

CENTRAL COAST REGIONAL DISTRICT

REGULAR BOARD MEETING AGENDA – July 11, 2019 8:30 a.m.

PART I – INTRODUCTION

1. **Call to Order**

Recommended Statements:

1. *Acknowledgements of Nuxalk Nation Ancestral Territory*
2. *Please note: the meeting is being recorded and the recording will be made publically available on our website.*
3. *The meeting is called to order at _____ a.m. on July 11, 2019.*

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

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) Bruce Gibbons – Merville Water Guardians | Page 1-4 |
| (b) Sydney Redpath – Cariboo Chilcotin Coast Tourism Association | Page 5-66 |
| (c) Beat Stiner - Bella Coola Heli Sports and Tweedsmuir Park Lodge | Page 67 |

PART III – LOCAL GOVERNANCE

(A) **ADOPTION OF MINUTES**

- a) June 13, 2019 Regular Board Meeting Minutes

(B) OPERATIONS UPDATES & POLICY MATTERS ARISINGAdministrative Services

- (a) Draft CCRD Strategic Plan – 2019-2022 Page 87-112

Financial Services

- (b) Request for Decision: Signatures at Credit Union Page 113

Community & Development Service

- (c) Community Economic Development Monthly Report Page 114-115
 (d) Request for Decision: CEDO to approach Canada Post to re-designate Bella Coola Valley as a Non-remote community Page 116

Operations

- (e) Operations Manager Monthly Report Page 117-118
 (f) Denny Island Water System Update – July 2019 Page 119-120

Transportation Service

- (g) Transportation Monthly Report Page 121-122
 (h) Request for Decision: Sole Source Procurement – Rockcraft Climbing Boulder Page 123-124
 (i) Denny Island Airport Commission Meeting Minutes – June 4, 2019 Page 125-126

Leisure Services

- (j) Centennial Pool Commission Meeting Minutes – June 19, 2019 Page 127
 (k) Centennial Pool Commission Meeting Minutes – July 3, 2019 Page 128

Protective Services

- (l) Emergency Management Report – Verbal Page 129
 (m) Northeast Emergency Management Newsletter - June/July 2019 Issue 7 Page 130-132
 (n) Correspondence for Information: My Red Cross News May 2019 Page 133-139

Governance

- (o) UBCM Nominations (Carry forward from June Meeting) Page 140-150
 (p) UBCM Cabinet meeting requests (Carry forward from June Meeting) Page 151-175
 (q) UBCM Staff meeting requests (Carry forward from June Meeting) Page 176
 (r) UBCM 2019 Meeting Request with BC Hydro Page 177
 (s) AVICC – Minutes of the 70th Annual Convention Page 178-232
 (t) Correspondence for Information – Canadian Wood Council; the 2019 Community Recognition Awards Call for Nominations is now open Page 233-234
 (u) Correspondence for Information – City of Burnaby Re: Expanding Investment Opportunities Page 235-242
 (v) Correspondence for Information – City of Port Moody Letter Page 243-244

(C) EXECUTIVE REPORTS

- (a) Electoral Area Reports
 i.) Chair and Electoral Area E Report
 ii.) Area A Report
 iii.) Area B Report
 iv.) Area C Report
 v.) Area D Report

PART IV– GENERAL BUSINESS**(D) IN CAMERA MATTERS**

Recommended motion: THAT the Board of Directors of the Central Coast Regional close the meeting to public for the purpose of consideration of items that fall under s. 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; and s. 90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party of the Community Charter.

- (a) Matters Brought out of Camera

(E) ADJOURNMENT

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: May 6, 2019 Board Meeting Date July 11, 2019

Name of person or group wishing to appear before the Board of Directors:
Bruce Gibbons (Merville Water Guardians)

Address: P.O. Box 321, 2470 Sackville Rd, Merville V0R2M0

Number of people attending: Dial-in Spokesperson Name: Bruce Gibbons

Subject of presentation: Prohibition of bottling of groundwater for commercial sale.

Purpose of presentation: information only
 requesting a letter of support
 Other (provide details) _____
Requesting bylaw to expressly prohibit the bottling of groundwater

Contact person (if different than above): _____

Daytime telephone number: 250-702-1672

Email address: brunic@shaw.ca

Will you be providing supporting documentation? yes sent 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
JUL 11 2019
CCRD ITEM 19

July 11, 2019

Directors and staff of the Central Coast Regional District

Request to change the zoning bylaws of the Central Coast Regional District to prohibit the bottling of groundwater for commercial sale or bulk export

My name is Bruce Gibbons, and I live in Merville, in the Comox Valley. I am addressing council today about the issue of protecting groundwater on Vancouver Island and all over British Columbia. I would like to provide some background to my campaign to protect the groundwater of BC. In November of 2017, the Provincial Government approved a groundwater extraction licence for a resident of Merville to extract up to 10,000 liters of water per day from our Comox Valley aquifer, and bottle and sell that water. I fully realize that 10,000 liters of water is not a huge amount, but I and the other opposed residents of the Comox Valley were and are concerned about the precedent this licence sets and the potential for this licence to be amended to allow a much higher volume of water to be extracted, and the distinct possibility of the land and the licence being sold to a corporation that would potentially increase the volume into the millions of liters. The licence was contingent on rezoning of his property, and the CVRD denied the rezoning in August 2018. Therefore, the current licence does not allow the applicant to utilize his licence and bottle water on his property. However, his water extraction licence is still valid and he has publicly stated his intent to go ahead with the water bottling whatever way he can and to that end he has applied to the provincial government to amend his licence to allow him to truck the water from his well and bottle it at a site that allows water bottling. That is why I am campaigning to have Vancouver Island and Coastal (AVICC) communities revise their bylaws to prevent this action from this or any other water licence holder.

I am the founder of a group called Merville Water Guardians. I formed the group to oppose the water licence, oppose the rezoning application and to achieve reforms to the Water Sustainability Act to protect the groundwater aquifers of BC. I filed an appeal against the water licence in March, but after a lengthy battle with the FLNRORD Ministry, the Environmental Appeal Board dismissed the appeal. I have been campaigning against the licencing of groundwater for bottling and commercial sale and for protection of our aquifers for the past year. We have 335 followers on our Facebook page, and in August 2018 we submitted 425 signatures on a petition presented to the Comox Valley Regional District (CVRD) Directors asking them to deny the rezoning and to prohibit water bottling in the CVRD. We had approximately 1,200 signatures on a petition to the BC Government asking them to stop approving licences to bottle and sell water from all aquifers in BC. That petition was presented in the BC Legislature on March 27th, by our MLA. We have also posted that petition online in support of the paper petition, and it has approximately 1,400 signatures to date. Our supporters and followers in the Comox Valley tell us that water, and the protection of our water was a big issue in the recent local elections and will be a huge issue in the next provincial election. I submitted a video challenge to all the MLAs in the BC Legislature, challenging them to put party politics aside and come together to create the legislation to protect our groundwater and stop approving licences to bottle and sell the water from BC aquifers. I have not had any response from the MLAs.

There are thousands of residents and farmers all over Vancouver Island and the rest of British Columbia who rely on groundwater/aquifers for their only source of water. If that water supply is depleted then those thousands of residents and farmers will not be able to look after their personal

needs for drinking water, sanitation, growing their backyard gardens or growing their crops and raising their livestock. That would put our food security at risk. Without water, farmers cannot produce our food, the local food that so many people desire and rely on. That applies to aquifers all over British Columbia. Approximately 22% of British Columbians rely on aquifers, groundwater, for their only source of water for their personal needs and for producing food. Without water, there is no life. We are facing population growth that will put more demand on the aquifers and we are already seeing the negative effects of climate change impact the quality and quantity of water in the summer drought period. We experienced level 4 drought all over Vancouver Island and in many other areas of BC this past summer. Many areas of BC are experiencing drought right now, from a cold dry winter and an unusually dry early Spring. As an example, the Comox Valley only received 4.6 mm of rain in March, when normal level is 100 mm. We have seen record dry months and record heat in recent summers and every indication is that these changes are here to stay and will likely only get worse. Residents and farmers are being told to seriously conserve water. Yet we have provincial water licences for commercial profit that continue to extract water from the aquifers we all rely on despite the level 4 drought. There is not enough information known about our aquifers to risk bottling and selling any of the water. Forests and Lands Ministry water licence approvals only look at current data, and calculations based on historical data and do not consider climate change that is producing extended periods of serious drought, putting rivers, streams, fish habitat and fish stocks at risk. They do not consider serious impacts from receding glaciers and diminishing snowpacks. That is why we have been campaigning to have the provincial government stop the licencing of groundwater for bottling. We are pushing the Ministry of Environment for revisions to the Water Sustainability Act.

In the meantime, there is an existing, real threat to the groundwater of Vancouver Island. Our petition to the Comox Valley RD asked them to amend their bylaws to prohibit the bottling of water in the Regional District in order to help prevent the applicant from bottling off-site. The CVRD has a bylaw change in process. I made a presentation to the Village of Cumberland asking them to consider a bylaw to prohibit water bottling, and the Village has since changed their zoning bylaws to prohibit bottling of groundwater. I asked the City of Courtenay to consider changing their bylaws to prohibit bottling of groundwater in their zoning bylaws. Courtenay Council has started the process to implement such a bylaw. In September I contacted the Strathcona Regional District (SRD), since the Merville water licence holder had stated his intention to approach them in an attempt to bottle his water in their region. The SRD took immediate steps to prevent the water bottling and I worked with SRD Directors to draft a resolution that was recently approved unanimously at the AVICC convention and will be presented at the UBCM convention in September asking the provincial government to cease approval of licences for bottling of groundwater for commercial sale or bulk export. I contacted all AVICC member communities asking them to revise their bylaws to prohibit bottling of groundwater, and to support the SRD Resolution, and as I said that resolution passed unanimously.

Many communities are closely monitoring their existing water supply sources as they see external factors impacting the quality and quantity of that water, and a growing number of communities are treating water as a natural capital asset to be managed and conserved appropriately. Our groundwater resources could easily become critical assets in years to come.

There are two distinct issues that we are addressing. The first is the licencing for the extraction of groundwater for bottling. That is the jurisdiction of the provincial government and the Strathcona resolution addresses that, but there are no guarantees the government will act on the resolution even

if it is passed at the UBCM. The second is the local government control over the above ground works necessary for the bottling and sale of the water. That is why I am asking communities to revise their bylaws to expressly prohibit the bottling of groundwater.

I have 2 requests for the Central Coast Regional District.

- 1) that you consider taking the necessary steps to implement a bylaw that expressly prohibits bottling of groundwater in any of your zoning, to help in the fight to protect our groundwater/aquifers for the use of our residents and farmers today and for our children and grandchildren and great grandchildren in the future.
- 2) I also ask that the Central Coast Regional District support the Strathcona Regional District/AVICC resolution at the September UBCM convention, to ask the Provincial Government to cease the approval of licences for commercial extraction of groundwater resources for bottling or bulk water sales.

We cannot allow water bottling from our aquifers based on theory, calculations and historical data. The consequences of being wrong could be catastrophic. We will continue to do our part to work with the Provincial Government, who have jurisdiction over groundwater licencing, and to lobby for support of the Strathcona resolution to cease groundwater extraction for bottling or bulk sales. We would sincerely appreciate the support of the Central Coast Regional District in protecting the above ground uses of our groundwater by preventing anyone from bottling and selling water from any aquifer in BC. I implore you to talk to and work with the Strathcona Regional District to protect the aquifers of Vancouver Island, Coastal BC and mainland BC. Water is our most precious resource. Water is life. We must do everything we can to protect and conserve it. Thank you for your time and your consideration.

Bruce Gibbons

Merville Water Guardians

2470 Sackville Road

Merville, BC V0R2M0

250-702-1672

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: May 7th/19 Board Meeting Date July 17th, 19

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

Sydney Redpath

Cariboo Chilcotin Coast Tourism Assn.

Address: 204 350 Barnard Street Williams Lake BC V2G 4T9

Number of people attending: 1 Spokesperson Name: Amy Thacker

Subject of presentation: To update the Board on the Cariboo Chilcotin Coast Tourism Marketing Association Marketing Program

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

Contact person (if different than above): Jolene Lammers

Daytime telephone number: 250 392 2226

Email address: jolene@landwithoutlimits.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
JUL 11 2019
CCRD ITEM 16

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: May 7th/19 Board Meeting Date July 11 / 19

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

Cariboo Chilcotin Coast Tourism Assn.

Address: 204 350 Barnard Street Williams Lake BC V2G 4T9

Number of people attending: 1 Spokesperson Name: Amy Thacker

Subject of presentation: To update the Board on the
Cariboo Chilcotin Coast Tourism Assn Tourism and
the Destination Development Program.

Purpose of presentation:

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

Contact person (if different than above): Jolene Lammers

Daytime telephone number: 250 392 2226

Email address: jolene@landwithoutlimits.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) _____

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**CARIBOO CHILCOTIN
COAST
REGIONAL DESTINATION
DEVELOPMENT STRATEGY
30 APRIL 2019**

CONTACTS

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Ministry of Tourism, Arts and Culture

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Tourism Café Canada

Nancy Arsenault (Project Lead) and Lesley Anderson

(250) 941-7702
nancy@tourismcafe.org

EXECUTIVE SUMMARY

This Cariboo Chilcotin Coast Regional Destination Development Strategy (RDDS) is the result of a two-year process led by Destination British Columbia, which is designed to enhance the competitiveness of the region over the next 10 years and beyond. The tourism destination development program, carried out in partnership with the Regional Destination Management Organizations (RDMOs), is a critical component of Destination BC's corporate strategy, and the Ministry of Tourism, Arts and Culture (TAC). The RDDS illuminates the priorities for the Cariboo Chilcotin Coast region in consideration of the recommendations from the three planning areas strategies: Chilcotin Central Coast, Gold Rush Trail, and Interlakes. Together with their community, business, government and Indigenous stakeholders, working groups will be created to advance implementation. Special thanks are given to the Chilcotin Central Coast, Gold Rush Trail and Interlakes working groups and many private-sector, First Nations, public-sector, and not-for-profit tourism partners who contributed throughout the destination development planning process.

The Cariboo Chilcotin Coast RDDS plays an important role in integrating the planning area strategies from the Cariboo Chilcotin Coast into one overarching regional strategy. This plan elevates the objectives and actions identified within planning area strategies that would benefit from regional leadership and coordination for implementation or would provide positive exponential benefit for the industry.

The RDDS can play an important role in helping to help advance the implementation of destination development within the region, for both the regional and planning area strategies. The strategy, built off a common planning framework, sets out a path for strong regional leadership, collaborative action, integration, and alignment to support destination success in and throughout the region and planning areas.

This integrated approach will deliver strategically aligned plans providing direct benefit to all. When implementation is successful at one planning level, the strategy implementation can be expedited for all levels. While local champions and tourism partners will continue to focus on implementation for the Gold Rush Trail, Interlakes and Chilcotin Central Coast, the regional strategy will guide and coordinate efforts at the regional level to ensure the priorities are executed with an integrated approach.

Developed between July 2018 and March 2019, the strategy was informed by meetings with Destination BC (July-August 2018), presenting a regional discussion document to the Cariboo Chilcotin Coast Tourism Association (CCCTA) Board of Directors (September 2018), presenting to 65 stakeholders at the CCCTA AGM (November 2018) then hosting a working session to allow partners to provide input to inform streamlining the priorities. A stakeholder survey followed (November 2018), along with meetings with the CCCTA to finalize the priorities and identify success networks (December 2018) that will advance the regional priorities. The formal review process included the CCCTA Board of Directors, Destination British Columbia, and TAC (January-March 2019).

