Responsible Conduct, developed by a working group from the Union of BC Municipalities (UBCM), the Ministry of Municipal Affairs and Housing and the Local Government Management Association (LGMA). The four foundational principles - integrity, accountability, respect, and leadership and collaboration - can be used to guide the conduct of both individual elected officials and the collective council or board.

I also encourage you to explore the Working Group's Model Code of Conduct that sets out shared principles and standards of conduct to help local councils and boards start developing their own code of conduct. A Companion Guide is available to facilitate a local council or board's conversations as they go through the process. These materials are available on the UBCM website.

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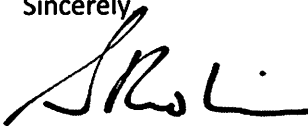
Board Meeting
DEC 13 2018
CCRD ITEM G(d)

Board
Central Coast Regional District
Page 2

If you have questions about responsible conduct or other topics of education, training and advice for elected officials and local government staff, I encourage you to contact partner organizations such as the Local Government Leadership Academy, the UBCM and the LGMA. The Ministry of Municipal Affairs and Housing can also advise and support local governments to better serve their communities. In this context, I would like to introduce or re-introduce you to Jacqueline Dawes, Deputy Minister, who can be contacted at: Jacquie.Dawes@gov.bc.ca, and Tara Faganello, Assistant Deputy Minister, Local Government Division, who can be contacted at: Tara.Faganello@gov.bc.ca.

Thank you again for your commitment to public service. I look forward to working with you to make life better for all the people of British Columbia.

Sincerely,



Selina Robinson
Minister

Enclosure



OFFICE OF THE
SENIORS ADVOCATE
 BRITISH COLUMBIA

Ref: 317203

November 30, 2018

Dear Mayors, Chairs, Councillors and Directors,

As the Seniors Advocate for British Columbia, I am very pleased to extend my sincere congratulations to each of you on your recent election to local government.

Whether you are newly elected or returning to serve as a municipal leader, the impact of your contributions to the quality of life in communities across British Columbia will be immense and will directly affect your constituents on a daily basis. This is particularly the case regarding the most vulnerable of our citizens, which often includes seniors.

My office, the first of its kind in Canada, was established in 2014 to monitor and analyze seniors' services and issues in BC, and recommend solutions to systemic challenges to government and service providers. Our monitoring spans five key areas: health care, housing, income supports, personal supports and transportation. All of these areas are of direct concern and consequence to local government. Whether allocating municipal funds for walkability corridors, sidewalk repairs and curb cuts, and transportation to regional health care, or developing policy around accessibility, age-friendliness and social inclusivity, municipal governments play a significant role in improving the lives of seniors in British Columbia.

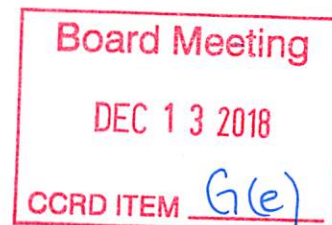
Seniors are a rapidly growing demographic in Canada. Here in British Columbia, seniors currently comprise 19% of our total population (920,000 of 4.8M) and we expect to see a continued rise in the population over 65 in the years ahead. Seniors are forecast to constitute 25% of British Columbians by 2031 (1.4M of 5.63M). Research consistently shows that being a partner in helping seniors age well and in place is a solid investment economically and socially.

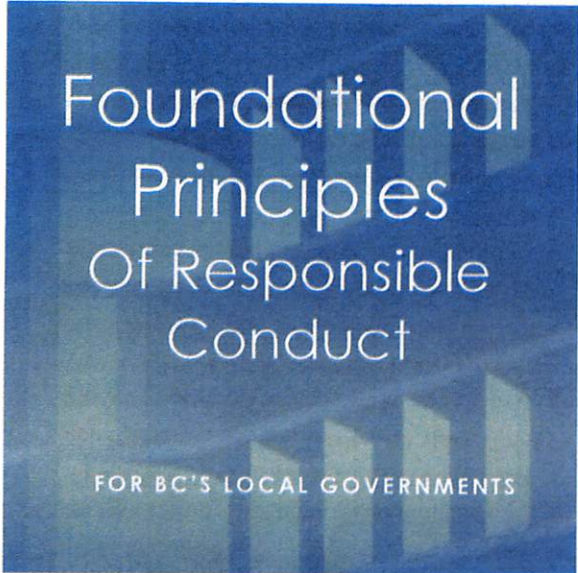
Please feel free to contact my office at any time as we work together to improve the lives of British Columbian seniors. [Please also check out our website for additional information.](#)

Thank you again for your commitment to municipal leadership. I wish you my very best for the duration of your term.

Sincerely,

Isobel Mackenzie
 Seniors Advocate
 Province of British Columbia





Key Foundational Principles

- ◆ INTEGRITY
- ◆ ACCOUNTABILITY
- ◆ RESPECT
- ◆ LEADERSHIP & COLLABORATION

PRODUCED BY THE WORKING GROUP ON RESPONSIBLE CONDUCT

January 2018

What are foundational principles?

This document outlines four key foundational principles -- *integrity, accountability, respect, and leadership & collaboration* -- to guide the conduct of local government elected officials in B.C.