The Regional Vision

The Cariboo Chilcotin Coast is a geographically distinct region that reflects and respects the unique heritage, people, and cultures found within it. Future growth of the visitor economy lies in ensuring the long-term sustainability of accessible backcountry adventures, front country resorts, outdoor activities, and cultural, heritage and Indigenous experiences, while preserving the natural assets and way of life valued by residents and travellers alike. Essential to the future of this region is quality transportation, which includes steady, predictable ferry services, road and communication upgrades on major highways, and affordable air access.

The Regional Goals

The four regional goals are to:

1. Strategically grow the benefits from tourism while respecting the limited carrying capacity of the land and its cultural and heritage assets and striving to preserve the way of life valued by its residents.
2. Maintain an understanding of the customer, adapt to changing needs of the market, and develop experiences that will attract higher-yield travellers who value and appreciate what the area has to offer.
3. Demonstrate leadership through strategic, collaborative planning, development, and investment to achieve mutually beneficial tourism development outcomes for visitors, residents, and businesses.
4. Amplify awareness about the region by developing visitor experiences that showcase the region's unique assets, heritage, and cultures, attract more travellers, and increase the length of stay and spend throughout the year.

Destination Development Priorities

A total of 43 opportunities emerged as a result of the aggregate analysis of the three individual planning areas (Chilcotin Central Coast, Gold Rush Trail and Interlakes). The final synthesis resulted in seven development themes, 12 catalyst projects and 31 additional objectives that represent important projects to remain at the forefront of future destination development considerations (Table 1).

Each project is associated with a proposed implementation timeframe as a quick win (1-3 years) or a longer-term action (4-10 years). Projects marked as provincial in scope have a broader impact and overlap with other regions.

Table 1: Regional Catalyst Projects

Theme 1: Transportation, Access, and Safety
<ol style="list-style-type: none"> 1. Continue to work with BC Ferries to secure an agreement for a ferry schedule that stimulates tourism growth, anticipates future demand, and provides a long-term commitment. (Longer-term action, Regional scope) 2. Improve emergency services and safety for visitors and citizens alike, travelling along the Gold Rush Trail, Highway 20, and within the Interlakes. (Longer-term action, Regional scope)
Theme 2: The Visitor Experience
<ol style="list-style-type: none"> 3. Support the growing interest in diversifying the availability of guided outdoor recreation opportunities including: fishing, mountain biking, hiking, front and back-country adventures. (Longer-term action, Regional scope) 4. Create a committee of interested stakeholders who are willing to work in a cluster to invest in staying open and offering products and experiences at a new time of year to strategically lengthen the tourism season or stimulate a new season – e.g., winter. (Quick Win, Regional scope)
Theme 3: Lead Strategic Growth and Collaboration as a Region Rich with Touring Opportunities
<ol style="list-style-type: none"> 5. Improve the understanding with residents and businesses of the tourism eco-system, the value of the visitor economy, and the benefits of working collaboratively under the high-profile brands

<p>(e.g., Gold Rush Trail, Great Bear Rainforest, and British Columbia’s provincial brand. (Longer-term action, Regional scope)</p> <p>6. Grow visitor and stakeholder awareness, between businesses and communities, of the visitor experiences currently available, and of business development opportunities and needs along the primary touring corridors: GRT, Discovery Circle Tour Route (currently being renamed) and Highway 24 (Longer-term action, Regional scope)</p>
<p>Theme 4: Infrastructure, Resources, Land and Title Rights</p>
<p>7. Collaborate regionally to harmonize the land-use management opportunities between government departments that impact the growth and success of tourism businesses and destination development opportunities. (Longer-term action, Provincial scope)</p> <p>8. Working in partnership with the province and First Nations to advance tourism management and communication activities between Indigenous and non-Indigenous tourism partners. (Longer-term action, Provincial scope).</p>
<p>Theme 5: Respectful, Balanced Tourism Growth</p>
<p>9. Complete a regional trails strategy. (Quick Win, Regional scope)</p>
<p>Theme 6: Enable Business Viability and Success</p>
<p>10. Establish a framework for collaborative action between CCCTA, ITBC, and ITAC to leverage the long-term destination development opportunities for the best interest of business opportunities and visitor outcomes. (Longer-term action, Regional scope)</p> <p>11. Assist businesses in becoming market and/or export ready, price and package travel for domestic and international travelers, as well as work to repair relationships with travel trade partners as a result of historic BC Ferries challenges. (Longer-term actions, Provincial scope).</p>
<p>Theme 7: Optimize the New Municipal Regional District Tax (MRDT) Funds</p>
<p>12. Prioritize the MRDT funding to leverage the region’s national and international primary demand generating icons: The Gold Rush Trail, Tweedsmuir Park, the GBR, the western side of Wells Gray Provincial Parks, and Barkerville Historic Town & Park. (Longer-term action, Regional scope)</p>

It is important to note, that while this is a regional strategy that has been created and informed by the Chilcotin Central Coast, Gold Rush Trail and Interlakes destination development strategies, given the central location of the region, the plans and development activities of five planning areas also impact the long-term development of tourism (Figure 1). These planning area Destination Development Strategies include the North Thompson & Nicola Valleys, Fraser Valley, Sea-to-Sky Corridor, Northwest BC, and relative to the flow of visitors via BC Ferries, North Vancouver Island.

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ACRONYMS

BCVTA	Bella Coola Valley Tourism Association
BCHA	British Columbia Hotel Association
BCLCA	British Columbia Lodging and Campground Association
BIA	Business Industry Association
CCCTA	Cariboo Chilcotin Coast Tourism Association
CCRD	Central Coast Regional District
CF	Community Futures
CFN	Coastal First Nations (Heiltsuk, Gitga’at, Nuxalk, Kitsoo Xai’Xais, Oweekeno)
CRD	Cariboo Regional District
DDP	Destination Development Program
DDS	Destination Development Strategy
DMO	Destination Management Organization
EDO	Economic Development Offices
GBR	Great Bear Rainforest
GRT	Gold Rush Trail
GRTC	GRT Committee
IEA	Interlakes Economic Association
MRDT	Municipal and Regional District Tax (commonly referred to as the ‘Hotel Tax’)
NDIT	Northern Development Initiative Trust
NPTG	New Pathways to Gold
OCP	Official Community Plan
RD	Regional District

RDMO	Regional Destination Management Organization
TNG	Tsilhqot'in National Government
WCTA	West Chilcotin Tourism Association

PROVINCIAL MINISTRIES/ENTITIES

AGRI	Ministry of Agriculture
CITZ	Ministry of Citizens' Services
EMBC	Emergency Management BC
EMPR	Ministry of Energy, Mines and Petroleum Resources
ENV	Ministry of Environment and Climate Change Strategy
FIN	Ministry of Finance
FLNR	Ministry of Forest, Lands, Natural Resource Operations and Rural Development
JTT	Ministry of Jobs, Trade and Technology
IRR	Ministry of Indigenous Relations and Reconciliation
ITBC	Indigenous Tourism Association of British Columbia
LBR	Ministry of Labour
MAH	Ministry of Municipal Affairs and Housing
TAC	Ministry of Tourism, Arts and Culture
TIABC	Tourism Industry Association of British Columbia
THRC	Tourism Human Resource Council
TRAN	Ministry of Transportation and Infrastructure

FEDERAL MINISTRIES/ENTITIES

DC	Destination Canada
DFO	Department of Fisheries and Oceans
INAC	Indigenous and Northern Affairs Canada
ITAC	Indigenous Tourism Association of Canada
TIAC	Tourism Industry Association of Canada
THRC	Tourism HR Canada

FOREWORD AND ACKNOWLEDGEMENTS

Foreword

The Cariboo Chilcotin Coast is a region that offers rural, off-the-beaten path experiences for those who want to get away from the hustle of everyday life. It's an outdoor recreation paradise for nature lovers, and home to some of BC's most significant heritage assets for those who have a keen interest in delving into the history and cultures of our people.

This Destination Strategy (RDDS) is of six strategies being developed to enhance the appeal and competitiveness of the Cariboo Chilcotin Coast tourism region over the next 10 years and beyond.

This document is part of Destination BC's Destination Development Program (DDP). The Program is a critical component of Destination BC's corporate strategy and facilitates the collaboration of local, regional and provincial agencies, Indigenous communities, entrepreneurs, destination marketing and management organizations, tourism operators, and other community interests to guide the long-term growth of tourism.

This Destination Development Strategy (RDDS) is the outcome of a multi-year research and stakeholder engagement process that produced three planning area destination development plans for the Chilcotin Central Coast, Gold Rush Trail and the Interlakes. This strategy is the regional roll-up of priorities for the region to be led by the Cariboo Chilcotin Coast Tourism Association (CCCTA) and various stakeholder success networks. As one of six regional destination development strategies being produced, it will contribute to the tapestry of long-term provincial planning efforts that will support BC's development as a world-class tourism destination offering remarkable, authentic experiences.

Acknowledgements

Cariboo Chilcotin Coast Tourism Association (CCCTA), Destination British Columbia (DBC), and the project facilitation team thank the many private-sector, First Nations, public-sector, and not-for-profit tourism partners who contributed throughout the process by supporting the numerous community meetings, surveys, stakeholder interviews, and follow-up conversations, and by providing relevant documents that informed the planning area and regional reports and strategies.

We thank the Indigenous communities on whose traditional territories we travelled and gathered for our community meetings. We acknowledge that many significant agreements have been realized in this tourism region resulting from successful cooperation between the Indigenous and non-Indigenous peoples, the private sector, governments, not-for-profit organizations, and passionate volunteers.

Special thanks are offered to members of the three working groups who provided guidance and insight into their respective planning area strategies which then informed the creation of this regional DDS.

Additionally, special thanks are offered to the facilitators of the regional destination development process: Nancy Arsenault (Project Lead) and Lesley Anderson of Tourism Café Canada.

INTRODUCING THE STRATEGY

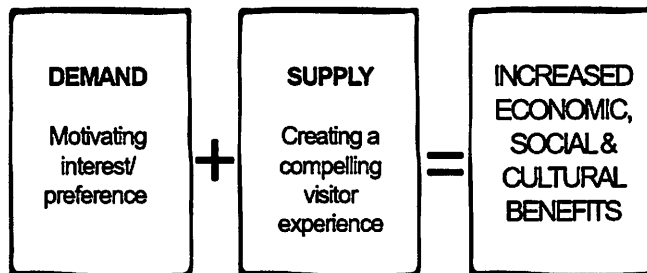
The Cariboo Chilcotin Coast DDS is being developed to enhance the competitiveness of the region over the next 10 years and beyond. The strategy is being developed as part of Destination BC's Destination Development Program (DDP). The Program is a critical component of Destination BC's corporate strategy and facilitates the collaboration of local, regional and provincial agencies, Indigenous communities, entrepreneurs, destination marketing and management organizations, tourism operators, and other community interests to guide the long-term growth of tourism.

A Focus on the Supply and Visitor Experience

Destination development is the mechanism whereby the natural life cycle of tourism (e.g., development, stagnation, decline, and rejuvenation) is managed to ensure a destination evolves to remain 'desirable' for the ever-changing consumer and hence, competitive in its target markets. Destination development happens when industry and government plan and work together to enhance the quality of the visitor's experience by ensuring tourism products, services, amenities, and practices meet and exceed visitor expectations over the long term.

Tourism has two primary revenue drivers – supply and demand (Figure 1). Destination development focuses on the supply side of tourism by creating a compelling visitor experience to attract new visitors and entice repeat visitation. Arguably, in this age of near instantaneous sharing of experiences via social networks and third-party platforms allowing the traveller to review their experience, the quality of the destination and the experiences it offers is now an essential element of the marketing toolbox.

Figure 1: Tourism Revenue Drivers



There are multiple dimensions to supply that are considered in destination development planning to enhance the visitor experience: the setting in which our experiences take place and how to access them; policies that establish and maintain opportunities and growth barriers; the investment enhancement framework; products and experiences matched to consumer interests, including infrastructure and amenities (which are all often public in nature and used by residents as well as visitors); visitor servicing programs that meet and exceed guest expectations; and, capability, skills, and training needed by the tourism to excel.

Program Vision and Goals

On a provincial level the DDP strives to accomplish the following vision:

- BC is a world-class tourism destination that offers remarkable products and experiences that are authentic, driven by visitor demand, exceed expectations, and align with BC's brand.

The above vision is supported by three provincial goals:

- Make BC the most highly recommended destination in North America.
- Create 10-year strategies for tourism development and improve return-on-investment for government and private sector investments in tourism assets.
- Elevate BC's ability to compete as a premium destination while making the province more attractive for investment.

Destination development brings together planning, policy and capacity building efforts to:

- Ensure that a destination is well positioned to make future strategic decisions.
- Address impediments to growth and capitalize on opportunities.
- Outline key assets of a destination including the main product themes/experiences available.
- Outline key priorities for new product, infrastructure and amenity development.
- Identify impediments to development and tourism growth (e.g., potential policy or capacity issues, available funding, access to funding etc.).

Purpose

The Cariboo Chilcotin Coast RDDS is intended to serve as a guide for tourism partners as they proceed with implementation. The strategy should be reviewed and updated as necessary to reflect changing tourism objectives, priorities, and market conditions. Also, results should be tracked regularly to ensure learnings can help future implementation activities be even more effective in increasing economic, social, and cultural benefits to the entire region.

The Cariboo Chilcotin Coast Destination Development Strategy plays an important role in integrating the planning area strategies from the Cariboo Chilcotin Coast into one overarching regional strategy. This plan elevates the objectives and actions identified within planning area strategies that would benefit from regional leadership and coordination for implementation or would provide positive exponential benefit for the industry.

The RDDS can play an important role in helping to help advance the implementation of destination development within the region, for both the regional and planning area strategies. The strategy, built off a common planning framework, sets out a path for strong regional leadership, collaborative action, integration, and alignment to support destination success in and throughout the region and planning areas.

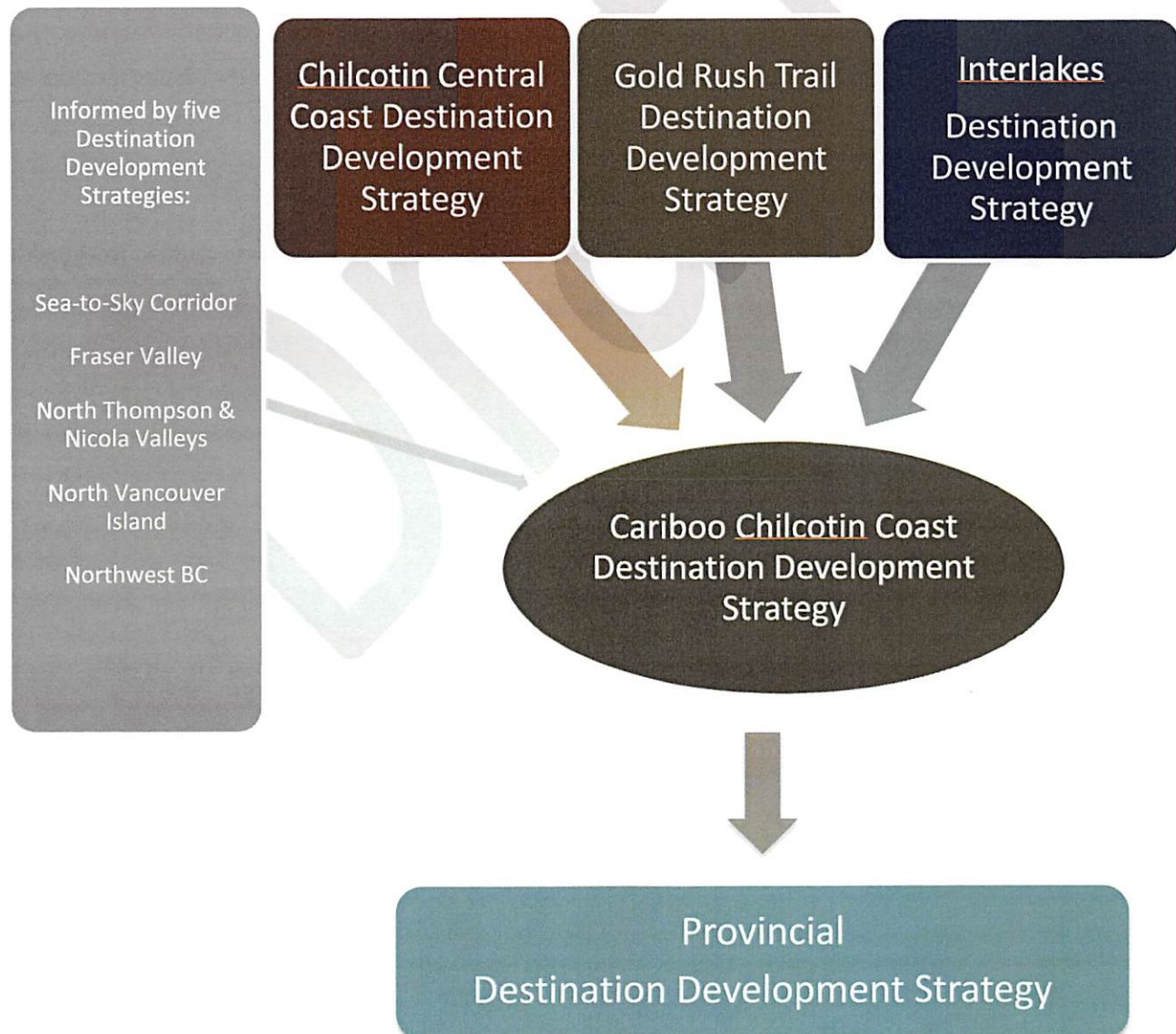
Methodology

Great strategies don't come together overnight, and the Regional Destination Development Strategy is no exception. It is the result of an extensive, multi-phased planning process that included significant groundwork and engagement to, first, develop three planning area strategies. Further industry engagement and prioritization, as well as thoughtful consideration, led to the creation of this unifying regional strategy that represents focused priorities for tourism development.

As part of Destination BC's Destination Development Program, strategies were prepared for three primary planning areas within Cariboo Chilcotin Coast region (Gold Rush Trail, Interlakes and the Chilcotin Central Coast), additionally, five planning areas impact the region (Sea-to-Sky Corridor, North Thompson & Nicola Valleys, Fraser Valley, Northwest BC and the North Island). The discussions and outcomes from the eight processes have informed this strategy (Figure 2). Specifically, in the creation of this strategy:

- A review of three planning area destination development plans produced between 2016 and 2018 for the Gold Rush Trail, Chilcotin Central Coast and Interlakes destination development planning processes (2016 – 2018).
- A regional priorities meeting with Destination BC and the CCCTA CEO, July 2018.
- A discussion document with the regional priorities prepared for Cariboo Chilcotin Coast (August – September 2018) which was reviewed by Destination BC and the CCCTA prior to presenting the findings to their stakeholders at the November 2018, CCCTA Tourism Summit, attended by 65 stakeholders.
- The streamlining of priorities emerging from this meeting were then placed in an online stakeholder survey to invite broader.
- This strategy was drafted in November 2019.
- The draft strategy review process involved the CCCTA Board of Directors, Destination BC and the Ministry of Tourism, Arts and Culture (January – March 2019).

Figure 2. Levels of Destination Development Planning



CARIBOO CHILCOTIN COAST OVERVIEW

About the Region

The Cariboo Chilcotin Coast is a region that offers rural, off-the-beaten path experiences for those who want to get away from the hustle of everyday life. It's an outdoor recreation paradise for nature lovers, and home to some of BC's most significant heritage assets for those who have a keen interest in delving into the history and cultures of our people.

From the rich Indigenous beginnings that date back millennia, to the powerful 'Mighty Fraser River' that is more than a transportation corridor, the Cariboo Chilcotin Coast is symbolic of the strength and passion of the people who choose to make this region their home and the foundation for their tourism businesses. Described as the 'land less travelled', this region has yet to realize its full potential compared to other areas of the province – and for some stakeholders, it is that preservation of the way of life that is intimately linked to the charm of the area, and its lure for visitors. Tourism growth 'at all costs' is not desired. Rather, a careful, measured, sustainable, and strategic approach is essential. This region has endured challenges and evolutions unlike any other region in the province, including the negative impacts of the Bella Coola ferry cancellation followed by a delay in reinstating its return, the wildfires and floods experienced in 2017 and 2018, and the Supreme Court of Canada Tsilhqot'in Land Title decision. Yet, like other areas, tourism is seen as a valued element of the economy, bringing the potential for economic growth. A "community first" approach is desired, where tourism contributes to the lifestyle, amenities, and economic base in a way that can attract residents and families who value balancing economic prosperity with the preservation of local values and the environment.

Regional Insights

In 2014, the Cariboo Chilcotin Coast received a total of 988,000 visits in total, with 528,000 being overnight visits, generating over \$168 million in related overnight spending.¹ The 2017 the CCCTA Regional Tourism Profile revealed that domestic overnight travellers accounted for 84% of visitation and 70% of related spending. International and US travellers accounted for 16% and 30%, respectively. On average, travellers in the Cariboo Chilcotin Coast stayed 3.3 nights and spent \$99 per night during their trip. BC travellers in the Cariboo Chilcotin Coast stayed 3.5 nights and spent \$77 per night during their trip. Other Canadian travellers stayed 2.8 nights and spent \$86 per night. US travellers spent 2.3 nights and \$299 nightly, with international travellers spending 2.2 nights and \$212 per night.

British Columbia makes up the largest share (73%) of visitors to the region, representing 61% of the total spend. In second place is Alberta at 11% of regional visitation and 9% of the spend. Washington is the third largest market at 3%, representing 6% of the spend followed by California at 2% of the region's total visitation but 12% of the visitor spend.

¹ Destination BC. (2017, May). Cariboo Chilcotin Coast Regional Tourism Profile. Retrieved from: https://www.destinationbc.ca/content/uploads/2018/05/Cariboo-Chilcotin-Coast-Regional-Tourism-Profile_2017.pdf

Key Visitor Markets

Success in the Cariboo Chilcotin Coast, over the longer term, will be based on attracting niche markets – visitors with certain profiles. There are nine primary Explorer Quotient (EQ) types² for Canada, three of which Destination BC is targeting: Authentic Experiencers, Culture Explorers and Free Spirits.

Via multiple stakeholder engagement sessions throughout the Region, it was determined that Authentic Experiencers, Cultural Explorers, Free Spirits, and Cultural History Buffs should be the primary target segments, as they provide the best match between what visitors are seeking, and the assets found within the region (Figure 3). Personal History Explorers align well with the outdoor recreation and activity-based pursuits available in the Interlakes planning area and represent a potential secondary market.

Figure 3: Regional Explorer Quotient Priority Profiles



Authentic Experiencers, Cultural Explorers, and Cultural History Buffs are independent travellers who enjoy multi-day touring by car, and who tend to stay away from organized tours and want to get off the beaten path. They enjoy a mix of self-discovery and paid, guided activities and experiences; having these experiences available is important to enhance the overall visitor experience for these types of travellers.

Cultural Explorers enjoy many of the outdoor activities available in the region including horseback riding, guest ranches, canoeing, kayaking, and hiking. All these EQ types have a high interest in local cultural events and

² Destination Canada. (2012). *EQ profiles*. Retrieved from https://www.destinationcanada.com/sites/default/files/archive/2013-01-01/Tools_ExplorerQuotient_Profiles_2015_EN.pdf.

festivals, as well as Indigenous cultural tourism experiences. The region could benefit from an increased availability of Indigenous cultural products and experiences to complement the strong outdoor recreational opportunities that exist and contribute to increasing stay length and spend.

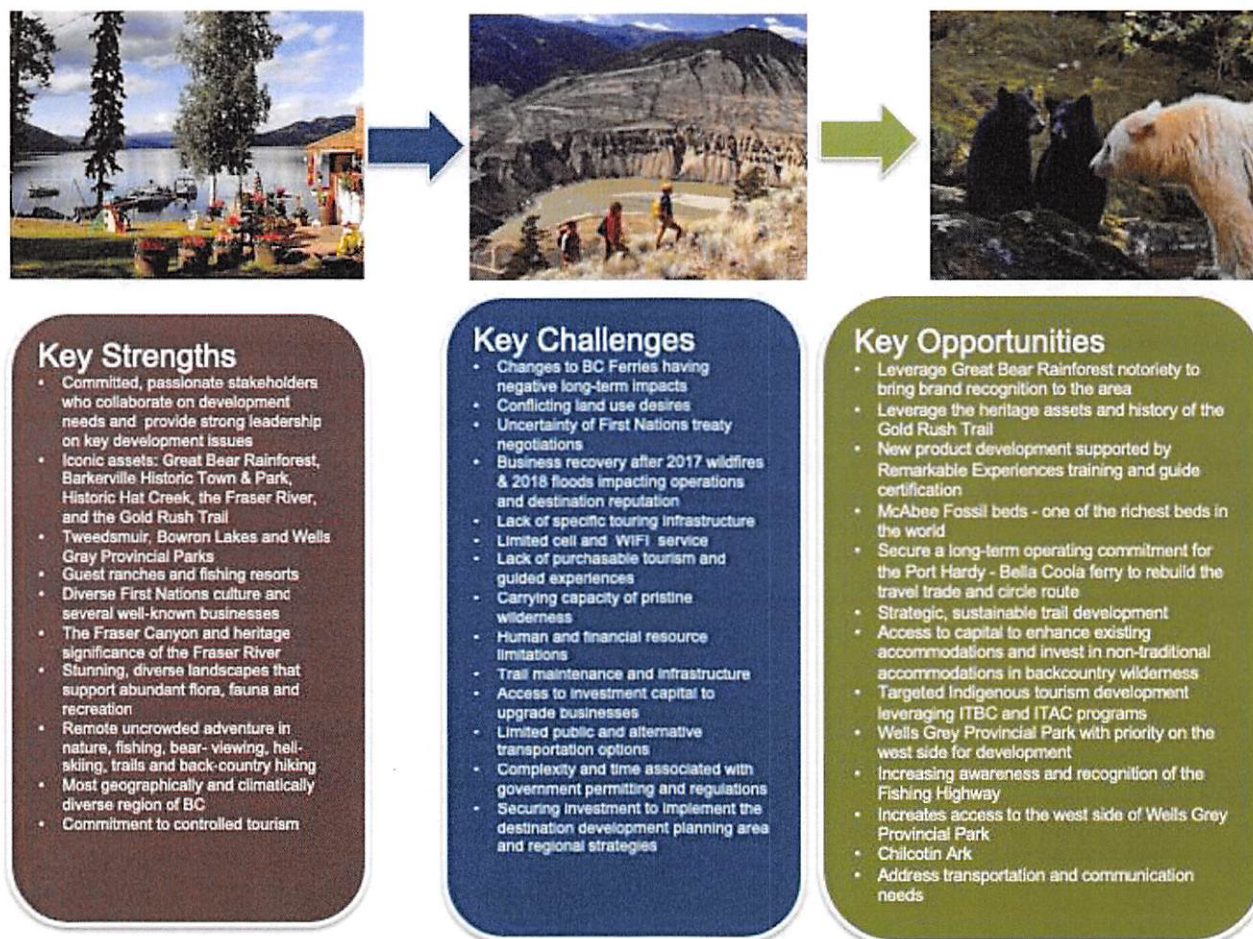
Free Spirits are more structured travellers who enjoy lodges and resorts, but also have a higher propensity to camp. As the more adventurous travellers of the three target segments, Free Spirits enjoy winter activities including snowshoeing, snowmobiling, dogsledding, as well as many of the other outdoor recreational opportunities available in the region including fishing, canoeing, kayaking, hunting, mountain biking, horseback riding, swimming, and geocaching.

Authentic Experiencers, Cultural Explorers, Free Spirits, and Cultural History Buffs represent 44% of short-haul travellers to BC (BC, Alberta, and Washington) and 60% of long-haul travellers from the Greater Toronto Area, other parts of Ontario, and the USA. And their preferred activities are aligned with what this area offers: sightseeing, scenery, and touring/driving trips.

Summary of Key Regional Strengths, Challenges and Opportunities

The aggregate strengths, weakness, and opportunities for the region highlight both the immense potential, as well as the limitations, that must be managed. Strengths, challenges and opportunities were identified within each planning area process in the Cariboo Chilcotin Coast. These then informed the summary for the regional strategy. These key strengths, challenges, and opportunities are summarized below in no particular order (Figure 4).

Figure 4: Regional Strengths, Challenges, Key Opportunities



Key Regional Demand Generators and Motivating Experiences

There is a substantial list of tourism demand generators and motivating experiences in the region catering to a broad visitor audience dependent on the experience, activity, or service offered. The Cariboo Chilcotin Coast region houses several of the province's unique, distinctive features including the Great Bear Rainforest (GBR), Tweedsmuir Provincial Park, Bowron Lakes Provincial Park, Wells Gray Provincial Park, the GRT, the Fraser River, and Fraser River Canyon. It is one of the most ecologically diverse regions in the province, and is home to world class bear viewing, including accessible, market and export-ready experiences to see the Kermode/Spirit bears only found in this area.

Great Bear Rainforest

The Great Bear Rainforest™³ covers 6.4 million hectares on B.C.'s north and central coast. A large portion of this designated area lies within the Cariboo Chilcotin Coast region, and the region provides the primary access points to most of the current visitor opportunities within the GBR.

As the largest intact temperate rainforest in the world, the notoriety and visitor interest in this area has been growing since it became protected in 2016, with the designation established to conserve 85% of the forest, and 70% of the old growth forest.

Bear and Wildlife Viewing

Wildlife viewing rates highly amongst trip activities for visitors to the Cariboo Chilcotin Coast⁴. In particular, the rare and unique Kermode/Spirit Bear has brought attention to the Central Coast area. While there is limited opportunity to experience these unique animals, the Spirit Bear Lodge (Kitasoo Xai'Xais First Nation) was recognized for its visitor experience "In Search of the Spirit Bear with the Kitasoo" and is listed amongst the Canadian Signature Experiences being promoted internationally by Destination Canada (DC). Grizzly bear viewing opportunities offered throughout the region are a lure for international visitors who are keen to experience BC's wildlife in pristine natural environments. Other wildlife viewing opportunities in the region include black bear, moose, bighorn sheep, elk, deer, wolves, as well as a variety of birds and marine wildlife.