The foundational principles provide a basis for how local government elected officials fulfill their roles and responsibilities, including in their relationships with each other, with local government staff and with the public.

These principles are intended to guide both the conduct of individual elected officials and the collective behaviour of the local government council or board. The principles are also meant to guide local governments in fulfilling their corporate functions and responsibilities to their communities.

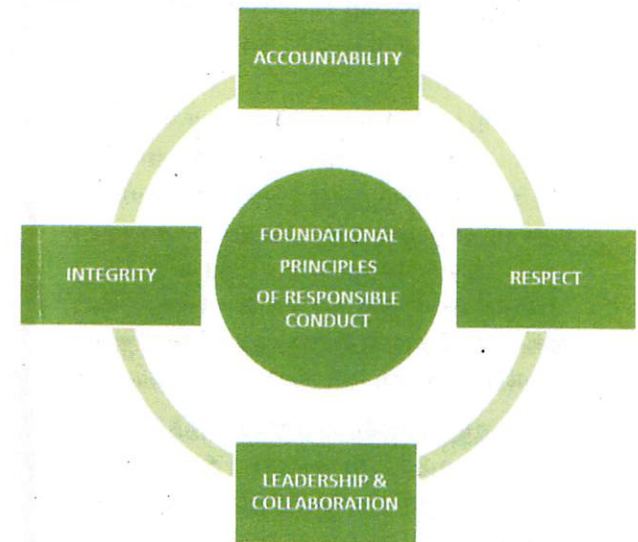
Responsible conduct at all of these levels is key to furthering a local government's ability to provide good governance to its community.

"The foundational principles provide a basis for how local government elected officials fulfill their roles and responsibilities, including in their relationships with each other, with local government staff and with the public."

How do the principles "fit" with legal obligations?

It is the duty of elected officials to understand and abide by all legal requirements that apply to elected officials and local governments¹, and nothing in this document should be interpreted as taking precedence over such legal obligations.

Local government elected officials should interpret the principles described below in accordance with the responsibilities and obligations set out in B.C.'s local government legislation, other applicable legislation, the common law and the policies and bylaws of the local government.



¹ Many legal obligations apply to elected officials and local governments, including but not limited to rules about: ethical standards such as conflict of interest; open meetings; protecting confidential information; workplace safety such as harassment; and expenditure of local government funds.

Integrity: being honest and demonstrating strong ethical principles.

- Be truthful, honest and open in all dealings.
- Behave in a manner that promotes public confidence in local government, including actively avoiding any perceptions of conflicts of interest, improper use of office, or unethical conduct.
- Uphold the public interest, serving citizens diligently to make decisions in the best interests of the community.
- Ensure alignment between stated values and actions, including following through on commitments, engaging in positive communication with the community, and correcting errors in a timely, transparent manner.

Accountability: an obligation and willingness to accept responsibility or to account for one's actions.

- Be transparent in how an elected official individually, and a council/board collectively, conducts business and carries out their duties.
- Ensure information is accessible, and citizens can view the process and rationale behind each decision and action, while protecting confidentiality where appropriate or necessary.
- Accept and uphold that the council/board is collectively accountable for local government decisions, and that individual elected officials are responsible and accountable for the decisions they make in fulfilling their roles as council/board members.
- Listen to and consider the opinions and needs of the community in all decision making, and allow for discourse and feedback.

Respect: having due regard for others' perspectives, wishes, and rights; displaying deference² to the offices³ of local government, and the role of local government in community decision making.

- Treat every person, including other members of council/board, staff and the public, with dignity, understanding and respect.
- Show consideration at all times for colleagues and staff, including by honouring people's values, beliefs, ideas, roles, contributions and needs.
- Create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory.
- Value the role of diverse perspectives and debate in decision making.
- Act in a way that is respectful of the roles and responsibilities of the offices of Mayor/Chair and Councillor/Director.
- Value the distinct roles and responsibilities of local government staff and the community in local government considerations and operations, and commit to foster a positive working relationship between staff, the public and elected officials.
- Call for and expect respect from the community towards elected officials and staff, and their roles and responsibilities within the local government system.

² Displaying deference is acting in a way that is respectful of both the tradition and legacy enshrined in the various local government positions, as well as their intended functions.

³ 'Offices' of local government refers to the roles/responsibilities of the various roles and positions within the local government system, such as Mayor, Chair, Councillor or Director.

Leadership and Collaboration: an ability to lead, listen to, and positively influence others; coming together to create or meet a common goal through collective efforts.

- Demonstrate behaviour that builds and inspires public trust and confidence in local government.
- Calmly face challenges and provide considered direction on the issues of the day, while empowering colleagues and staff to do the same.
- Create space for open expression by others, take responsibility for one's own actions and reactions, and accept the decisions of the majority.
- Accept that it is the equal responsibility of the individual elected official, the council/board as a collective, the community and stakeholders to work together to achieve common goals.
- Be an active participant in ensuring the foundational principles are followed in all local government dealings (e.g., including among elected officials, between council/board members and staff, with community members, with other orders of government, in the decisions of a council/board, and in services and other activities of the local government).



The Working Group on Responsible Conduct is a joint initiative between the UBCM, LGMA and the Ministry of Municipal Affairs & Housing. The Group was formed to undertake collaborative research and policy work around issues of responsible conduct of local government elected officials.