Independent Touring

The Cariboo Chilcotin Coast's diverse scenery, rural character, plentiful parks, unique heritage, and key highway corridors (Highways 1, 20, 24, 26 and 97) draw independent travellers who are touring by car, RV, and motorcycle. Reinstating the full service in 2019 of the direct Port Hardy to Bella Coola ferry will increase the visitor potential once again to enjoy the *Discovery Coast Circle route*⁵. For east-west visitors travelling from Jasper to the Lower Mainland, Highway 24 offers a quieter touring alternative to the main Highway 1 corridor for those who enjoy getting off the beaten path. And the GRT attracts touring visitors looking to experience the scenic beauty of the Fraser Canyon and BC's unique heritage assets.

The Gold Rush Trail

The GRT is a unique, scenic, heritage touring route that stretches from Fort Langley National Historic Site to Barkerville Historic Town & Park – the largest historic site in western North America. The GRT traces sections of the historic Cariboo Wagon Road that was used by more than 10,000 gold rush prospectors during the 1860s and is home to 58 First Nations. Incorporating the Fraser River, designated a Canadian Heritage River for its natural and human heritage values, and the Fraser River Canyon, this planning area offering stunning natural landscapes for visitors to enjoy travelling north and south along the primary corridors of Highways 1 and 97.

³ While the designation of the Great Bear Rainforest is provincial, the Kitasoo First Nation owns the trademark for the name.

⁴ Cariboo Chilcotin Coast Regional Profile, 2017.

⁵ Note: The name of this route is under reconsideration.

Indigenous Tourism

With a significant portion of the province's Indigenous nations calling this region home, and the growing interest in Indigenous tourism, there is an opportunity to grow this tourism sector and increase its contribution to the demand generators within the region. Within the region, the currently available Indigenous tourism experiences are the most plentiful along the GRT.

Lodges, Resorts, and Ranch Vacations

A rich history of cattle ranching in the Chilcotin and Cariboo exists, with a variety of guest ranches that offer horseback riding and a chance for visitors to experience western cowboy heritage. Throughout the region, lodges and resort-based experiences offer everything from wildlife viewing, fishing, yoga, horseback riding, paddling, and hiking, all set in exquisite nature-based surroundings, luring long-haul guests to visit and partake in these activities.

Visiting Well-Known Parks

The region is home to five of BC's highly popular parks, that are primary demand generators, including Tweedsmuir, Wells Gray, Bowron Lake, Stein Valley Nlaka'pamux, and the South Chilcotin Mountains. Bowron Lake is a renowned 116km canoe circuit encompassing lakes, waterways, and connecting portages. Stein Valley Nlaka'pamux has been an extremely important location for the Nlaka'pamux people for thousands of years, and visitors come to experience the spectacular scenery and outstanding historical, cultural, and spiritual values of the park. The South Chilcotin Mountains is famous for its stunning scenery, remote wilderness, and network of backcountry trails for mountain biking, hiking, and horseback riding. The west side of Wells Gray is home to unique and significant geological features and beautiful waterfalls. Tweedsmuir is known for its bear-viewing opportunities and Hunlen Falls, Canada's highest freefalling waterfall.

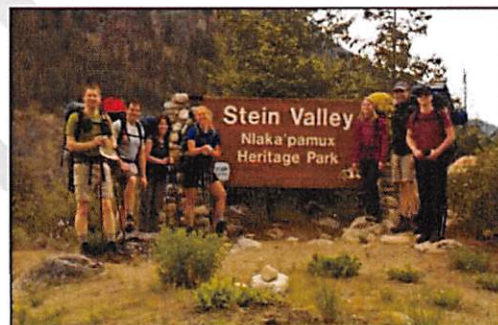


Image: jpmckenna/Flickr

Year-Round Front and Back-country Outdoor Recreation

This region epitomizes the provincial brand under which British Columbia is marketed. The CCC offers a spectacular backdrop for a wide variety of front and backcountry outdoor adventure, including paddling, river rafting, recreational boating, heli and nordic skiing, snowmobiling, horseback riding, ATViing, hiking, mountain biking, and more, that draws visitors throughout the year.

The region is also home to the long-distance Gold Rush Snowmobile Trail, which draws visitors through the winter months.

Seafood Harvesting, Salt and Freshwater Fishing

The diversity and plentitude of harvesting and fishing opportunities draws visitors to the region. With over 8,000 lakes, 17,000 km of rivers, countless streams, many fjords, and numerous ocean inlets and passages, this

region is home to world-class seafood harvesting, and spectacular salt and freshwater fishing. The Fraser River hosts all six species of Pacific salmon and is one of only three rivers in BC where the prehistoric white sturgeon thrives and spawn. Highway 24 is known as the Fishing Highway for its plentiful lakes that provide back and frontcountry fishing opportunities. The Coastal area provides an opportunity for ocean angling for salmon, halibut and other seafood while coastal area rivers are iconic for salmon and steelhead fishing.



Key Partners in the Regional Success Network

Successful destination development implementation recognizes that “we all have a role to play”. The Cariboo Chilcotin Coast Regional DDS is not intended to work in isolation nor disregard the existing policy and planning framework that already exists. Rather, the planning process has brought tourism to the table in a coordinated fashion that will work with wider policies and planning efforts.

Success networks represent the clusters of businesses and organizations who will need to collaborate and work in harmony to bring the opportunities to fruition and implement the plan. As such, these strategies have been built on a foundation of utilizing federal, provincial, regional and local organizations and available resources for implementation. It is recognized that only by working collaboratively in the continued planning and implementation of destination development that the true potential of the Cariboo Chilcotin Coast region can be realized.

Tourism partners throughout the development of this plan have articulated their desire to work cooperatively on key aspects of implementation. The following organizations, agencies, and community groups have informed the creation of this plan, and/or have a role to play in executing the plan (Figure 4). In addition to these organizations, there are multiple local organizations that play a role in destination development.

It is the aspiration that over time this strategy will inform, and become embedded in, local, regional, provincial, and federal decision-making processes. The result will be an integrated system of priorities that will result in better development decisions and drive greater tourism revenues and benefits for businesses and communities in the Cariboo Chilcotin Coast. This will contribute to a sustainable thriving, vibrant, and growing economy.

Figure 5: Key Partners in the Regional Success Network

Federal	Indigenous	Provincial	Regional	Local
<ul style="list-style-type: none"> • Destination Canada • Tourism Industry Association of Canada • Small Business & Tourism • Western Economic Diversification • Tourism HR Canada • Canadian Heritage • Indigenous and Northern Affairs • Immigration and Citizenship 	<ul style="list-style-type: none"> • Indigenous communities • Indigenous entrepreneurs and businesses • Indigenous economic development • Indigenous Tourism Association of BC • Indigenous Tourism Association of Canada • Coastal First Nations 	<ul style="list-style-type: none"> • Destination BC • Tourism Industry Association of BC • Provincial Tourism Sector Associations • Ministry of Tourism Arts and Culture • BC Parks • Provincial ministries identified in the success networks 	<ul style="list-style-type: none"> • Cariboo Chilcotin Coast Tourism Association • Bella Coola Valley Tourism • West Chilcotin Tourism Association • South Cariboo Tourism • Fishing Highway 24 Tourist Association • Watch Lake Green Lake Business Association • Lower North Thompson Tourism • Tourism Wells Gray • Gold Country Communities Society • Cariboo Regional District • Central Coast Regional District • Thompson Nicola Regional District • Fraser Fort George Regional District • Squamish Lillooet Regional District • Fraser Valley Regional District • Community Futures • Northern Development Initiative Trust 	<ul style="list-style-type: none"> • First Nations • City of Quesnel • City of Williams Lake • District of 100 Mile House • District of Hope • District of Lillooet • District of Wells • Village of Ashcroft • Village of Cache Creek • Village of Clinton • Village of Lytton • Unincorporated communities • Local tourism associations • Tourism businesses

A DISTINCTIVE DIRECTION – VISION, GOALS, GUIDING PRINCIPLES, AND DEVELOPMENT THEMES

Vision

The Cariboo Chilcotin Coast is a geographically distinct region that reflects and respects the unique heritage, people, and cultures found within it. Future growth of the visitor economy lies in ensuring the long-term sustainability of accessible backcountry adventures, front country resorts, outdoor activities, cultural, heritage, and Indigenous experiences, while preserving the natural assets and way of life valued by residents and travellers alike. Essential to the future of this region is quality transportation which includes steady, predictable ferry services, road and communication upgrades on major highways, and affordable air access.

Goals

The aggregate goals are to:

1. Strategically grow the benefits from tourism, while respecting the limited carrying capacity of the land, and its cultural and heritage assets, and striving to preserve the way of life valued by its residents.
2. Maintain an understanding of the customer, adapt to changing needs of the market, and develop experiences that will attract higher-yield travellers who value and appreciate what the area has to offer.
3. Demonstrate leadership through strategic, collaborative planning, development, and investment to achieve mutually beneficial tourism development outcomes for visitors, residents, and businesses alike.
4. Amplify awareness about the region by developing visitor experiences that showcase the region's unique assets, heritage, and cultures, and serve to attract more travellers and increase lengths of stay and spend throughout the year.

Guiding Principles

- Recognize and respect local values, cultures, communities, and heritage, while rebuilding environmental assets and responding to the needs of today's travellers.
- Prioritize support and enhancement of existing assets before investing to create new.
- Prioritize initiatives that generate sustainable economic benefits for tourism businesses and the overall visitor economy.
- Grow and improve a culture of meaningful communication between partners.
- Strengthen collaboration and unite stakeholders around recognizing the value of tourism.

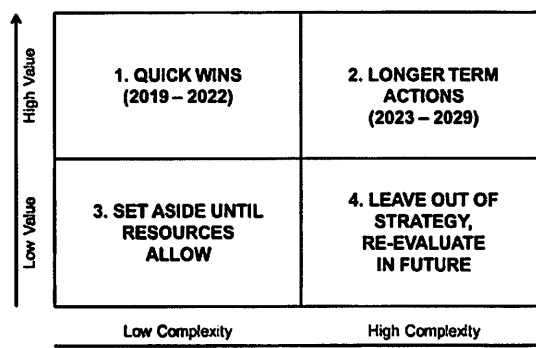
Development Themes

Seven regional development thematic clusters emerged as a result of the analysis of the Chilcotin Central Coast, Gold Rush Trail, and Interlakes Destination Development Strategies as well as those outside the region that influence tourism within it. Each cluster is important to the long-term regional development.

CARIBOO CHILCOTIN COAST STRATEGIC PRIORITIES

The prioritization of each objective, and the relative timing for implementation, is based on the following framework:

1. **Quick Wins** – high value tactics with low complexity and can be achieved within 3 years (2019-2022).
2. **Longer Term Actions** – high value, high complexity tactics that require 4 to 10 years to achieve results (2023-2029), albeit activities can begin immediately.
3. **Set Aside Until Resources Allow** – low complexity and low value tactics, to be addressed when time and resources exist.
4. **Leave out of Strategy, Re-evaluate in Future** - high complexity and low value tactics, not realistically achievable in the 10-year time frame of this strategy.



Presenting the destination development objectives with a consistent framework will allow the province and the tourism region the opportunity to expand on the three planning area strategies and provide emphasis on objectives that benefit the entire region. The regional strategy elevates the objectives and actions identified within planning areas strategies that would benefit from regional leadership and coordination for implementation. Considerable effort has gone into developing the regional strategy in an integrated way with priorities from the planning areas strategies helping to shape the priorities of this strategy.

Setting Priorities

In setting the regional priorities stakeholders were asked to prioritize those that will:

1. Have the greatest regional tourism destination benefits over the next 10 years.
2. Are most likely to be actioned and gain the stakeholder momentum, commitment, and resources required for implementation.

A total of 43 aggregate regional opportunities emerged from the three Cariboo Chilcotin Coast destination development strategies. Through the CCCTA regional board input, a stakeholder workshop at the AGM and a stakeholder survey, twelve priorities, identified as catalyst projects, emerged in seven thematic areas. Thirty-one additional regional initiatives are identified as 'Additional Regional Development Objectives' within their respective thematic areas. Chapter 6 lists the top 12 regional priorities according to the survey results. While the results are not generalizable due to the small sample size, they do provide some quantitative guidance from the stakeholders of the Cariboo Chilcotin Coast region.

Development Theme 1: Transportation, Access and Safety

Rationale: Transportation was determined to be the single most important element to growing the tourism potential in the region which would also lead to enhancing the quality of life for citizens and visitors alike. It will be important to work with BC Ferries to provide a long-term commitment, which demonstrates to tour operators and communities, the commitment to sustaining the Port Hardy – Bella Coola route to rebuild confidence for domestic and international travellers and the travel trade. Additionally, road improvements, maintenance, affordable airlift and enhanced public transportation are vital to the long-term development of tourism in the Cariboo Chilcotin Coast region of BC.

CATALYST PROJECT	PRIORITY
<p>1-1. Continue to collaboratively work with BC Ferries to secure an agreement for a ferry schedule that stimulates tourism growth, anticipates future demand, and provides a long-term commitment.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Collaborate with BC ferries to secure an agreement in writing to extend the operating season from the May long weekend to Thanksgiving for a period of 5-years, to offer travel trade and independent traveller security in vacation planning from 2020-2025. • Seek a commitment from BC Ferries to maintain a daytime sailing schedule with travel during daylight hours, enhancing the visitor experience, and assisting with staffing needed to support visitor arrivals at hotels, restaurants, etc. • Strive to secure a commitment from BC Ferries to publish and commit to a schedule and fares at least one year in advance to facilitate consumer and travel trade bookings and provide access to online booking software for advanced reservations and bookings. • Work together to explore opportunities for aligning BC Parks and bear watching seasons to the new ferry schedule, increasing the length of season for things to see/do. <p>SUCCESS NETWORK: BC Ferries, BC Ferries Vacations, BC Ferries Advisory Committee, BC Parks, CCCTA, Bella Coola Valley Tourism, West Chilcotin Tourism Association (WCTA), Ministry of Transportation and Infrastructure (TRAN), Coastal First Nations (CFN), Tourism Vancouver Island, Indigenous Tourism Association of BC (ITBC), ITAC, Central Coast Regional District (CCRD), Cariboo Regional District (CRD)</p>	<p>Longer term Action</p> <p>Regional Scope</p>
<p>1-2. Improve emergency services and safety for visitors and citizens alike, travelling along the GRT, Highway 20, and within the Interlakes.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Work collaboratively to improve emergency services along the GRT: <ul style="list-style-type: none"> - Meet with partners to determine any imminent improvements as a result of the 2017/2018 wildfire learning. 	<p>Longer-term Action</p> <p>Regional Scope</p>

<ul style="list-style-type: none"> - Work to ensure wildfire learnings are adopted into legislation and policy. - Enhance the wildfire/emergency exits along the circle route. - Identify individuals from each success network that could form a short-term working group to establish next step priorities and serve as a champion for change within their organizations. • Seek upgrades to road infrastructure in slide-prone areas. • Work with TRAN and FLNR to complete an inventory of key forest service roads used for tourism and wildfire egress. • Secure funding and support to expand the Cariboo Chilcotin Coast Tourism Emergency Management Pilot a permanent position • Support the implementation of the 16 Destination BC Tourism Marketing Committee tourism industry emergency recommendations. <p>SUCCESS NETWORK: Regional Districts, municipalities, First Nations, BC Ambulance, Ministry of Citizens' Services (CITZ), Ministry of Public Safety and Solicitor General and Emergency BC (PSSG), Fire Service, Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNR), TRAN, Ministry of the Environment and Climate Change Strategy (ENV), CCCTA, local Members of the Legislative Assembly (MLAs), tourism businesses</p>	
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ADDITIONAL REGIONAL DEVELOPMENT OBJECTIVES	PRIORITY
<p>1-3. Secure the return of passenger rail service to the region.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Strike a special taskforce to revisit the work done to date and identify next steps. • Identify potential funding sources to commission a feasibility study. <p>SUCCESS NETWORK: Via Rail, Destination Marketing Organizations (DMOs), Regional Destination Marketing Organizations (RDMOs), businesses, municipalities, TRAN, First Nations, ITAC, RDs</p>	<p>Longer-term Action</p> <p>Provincial Scope (crosses regions)</p>
<p>1-4. Create a communications committee to identify priority locations for technology/communication service upgrades and identify key locations for additional cell coverage and wi-fi hotspots.</p> <p>SUCCESS NETWORK: TRAN, municipalities, RDs, First Nations, Telecom companies, Network BC, RDMOs, tourism businesses, trusts offering funding opportunities, CITZ</p>	<p>Longer-term Action</p> <p>Provincial Scope (crosses regions)</p>
<p>1-5. Address the shortage of public and shared transportation options.</p> <p>SUCCESS NETWORK: Municipalities, BC Transit, RDs, businesses, First Nations, Car rental companies, ride-share companies, ICBC</p>	<p>Longer-term Action</p> <p>Regional Scope</p>
<p>1-6. Work with tourism and community stakeholders to provide TRAN with clear local</p>	<p>Longer-term</p>

<p>guidance on regional directional and interpretive signage needs.</p> <p>SUCCESS NETWORK: CCCTA, Destination BC, TRAN, municipalities, RD, First Nations, businesses, Visitor Information Centres, RDMOs, DMOs, BC Parks</p>	<p>Action</p> <p>Regional Scope</p>
<p>1-7. Advocate with the appropriate government departments for improved road maintenance, access and visitor amenities to enhance the tourism potential of the western side of Wells Gray Provincial Park.</p> <p>SUCCESS NETWORK: FLNR, TRAN, Visitor Information Centres, RDMOs, DMOs, First Nations, BC Parks, RDs, Rec Sites and Trails, Tourism Wells Gray</p>	<p>Longer-term Action</p> <p>Regional Scope</p>
<p>1-8. Initiate multi-stakeholder meetings to inventory existing stops along Highways 1, 20 and 97, including their available amenities. Including a ranking in priority order to identify investment needs and secure the financial commitment to complete the work.</p> <p>SUCCESS NETWORK: TRAN, municipalities, RDs, MLAs, Ministry of Finance (FIN), TAC, GRT Committee (GRTC), First Nations, BC Hydro, Visitor Information Centres (VICs)</p>	<p>Quick Win</p> <p>Regional Scope</p>

Development Theme 2: The Visitor Experience

Rationale: In broadening the destination appeal, new and enhanced tourism products, services and experiences are needed to encourage visitors to stay longer and spend more while travelling. The region has the opportunity to invest in, and benefit, product development that will increase visitor opportunities for paid and unpaid activities, improved food services, Indigenous tourism and an appropriate mix of digital and traditional visitor services.

CATALYST PROJECT	PRIORITY
<p>2-1. Support the growing interest in diversifying the availability of guided outdoor recreation opportunities including: fishing, mountain biking, hiking, front and back-country adventures.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Develop a regional trails strategy to guide and prioritize strategic investment into the future. • Inventory and increase awareness of existing guiding services available within the region. • Support the development of packages and itineraries for guided activities that promote and sell what is already available. • Accelerate product development by providing training such as Remarkable Experiences. • Work with FLNR and BC Parks to identify and invest in boat access points to support increased guided fishing opportunities. 	<p>Longer-term Action</p> <p>Regional Scope</p>

<ul style="list-style-type: none"> • Support the development of Indigenous guided outdoor recreation experiences. <p>SUCCESS NETWORK: FLNR, tourism businesses, First Nations, ITBC, ITAC, CCCTA, Community Futures (CF), Destination BC, DMOs, New Pathways to Gold (NPTG), municipalities, communities, ENV, BC Parks, Recreation Sites and Trails BC, Sector Associations, user groups, Department of Fisheries and Oceans (DFO)</p>	
<p>2-2. Create a committee of interested stakeholders who are willing to work in a cluster to invest in staying open and offering products and experiences at a new time of year to strategically lengthen the tourism season or stimulate a new season – e.g., winter.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Explore opportunities for investments in events that could help draw visitors at new times of year, beginning with growing existing shoulder season events. • Inventory existing winter/shoulder season operators. • Develop packages and suggested itineraries to promote new seasonal development with the cluster of businesses involved. • Explore opportunities to connect snowmobile trails from Clearwater to the Gold Rush Snowmobile Trail. <p>SUCCESS NETWORK: RDMOs, DMOs, tourism businesses, Interlakes Economic Association (IEA), RDs, BC Parks, user groups, Economic Development Offices (EDOs), Chambers of Commerce, CF, Communities, First Nations, FLNR, GRTC, NTPG, First Nations, Heritage BC, ITBC, ITAC</p>	<p>Quick Win Regional Scope</p>

ADDITIONAL REGIONAL DEVELOPMENT OBJECTIVES	PRIORITY
<p>2-3. Encourage the growth and diversity of food and beverage opportunities, particularly north of Hope, and along Highways 20 and 24.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Develop a forum for business owners to discuss solutions to staff challenges and business hours. • Expand the diversity of food options, responding to visitors' interests in local or traditional foods as part of their travel experience. • Work with provincial and federal agencies to provide support to entrepreneurs to access investment and start-up funds. • Encourage investment in food trucks, 'grab and go' fresh lunches, and food kiosks at gas stations and hotels to add capacity with a lower overhead, and the ability to increase capacity in the summer season. 	<p>Quick Win Regional Scope</p>

<p>SUCCESS NETWORK: Operators, RDMOs, RDs, Ministry of Agriculture (AGRI), Canadian Food Inspection Agency (CFIA), CF, FIN, Entrepreneurs, RDMOs, DMOs, Banks, EDOs, Chambers of Commerce, ITAC</p>	
<p>2-4. Explore opportunities for sustainable funding to not-for-profit heritage organizations in ways that allow them to strategically invest in product development, long-term asset maintenance, and maintain operations.</p> <p>SUCCESS NETWORK: Northern Development Initiative Trust (NDIT), Heritage BC, Heritage Canada, TAC, CF, RDs, municipalities, FLNR, Barkerville, Hat Creek, Yale Historic Sites, Cottonwood, GRTC</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>
<p>2-5. Develop a visitor information services plan that acknowledges and addresses the lack of modern communication connectivity in multiple locations in the region.</p> <p>SUCCESS NETWORK: CCCTA, First Nations, RDMOs, community and sub-regional DMOs, RDs, BC Parks, Recreation Sites and Trails BC, Visitor Information Centres, DBC Visitor Experience Strategy team</p>	<p>Quick Win</p> <p>Regional Scope</p>
<p>2-6. Continue to invest in current and future primary heritage and cultural demand generators, with a priority on the McAbee Fossil Beds, the Alexandra Bridge, and Bridge Lake Ice Caves projects that are currently underway.</p> <p>SUCCESS NETWORK: NDIT, Heritage BC, Heritage Canada, TAC, CF, RDs, municipalities, FLNR, Barkerville, Hat Creek, Yale Historic Sites, NPTG, First Nations, GRTC</p>	<p>Longer-term Action</p> <p>Regional Scope</p>
<p>2-7. Create more purchasable cultural and experiential travel offers and packages for both independent and group travellers along the Discovery Coast Circle Tour⁶ and across Highway 24 with Indigenous and non-Indigenous businesses.</p> <p>SUCCESS NETWORK: First Nations, tourism businesses, ITBC, ITAC, CCCTA, CFs, RDMOs, Destination BC, DMOs, NPTG, TRAN, BC Ferries Vacations, Indigenous and Northern Affairs Canada (INAC), Western Diversification, AGRI, ENV, BC Parks, communities, RDs with an agri focus</p>	<p>Quick Win</p> <p>Regional Scope</p>

⁶ The name of this route is currently under review.

Development Theme 3: Lead Strategic Growth and Collaboration as a Region Rich with Tourism

Opportunities

Rationale: The need for increased collaboration to realize the full potential of the region was a strong theme throughout the planning processes. It was felt that tourism is not fully understood or valued as an economic generator relative to the traditional resource industries. There was also an interest expressed by various government organizations to embrace a plan that will help streamline collaboration to areas that have the greatest overall impact.

CATALYST PROJECT	PRIORITY
<p>3-1. Improve the understanding with residents and businesses of the tourism eco-system, the value of the visitor economy, and the benefits of working collaboratively under the high-profile brands (e.g., Gold Rush Trail, Great Bear Rainforest, and British Columbia's provincial brand).</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Support and encourage incorporating tourism development interests and activities in Official Community Plans (OCPs), Comprehensive Community Plans and strategic planning documents/ band council documents. This includes any land use interests, evolutions, environmental/cultural protection, and allowed/encouraged visitor activities. • Actively, and continually, invite new businesses, elected officials and new employees in government organizations into local, regional, and provincial tourism conversations to garner diverse input and create advocates who can speak on behalf of the industry. • Promote and continue to educate communities, politicians, and residents about the value of tourism and the benefits of a robust visitor economy. • Consider the creation of a Tourism Ambassador program that fits the needs of this region. • Encourage and support training on tourism career options in high schools. <p>SUCCESS NETWORK: Tourism Industry Association of BC (TIABC), Destination BC, TAC, RDMOs, DMOs, Chambers of Commerce, go2HR, Economic Development Organizations, Business Industry Associations (BIAs), CF, First Nations, municipalities, RDs, VICs, GRTC, FLNR, ENV, Ministry of Energy, Mines and Petroleum Resources (EMPR), TRAN, AGRI, Ministry of Municipal Affairs and Housing (MAH), school districts, residents</p>	<p>Longer-term Action Regional Scope</p>
<p>3-2. Grow visitor and stakeholder awareness, between businesses and communities, of the visitor experiences currently available, and of business development opportunities and needs along the primary touring corridors: GRT, Discovery Circle Tour Route (currently being renamed) and Highway 24.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Encourage and support the creation of a set of communication protocols amongst tourism operators that will enhance communication and awareness 	<p>Longer-term Action Regional Scope</p>

<p>of what's happening within the region.</p> <ul style="list-style-type: none"> • Create and distribute a list of key tourism information resources that can be used by operators and given to visitors who are looking for information. • Enhance training for visitor centre staff on GRT along the entire corridor. <p>SUCCESS NETWORK: CCCTA, DMOs, sub-regional DMOs, tourism businesses, VIC's, Chambers of Commerce</p>	
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ADDITIONAL REGIONAL DEVELOPMENT OBJECTIVES	PRIORITY
<p>3-3. Work collaboratively with FLNR and TRAN on a development and maintenance plan for regional touring routes.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Measure existing road use and prioritize route options. • Assess and inventory needs relative to touring route signage and visitor amenities. • Work to develop accurate Google mapping as routes are developed. • Connect to relevant wildfire/natural disaster planning task forces looking at future road options, and any other relevant road development initiatives. <p>SUCCESS NETWORK: TRAN, FLNR, EMPR, VICs, RDMOs, DMOs, First Nations, BC Parks, RDs, Communities, Elected officials</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>
<p>3-4. Increase the accuracy of Google mapping along the Gold Rush Trail.</p> <p>SUCCESS NETWORK: RDMOs, DMOs, Destination BC, tourism businesses, Google</p>	<p>Quick Win</p> <p>Provincial Scope</p>

Development Theme 4: Infrastructure, Resources, Land and Title Rights

Rationale: Partners in the region have negotiated many long-term agreements, treaties, plans, and practices through collaboration and dialogue. It was recognized that opportunities that will have the greatest impact on the strategic development of the destination will continue to require high levels of collaboration. Infrastructure enhancement, land management planning, and protecting the natural and cultural resources will be critical to growing the tourism potential for all stakeholders and in contributing to the future of tourism business viability.

CATALYST PROJECT	PRIORITY
<p>4-1. Collaborate to harmonize the land-use management opportunities between government departments that impact the growth and success of tourism businesses and destination development opportunities.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Support efforts by TIABC and tourism operators to address the need for 	<p>Longer-term Action</p> <p>Provincial Scope</p>

<p>updated land management planning.</p> <ul style="list-style-type: none"> • Establish a framework for the discussion and approach to collaborative decision making related to land use that, includes a tourism land value along with extractive industries. • Increase collaboration and communication about tourism’s opportunities with land-use decision makers and resource companies. • Communicate the impacts of decisions that negatively impact the land base and viability of the tourism industry. • Invest in economic impact research to communicate tourism’s importance in relation to extractive industries. <p>SUCCESS NETWORK: TAC, TRAN, FLNR, ENV, Ministry of Indigenous Relations and Reconciliation (IRR), EMPR, RD, RDMOs, TIABC, TAC, EMPR, resource companies, communities, First Nations, EDOs, ITAC</p>	
<p>4-2. Working in partnership with the Province and First Nations to advance tourism management and communication activities between Indigenous and non-Indigenous tourism partners.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Support the creation of a framework to address three key opportunities emerging from the DDP consultation process: <ul style="list-style-type: none"> ○ Understand acceptable land use by non-Indigenous operators and visitors within title lands (motorized vs non-motorized activities, consumptive vs non-consumptive activities). ○ Create new land tenure agreements and application processes for non-Indigenous tourism business owners for permitted user activities on title lands, including permit pricing structures and the tenure agreement length. ○ Establish communication and management protocols for Indigenous and non-Indigenous business development. <p>SUCCESS NETWORK: CCCTA, ITBC, Destination BC, ITAC, TAC, First Nations, IRR, INAC, BC Parks, Recreation Sites and Trails BC, tourism businesses, FLNR, RDs, municipalities</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>

ADDITIONAL REGIONAL DEVELOPMENT OBJECTIVES	PRIORITY
<p>4-3. Build relationships with local forest service management companies and government representatives to establish improved communication related to key issues impacting tourism’s success, including viewscape management, communication on land transfers to logging/mining companies, and FSR deactivation.</p> <p>SUCCESS NETWORK: FLNR, EMPR, TAC, resource companies, RDs, ENV, RDMOs, DMOs, tourism businesses, communities, First Nations</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>

<p>4-4. Encourage the upgrading of existing accommodations that have become tired and/or don't meet modern standards for accessibility and today's visitor expectations. Provide support for capital investment, research, business planning and funding for operators. Work with the Province to establish a capital investment fund for tourism operators. Create a no or low-interest fund through which businesses could access capital to upgrade and/or expand their operations.</p> <p>SUCCESS NETWORK: Private/public sector accommodators, First Nations, EDOs, municipalities, RDs, British Columbia Lodging & Campgrounds Association (BCLCA), BC Hotel Association (BCHA), RDMOs, Access BC, NDIT, RDs</p>	<p>Longer-term Action</p> <p>Regional Scope</p>
<p>4-5. Work with Provincial and Federal Government agencies and Indigenous Communities to develop approaches to assist tourism operators to adapt to changes in the operating and regulatory environment resulting from Indigenous Land Claim Decisions reached in Treaty Negotiations and Indigenous Land Title Agreements awarded by the Courts.</p> <p>SUCCESS NETWORK: Tourism operators, CCCTA, tourism sector organisations, First Nations, Provincial and Federal Government agencies.</p> <p>Longer Term Action, Provincial Scope.</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>
<p>4-6. Continue exploring the opportunity to safeguard and celebrate the Chilcotin Ark as a permanently recognized or designated land area.</p> <p>SUCCESS NETWORK: CCCTA, First Nations (TNG, Ulkatcho, Tl'etinqox, Toosey, Tsi Del Del, Yunesit'in, Xeni Gwet'in, St'at'imc), tourism operators, WCTA, BC Parks, FLNR, Rec Sites and Trails, Chilcotin Ark-Strategic Campaign, BC Spaces for Nature, Wilburforce Foundation, Chris Harris Photography, BCVT</p>	<p>Longer-term Action</p> <p>Regional Scope</p>
<p>4-7. Build on the GRT trails strategy, where the development opportunities and discussions are relevant to the Interlakes and Chilcotin Central Coast.</p> <p>SUCCESS NETWORK: FLNR, BC Parks, Rec Sites & Trails, First Nations, CCCTA, RDs, TRAN, operators, INC, EMPR, AGRI, Agricultural Land Commission (ALC), sector associations, user groups, municipalities</p>	<p>Quick Win</p> <p>Regional Scope</p>
<p>4-8. Explore with TRAN the options to increase the availability of recreational vehicle services along Highways 1, 24, and 97, and create more traditional campgrounds/campsites throughout the region.</p> <p>SUCCESS NETWORK: RDMO, TRAN, BC Campground & RV Association, BC Parks, FLNR, Campground operators, RDs, municipalities</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>

Development Theme 5: Respectful, Balanced Tourism Growth

Rationale: Engagement identified the need for a process to define which tourism activities should be respectfully developed and which should not around the region. There is an opportunity for a land and yield management planning to better understand, then support the carrying capacity and management of the delicate areas in the region to ensure growth occurs at a sustainable pace.

CATALYST PROJECT	PRIORITY
<p>5-1. Complete a regional trails strategy.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> • Strike a taskforce with provincial government and First Nations to create a regional trails strategy to guide strategic investment. • Identify funding sources. <p>SUCCESS NETWORK: FLNR, Recreation Sites & Trails BC, First Nations, Sector Associations, RDs, municipalities, user groups, ITBC, ITAC, CCCTA, GRTC, NPTG, WCTA, Bella Coola Valley Tourism Association (BCVTA), BC Parks</p>	<p>Quick Win</p> <p>Regional Scope</p>

ADDITIONAL REGIONAL DEVELOPMENT OBJECTIVES	PRIORITY
<p>5-2. Establish a short-term, highly focused taskforce that will collaborate to determine how the Cariboo Chilcotin Coast region will support the planning areas priorities and guide implementation.</p> <p>SUCCESS NETWORK: CCCTA, TRAN, BC Parks, Recreation Sites and Trails BC, Tourism businesses, RDs, FLNR, NDTI, BC Ferries, First Nations, ITBC</p>	<p>Quick Win</p> <p>Regional Scope</p>
<p>5-3. Manage and monitor the growth of visitor volumes based on the carrying capacity of the Great Bear Rainforest as it grows in prominence, BC Ferries increases access to the region in 2019, and the Destination BC destination development strategies are implemented and sustainable growth to the region.</p> <p>SUCCESS NETWORK: First Nations (Heiltsuk, Gitga'at, Nuxalk, Kitasoo Xai'Xais, Oweekeno), Tourism Operators, Destination BC, BCVT, WCTA, Hakai Institute, BC Parks, WD, DFO, FLNR, BC Parks, First Nations Watchmen, Ahoy BC, Central Coast Chamber of Commerce, Great Bear Project, Sport Fishing Institute, CCCTA, Northern BC Tourism Association (NBCTA), Tourism Vancouver Island (TVI)</p>	<p>Longer-term Action</p> <p>Regional Scope</p>
<p>5-4. Launch discussions to manage the growing recognition of the Great Bear Rainforest name, and the impending retail trademark as it relates to the future use of the term 'Great Bear Rainforest' by a broad range of stakeholders, including tourism businesses, First Nations, educators, geographers etc., all of whom have an interest in this unique area within Canada.</p> <p>SUCCESS NETWORK: CCCTA, NBCTA, TVI, First Nations, Destination BC, BCVT, WCTA, TAC, CCRD, Great Bear Project</p>	<p>Quick Win</p> <p>Regional Scope</p>

Development Theme 6: Enable Business Viability and Success

Rationale: Tourism business viability is being impacted by a variety of issues, the most prominent of which were the ability to attract and retain labour, address business succession challenges, affordable housing, and the need to streamline policy that supports long-term business success.

CATALYST PROJECT	PRIORITY
<p>6-1. Establish a framework for collaborative action between CCCTA, ITBC, and ITAC to leverage the long-term destination development opportunities for the best interest of business opportunities and visitor outcomes.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Align the relationship building and the destination development goals between ITBC, CCCTA, and ITAC to build on past strengths and build new bridges and relationships. Secure funding for a full-time, permanent, Indigenous liaison staff person within the CCCTA to build relationships with Indigenous communities, train and support tourism development, align and manage development opportunities. Secure funding to update the 2013 Cariboo Chilcotin Coast regional Aboriginal tourism strategy to reflect new regional developments and align with ITBC's and ITAC's 5-year strategies. <p>SUCCESS NETWORK: CCCTA, ITBC, ITAC, IRR, DBC</p>	<p>Longer-term Action</p> <p>Regional Scope</p>
<p>6-2. Assist businesses in becoming market and/or export ready, price and package travel for domestic and international travellers, as well as work to repair relationships with travel trade partners as a result of historic BC Ferries challenges.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Support training and capacity building for operators to elevate their business readiness standards. <p>SUCCESS NETWORK: Tourism businesses, Destination BC, Destination Canada, CCCTA</p>	<p>Longer-term Action</p> <p>Provincial Scope (crosses regions)</p>

ADDITIONAL REGIONAL DEVELOPMENT OBJECTIVES	PRIORITY
<p>6-4. Support efforts by TIABC and tourism operators to improve government processes including the time/process to secure tenure, permits and development approvals.</p> <p>SUCCESS NETWORK: RDMOs, DMOs, RDs, TIABC, elected officials, tourism businesses</p>	<p>Quick Win</p> <p>Regional Scope</p>

<p>6-5. Identify the greatest human resource needs (e.g., staff shortages, seasonal workers) and their locations, then collaborate with go2HR to research best practices in addressing the needs.</p> <p>SUCCESS NETWORK: RDMOs, go2HR, Tourism Human Resource Council (THRC,) TAC, ITAC, ITBC, Ministry of Labour (LBR), First Nations, NDIT, CF, IRR, operators</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>
<p>6-6. Initiate regional actions to address the need for business succession planning and foreign ownership policies.</p> <p>SUCCESS NETWORK: TIABC, Ministry of Jobs, Trade and Technology (JTT), tourism businesses, EDOs, municipalities, go2HR, CFs, Tourism HR Canada (THRC), Ventures Connect, Chambers of Commerce, , Small Business BC</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>
<p>6-7. Form a regional committee to approach the provincial and federal governments to seek temporary tax relief and operating permit relief for three years (2019 – 2022) for tourism businesses impacted by the 2017 and 2018 natural disasters.</p> <p>SUCCESS NETWORK: FIN, FLNR, municipalities, BC Parks, RDs, TAC</p>	<p>Quick Win</p> <p>Regional Scope</p>
<p>6-8. Support natural disaster recovery actions.</p> <p>SUCCESS NETWORK: ENV, FLNR, EMBC, TRAN, PSSG, insurance companies, tourism businesses, BC Parks, municipalities, TAC, RDs, RDMOs, First Nations, Destination BC</p>	<p>Quick Win</p> <p>Regional Scope</p>
<p>6-9. Seek Provincial support to provide training to new foreign investors and their staff to fast-track their understanding of the Canadian tourism eco-system, laws, opportunities, and limitations.</p> <p>SUCCESS NETWORK: JTT, TAC, Destination BC, RDMOs, EDOs, go2HR, THRC, municipalities, Chambers of Commerce, go2HR, tourism businesses, ITAC, Small Business BC, ITBC</p>	<p>Longer-term Action</p> <p>Provincial Scope</p>

Development Theme 7: Optimize the New Municipal Regional District Tax (MRDT) Funds

Rationale: The implementation of the Municipal Regional District Tax has created a transformative opportunity for the region. Partners are committed to ensuring that these funds are used strategically to responsibly grow tourism.

CATALYST PROJECT	PRIORITY
<p>7-1. Prioritize the MRDT funding to leverage the region’s national and international primary demand generating icons: The Gold Rush Trail, Tweedsmuir Park, the GBR, the western side of Wells Gray Provincial Parks, and Barkerville Historic Town & Park.</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Identify the key destination development projects to be supported to allocate the appropriate funds to support implementation of targeted actions. 	<p>Longer-term Action</p> <p>Regional Scope</p>

SUCCESS NETWORK: CCCTA, MRDT Marketing Committee	
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Catalyst Projects

The top twelve regional priorities are summarized here, in the order of importance expressed by stakeholders.

1.	7-1. Optimize the MRDT funding to leverage the region's national and international primary demand generating icons: The Great Bear Rainforest, Gold Rush Trail, Tweedsmuir Park and the western side of Wells Gray Provincial Parks, and Barkerville Historic Town & Park.
2.	4-1. Collaborate to harmonize the land-use management issues between government departments that impede/impact tourism businesses and growth and success of tourism businesses and destination development opportunities.
3.	4-2. Working in partnership with the province and Indigenous Nations, advance tourism management and communications activities between Indigenous and non-Indigenous tourism stakeholders.
4.	3-2. Grow visitor and stakeholder awareness, between businesses and communities, of the visitor experiences currently available, and of business development opportunities and needs along the primary touring corridors: GRT, Discovery Circle Tour Route (currently being renamed) and Highway 24.
5.	2-1. Support the growing interest in diversifying the availability of guided outdoor recreation opportunities including: fishing, mountain biking, hiking, front, and back-country adventures.
6.	1-1. Continue to work with BC Ferries to secure an agreement for a ferry schedule that stimulates tourism growth, anticipates future demand, and provides a long-term commitment.
7.	3-1. Improve the understanding with local citizens and businesses of the tourism eco-system, the value of the visitor economy, and the benefits of working collaboratively under the high-profile brands (e.g., Gold Rush Trail, Great Bear Rainforest, Destination BC).
8.	6-1. Establish a framework for collaborative action between CCCTA, ITBC, and ITAC to leverage the long-term destination development opportunities for the best interest of business opportunities and visitor outcomes.
9.	6-2. Collaborate to assist businesses in becoming market and/or export ready, price and package travel for domestic and international travellers, as well as work to repair relationships with travel trade partners.
10.	2-2. Create a committee of interested stakeholders who are willing to work in a cluster to invest in staying open and offering products and experiences at a new time of year to lengthen the tourism season or stimulate a new season – e.g., winter.
11.	1-2. Improve emergency services and safety for visitors and citizens alike, along the Gold Rush Trail, Highway 20, and within the Interlakes.
12.	5-1. Complete a regional trails strategy.

IMPLEMENTATION

Implementation of Destination British Columbia's destination planning activities will occur at three levels. Twenty planning areas will each have destination development plans that will guide local area tourism development opportunities.

For each of the six tourism regions, a regional plan will be produced, focusing on regional initiatives that span two or more planning areas. The provincial strategy will focus on the destination development needs that benefit multiple planning areas and multiple regions. Together, this suite of plans provides a highly aligned approach to tourism development and coordinated implementation. This integrated approach will deliver strategically aligned plans providing direct benefit to all. When implementation is successful at one planning level, the strategy implementation can be expedited for all levels.

For implementation to be successful, working groups will need to be established to facilitate ongoing dialogue, secure resources (human, financial, technical) and set forth realistic time frames plus roles and responsibilities for action.

While local champions and tourism partners will continue to focus on implementation for the Gold Rush Trail, Interlakes and Chilcotin Central Coast, the regional strategy will guide and coordinate efforts at the regional level to ensure the priorities are executed with an integrated approach. It is critical all strategies are coordinated as they are being implemented to ensure maximum impact and effectiveness of these efforts.

MEASURING AND MONITORING SUCCESS

The key measures of success for monitoring progress are summarized in Table 10.

Table 1: Goals and Performance Measures

GOAL	PERFORMANCE MEASURES
<p>1. Demonstrate leadership through strategic, collaborative planning and targeted development and investment to optimize the region's assets and strengthen business viability.</p>	<ul style="list-style-type: none"> • Establish research measures • # shared use/collaboration agreements • # strategic, collaborative project outcomes
<p>2. Amplify awareness amongst visitors, businesses and residents alike of the unique experiences this region has to offer.</p>	<ul style="list-style-type: none"> • Increase in visitor spend • Increase in length of stay • Increase in overnight stays • Increase in # authentic Indigenous experiences • Net Promoter Score⁷
<p>3. Incrementally grow the benefits from tourism while respecting the limited carrying capacity of the land and residents' desire to retain the area's unique character and culture.</p>	<ul style="list-style-type: none"> • # of education/training opportunities • # participants in professional training • Various measures for consumer marketing
<p>4. Maintain a keen awareness and understanding of the customer, adapt to the changing needs of the market, and develop visitor opportunities that enhance the visitor experience, attract more travellers, increase length of stay and spend throughout the year.⁸</p>	<ul style="list-style-type: none"> • Visitor surveys • MRDT data

⁷ <http://www.destinationbc.ca/Resources/Monitoring-and-Evaluation/Net-Promoter-Score.aspx>

⁸ Marketing is not part of BC's destination development planning program measures of marketing success can be secured from Destination BC's marketing department.

APPENDIX: LIST OF COMMUNITIES AND FIRST NATIONS

Incorporated and Unincorporated Communities

1. Alexis Creek	21. Clinton	41. Lillooet	61. Spence's Bridge
2. Alkali Lake	22. Dawsons Landing	42. Little Fort	62. Spuzzum
3. Anahim Lake	23. Denny Island	43. Logan Lake	63. Stone Creek
4. Ashcroft	24. Firvale	44. Lone Butte	64. Stuiie
5. Barkerville	25. Forest Grove	45. Loon Lake	65. Tatla Lake
6. Barriere	26. Gold Bridge	46. Lytton	66. Watch Lake
7. Bella Bella	27. Green Lake	47. McLeese Lake	67. Wells
8. Bella Coola	28. Hagensborg	48. Namu	68. Williams Lake
9. Big Creek	29. Hanceville	49. Nemiah Valley	69. Wuikinuxv
10. Boston Bar	30. Hartley Bay	50. Nimpo Lake	70. Yale
11. Bouchie Creek	31. Hixon	51. Pavilion	71. 70 Mile House
12. Bowron Lake	32. Horsefly	52. Ocean Falls	72. 100 Mile House
13. Bralorne	33. Horse Lake	53. Quesnel	73. 108 Mile Ranch
14. Bridge Lake	34. Kersley	54. Redstone Riske Creek	74. 150 Mile House
15. Butedale	35. Kimsquit	55. Rivers Inlet	
16. Cache Creek	36. Kleena Kleene	56. Roe Lake	
17. Canim Lake	37. Klemtu	57. Savona	
18. Chezacut	38. Knight Inlet	58. Seton Portage	
19. Chilanko Forks	39. Lac La Hache	59. Sheridan Lake	
20. Clearwater	40. Likely	60. Springhouse	

First Nations

1. ?Esdilagh (Alexandria) Indian Band	13. High Bar First Nation	26. Simpcw Nation
2. Ashcroft Indian Band	14. Kanaka Bar Indian Band	27. Siska Indian Band
3. Bonaparte Indian Band	15. Kitsoo Xai'Xais Nation	28. Skuppah Indian Band
4. Boothroyd Indian Band	16. Kluskus Indian Band	29. Spuzzum Indian Band
5. Boston Bar Indian Band	17. Lytton First Nation	30. Sts'ailes First Nation
6. Canim Lake Indian Band (Tsq'escenemc)	18. Nazko First Nation	31. Stswecem'c Xgat'tem (Canoe/Dog Creek) First Nation
7. Cayoose Creek (Sekw'el'was) Band	19. Nicomen Indian Band	32. T'it'q'et First Nation
8. Clinton Indian Band	20. Nuxalk Nation	33. Tl'esqox (Toosey) Indian Band
9. Cook's Ferry Indian Band	21. Oregon Jack Creek Band	34. Tl'etinqox (Anaham) Nation
10. Esk'etemc First Nation	22. Pavillion (Ts'kw'aylaxw) Band	35. Tsi Del Del (Redstone) Nation
11. Gitga'at Nation	23. Red Bluff Indian Band	36. Ulkatcho Nation
12. Heiltsuk Nation	24. Seton Lake First Nation	37. Williams Lake Indian Band
	25. Shackan Indian Band	38. Wuikinuxv Band
		39. Xat'sull (Soda Creek) Indian Band
		40. Xaxli'p First Nation
		41. Xenl Gwet'in Nation
		42. Xwisten First Nation
		43. Yale First Nation
		44. Yunesit'in Nation



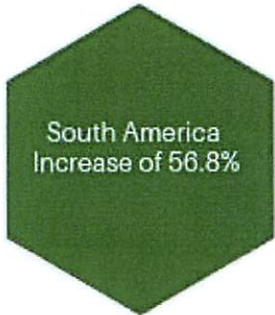
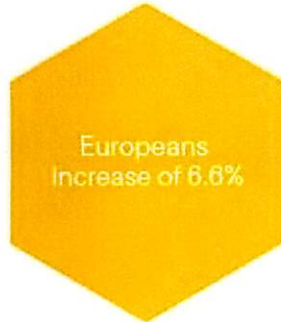
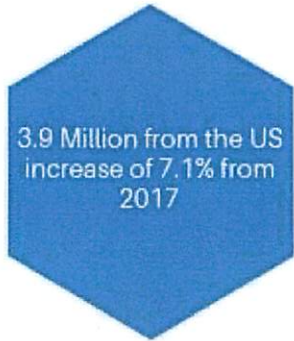
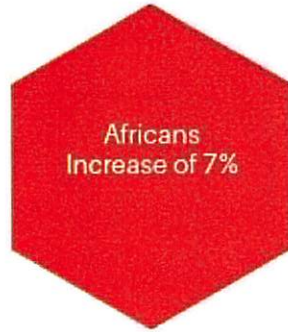
TOURISM UPDATE 2019



CARIBOO
CHILCOTIN
COAST
TOURISM ASSOCIATION

6.1 MILLION

TOURISTS IN BC 2018



2018 STATS

TOURISM IN BC & CANADA

CANADA

had
RECORD BREAKING
TOURISM RECORDS

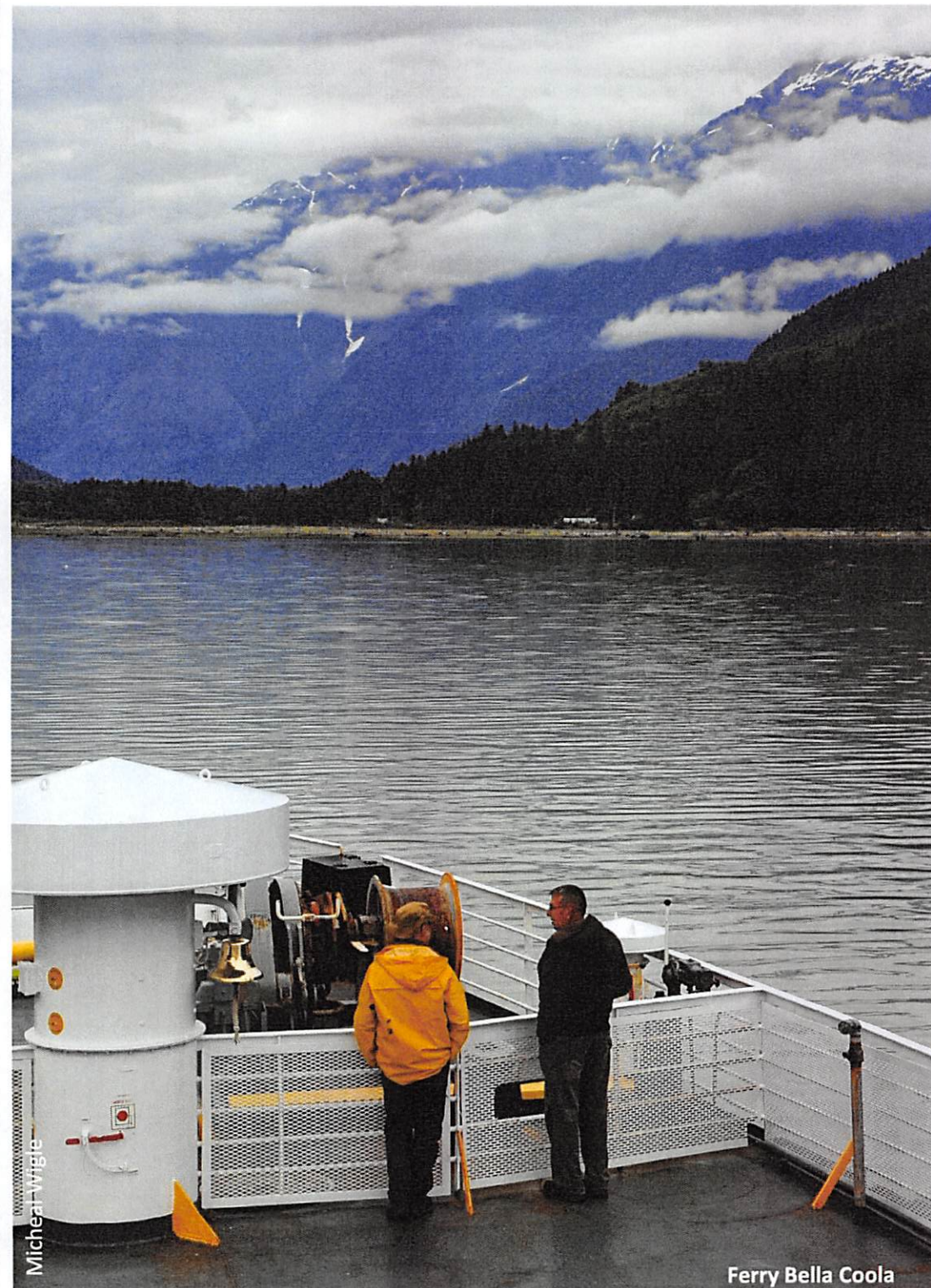
21.1 million

INTERNATIONAL TOURISTS
in 2018

credit to:
<https://vancouver.sun.com/news/local-news/record-numbers-of-international-tourists-flock-to-b-c>

Destination Development Program

The Destination Development program is a road map of strategies to help grow tourism within the region.



TOP 6 PRIORITIES

From the Chilcotin Central Coast
Strategy Document

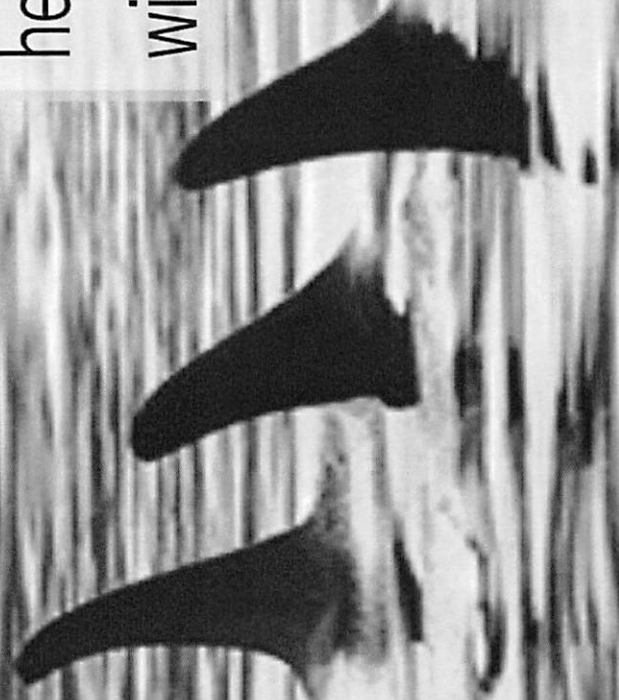


Geoff Moore

1. Public and Shared Transportation.
2. Examine Opportunities to Develop additional purchasable tourism products and services.
3. Define short term and long term enhancements to visitor activities, amenities and services.
4. Support cultural and experiential tourism development.
5. Improve visitor services and public safety.
6. Safeguard the natural environments.

THE REGIONAL VISION

The Cariboo Chilcotin Coast is a geographically distinct region that reflects and respects the unique heritage, people, and cultures found within it.



Regional Destination Development Program

GOALS

1. Strategically grow the benefits from tourism.
2. Maintain an understanding of the customer.
3. Demonstrate leadership .
4. Amplify awareness about the region.



Regional Destination Development Program

TOP 12 REGIONAL PRIORITIES

1. Optimize the MRDT Funding
2. Collaborate to harmonize the land-use management issues
3. Advance tourism management and communications activities
4. Grow visitor and stakeholder awareness between businesses and communities
5. Support the growing interest in diversifying the availability of guided outdoor recreation opportunities.
6. Continue to work with BC Ferries.
7. Improve the understanding with local citizens and businesses of the tourism eco-system.
8. Establish a framework for collaborative action between CCCTA, ITBC and ITAC.
9. Collaborate to assist businesses in becoming market and/or export ready.
10. Create a committee of interested stakeholders to work in a cluster to lengthen the tourism season.
11. Improve emergency services and safety for visitors and citizens alike.
12. Complete a regional trails strategy.

We need your help!

RESILIENCE

+ CHANGING UBCM 2019

CARIBOO CHILCOTIN COAST TOURISM ASSOCIATION

TOURISM INDUSTRY CONFERENCE

NOVEMBER 1 – 3, 2019
BARKERVILLE HISTORIC TOWN & PARK

REGISTRATION NOW OPEN

2019 TOURISM INDUSTRY CONFERENCE & AGM CONFERENCE REGISTRATION FORM

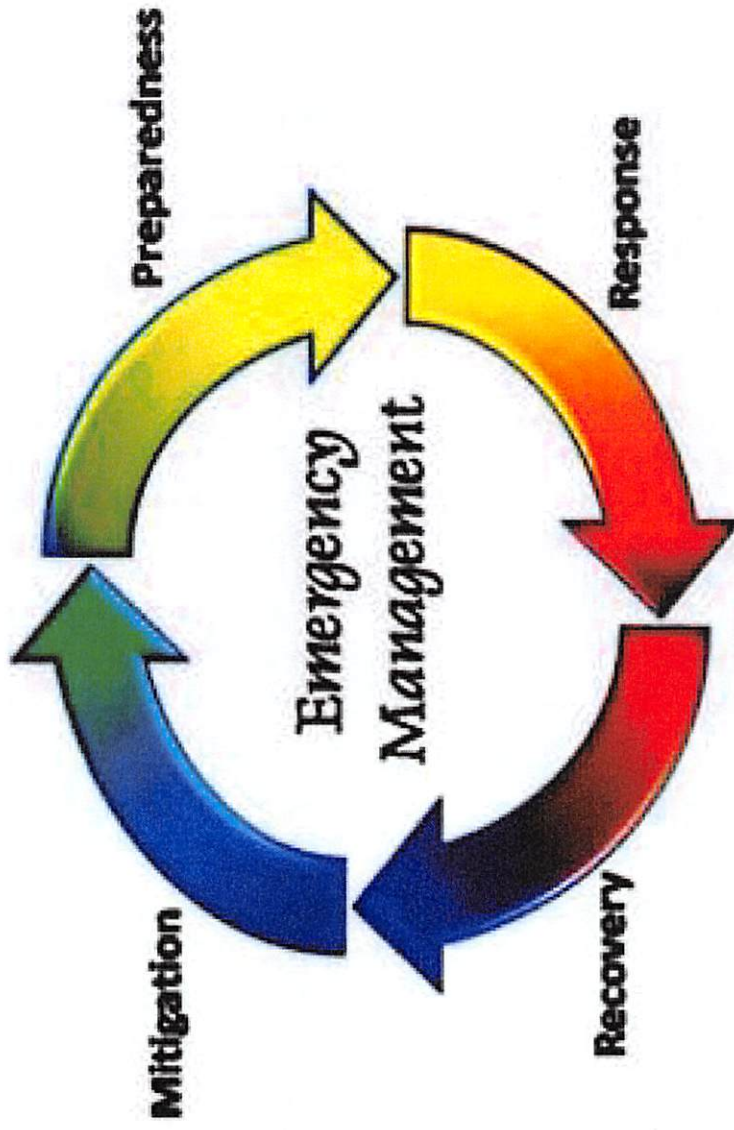
- Full Registration \$200.00 + GST (5%)
- Exhibitor Table \$100.00 + GST (5%)

- Awards Gala & Auction \$50.00 + GST (5%)
- Reception & Activity \$50.00 + GST (5%)
- Single Day Rate \$ 120.00 + GST (5%)



To register please contact Mareike
at 250.392.2226 or email
mareike@landwithoutlimits.com

Emergency Management





Michael Wigle

THANK YOU!



Tyler Cave

CCC Tourism Marketing Association
Councils & Boards 2019
July 11th, 2019

TOURISM MARKETING UPDATE

WHAT IS MRDT?

Accommodation tax or MRDT funds are used to implement marketing strategy, invest and leverage funds on behalf of stakeholders through programming and projects, enhance tourism assets, and increase overall regional visitation and thus, revenue.



MARKETING COMMITTEE

Committee representatives are nominated by tourism industry MRDT collectors.

The Committee also includes a member of the Association BOD and CEO.



CEO
Amy Thacker of
CCCTA



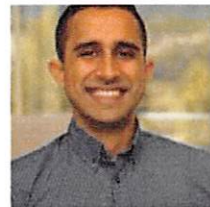
Board Liaison
James Douglas of
Barkerville Historic
Town & Park



Area A
Heather Reimer of
Tyax Lodge &
Heliskiing



Area B
Manuela Betschart
of Loon Bay Resort



Area C
Dustin Patara of
Days Inn 100 Mile
House



Area D
Andrew Cuthbertson
of 108 Golf Resort



Area E
Peggy Zorn of
Ecotours-BC



Area F
Sean Braid of
Sandman Inn
Williams Lake



Area H
Donn Irwin of
Retreat Wilderness
Inn



Area I
Jayme Kennedy of
Bella Coola
Mountain Lodge



CCCTMA STAFF

The CCCTMA has been mandated to market the CCC region at local, national, and international levels while engaging with stakeholders.

CCCTMA staff provide admin and strategic support to both the Marketing Committee and CEO.



Mareike Moore
Marketing Sales & Admin



Sydney Redpath
Marketing Director &
Executive Secretary

Marketing & Brand Campaign 2018-19

- Increase awareness
- Stimulate growth within industry
- Convert interest to bookings and sales

Includes paid social media, Global TV spots, and sales promotions.



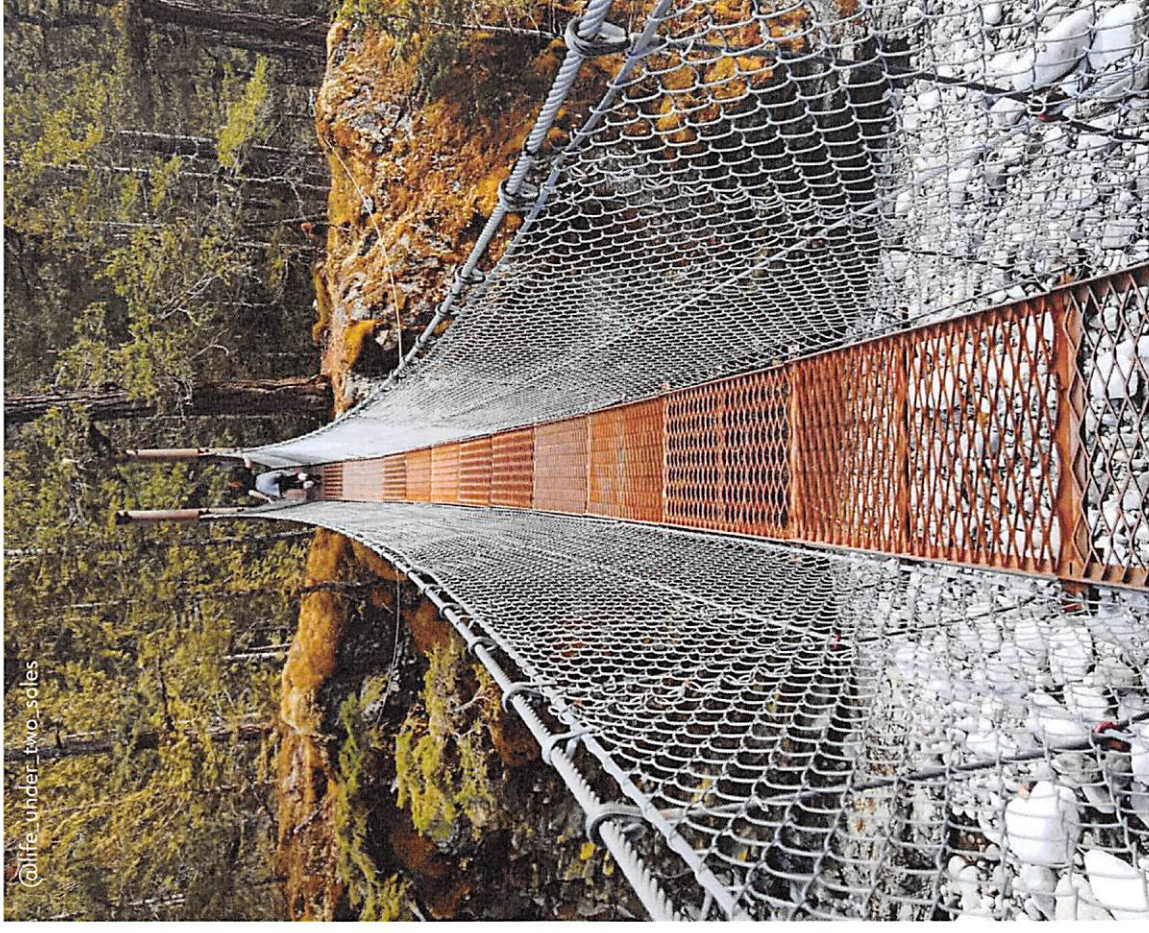
Shifting Marketing Landscape

Content creation and sharing by the public drives destination brand and experiences.

Video is now the most important tool for destination marketing and story-telling.

Organizations are seeing more success through partnerships that leverage their resources.

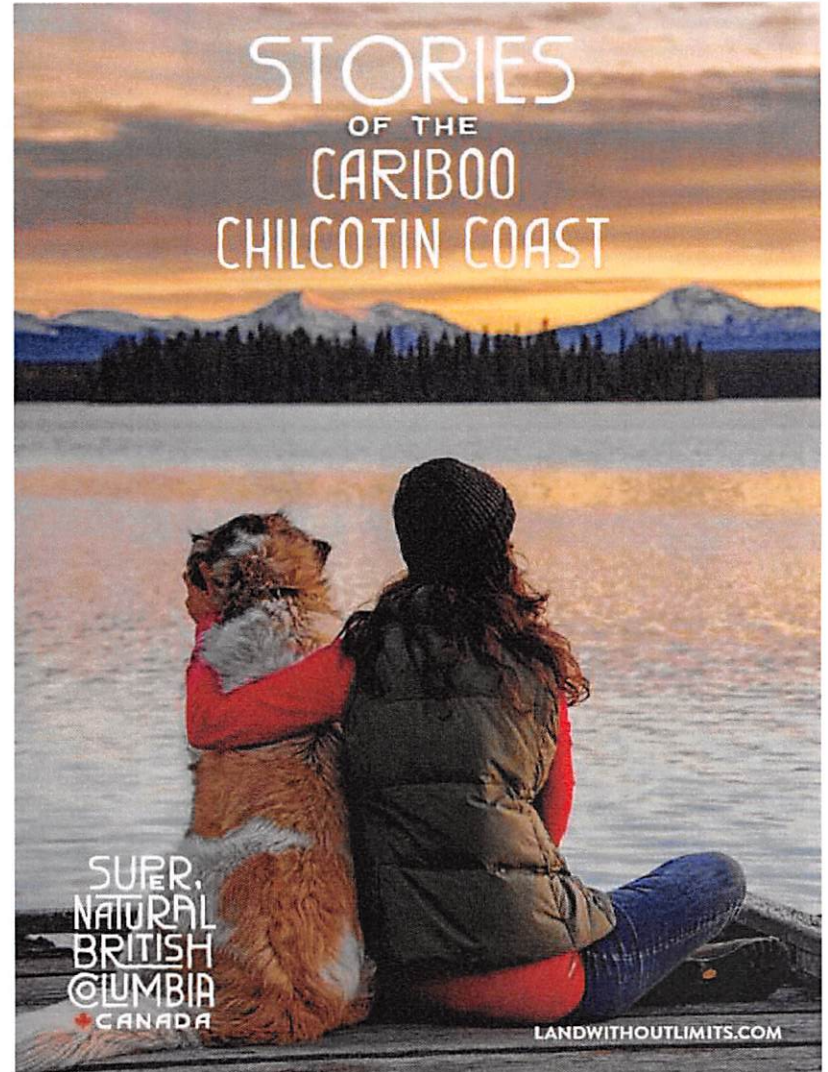
DMOs need to become thought and strategy leaders in developing local experiences.



@life_under_two_soles

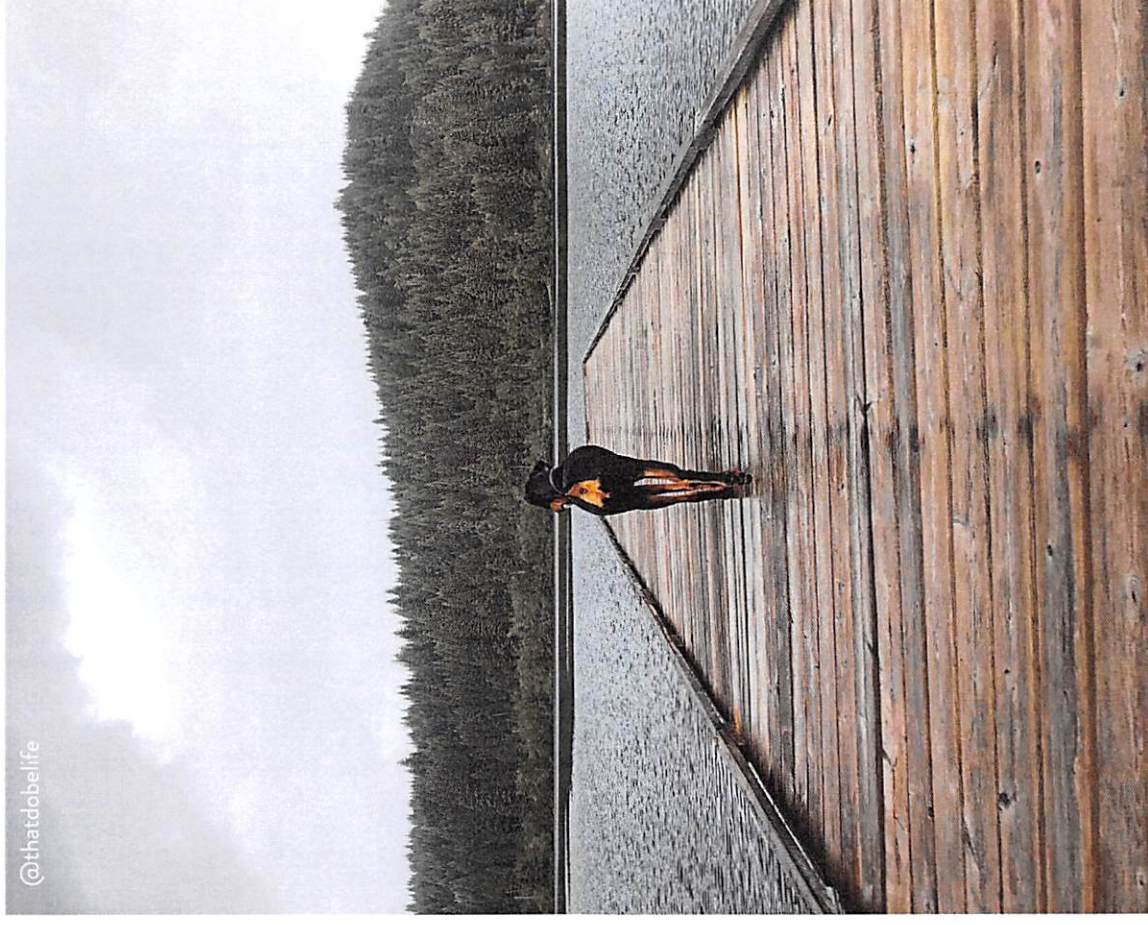
2019 Map Pad & Travel Guide

Distribution for
Spring 2019



2019/20 Planning

- Travel itineraries & stories that highlight iconic routes & experiences
- Travel packages with corporate & local business partnerships
- Consumer Show and Festival & Event funding
- Landwithoutlimits.com refresh & branding guide development





Tyler Cave

CCC Tourism Marketing Association
Councils & Boards 2019
July 11th, 2019

THANK YOU.

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: June 26, 2019 Board Meeting Date July 11, 2019

Name of person or group wishing to appear before the Board of Directors: Beat Steiner
Bella Coola Heli Sports and Tweedsmuir Park Lodge

Address: 7001 Corbould Dr, Bella Coola BC

Number of people attending: 1 Spokesperson Name: Beat Steiner

Subject of presentation: Leasing hangar space at the Bella Coola airport

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

Contact person (if different than above): _____

Daytime telephone number: 604 902 3008 (cell)

Email address: beat@bellacoolahelisports.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
JUL 11 2019
CCRD ITEM lc



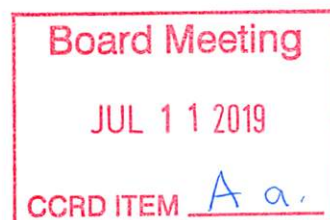
CENTRAL COAST REGIONAL DISTRICT
DRAFT REGULAR BOARD MEETING MINUTES

DATE: June 13, 2019

Wuikinuxv Nation

ATTENTION

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



REGULAR BOARD MEETING MINUTES – June 13, 2019

In Attendance:	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E	Director Daniel Bertrand Director Travis Hall Director Jayme Kennedy Director Lawrence Northeast ^{via teleconference} Chair Samuel Schooner
Staff:	Chief Administrative Officer Recording Secretary, EA Community Ec. Dev. Officer	Courtney Kirk Destiny Mack Matthew Wheelock
Public:	Chief of Wuikinuxv/Area A Constituent	Frank Johnson
Delegation:	Central Coast Communication Society	James Hindley ^{via teleconference}

PART I – INTRODUCTION

1. Call to Order

The Chair called the meeting to order at 11:12 am and acknowledged the meeting was taking place in the unceded traditional territory of the Wuikinuxv Nation. The Chair thanked the Wuikinuxv people for welcoming the Board to hold its meeting in their administration building and noted the historic significance of the first CCRD Board meeting to be held in Wuikinuxv territory.

2. Adoption of Agenda

19-06-01 M/S Directors Kennedy/Bertrand THAT the following late items be accepted and inserted in the public agenda package as follows: Request for Decision: For Administration to proceed with the establishment of a Bella Coola Valley Flood Preparation Advisory Committee under Protective Services, UBCM Invitation to meet with Cabinet Ministers and Senior Staff under Governance; Request for Decision: Make a Grant Funding Application to the Community Workforce Response Grant for Restaurant staff training under Community and Development Services. **CARRIED**

19-06-02 M/S Directors Bertrand/Hall THAT the Agenda be adopted as amended. **CARRIED**

3. Disclosures of Financial Interest

The Chair reminded Board Members of the requirements of Sections 100(2) (b) and 101(1) (2) and (3) of the *Community Charter* to disclose any 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.

PART II – PUBLIC CONSULTATION

1. DELEGATIONS

(a) Central Coast Communications Society – Mr. James Hindley, Executive Director

Mr. Hindley began his presentation at 11:05 pm.

Mr. Hindley introduced himself as the Executive Director of CCCS in the Bella Coola Valley, serving internet service since 1995. Mr. Hindley thanked the Board for accommodating his delegation and gave a quick overview of the Central Coast Communications Society.

Mr. Hindley shared that they have been providing Wi-Fi service for the Bella Coola community and CCCS members for quite some time. Mr. Hindley explained that CCCS started providing reliable and good service in 2009/2010 and it has been improving ever since.

Mr. Hindley noted that the Connect the Coast project is coming up which will also serve other communities with undersea fiber connection. CCCS wants to be ready when the fibre optic arrives, so that they will be able to just plug it into their network and have everybody enjoy the benefits of having a more satisfactory speed. The CRTC has set capacity targets of 50 mbps per client, so currently CCCS is ten times slower than that but with the infrastructure upgrades that CCCS is looking at coming with the undersea fibre, CCCS hopes to build up fibre to every home and business from Bella Coola to Firvale and possibly up to Tweedsmuir Park Lodge in the future.

Mr. Hindley explained the barrier to improved connectivity service in the Bella Coola Valley is the limited bandwidth available in the Valley, so there has not been much point in spending on infrastructure improvements. Now however, CCCS has the promise of the Connect the Coast Project. CCCS is now able to start planning for the huge increase in available bandwidth that the new fiber optic offers and how CCCS is

going to deliver these speeds to its members including businesses and societies in the community. Mr. Hindley further explained that CCCS intends to continue to use the existing wireless infrastructure that they have but with fibre built-out. As CCCS achieves milestones in building out CCCS will be able to ease the congestion on access points and increase members' speeds.

Mr. Hindley shared that CCCS started an application to start a networking build for Bella Coola and Four Mile to add fibre to every home in the two communities and that CCCS is hoping to start the build-out later this fall, depending on the success of the application to Encepta, which is through Telus. A review is necessary of CCCS network diagrams toward approval or not on poles CCCS can latch to. The target is 80%-90% which is up to Nusatsum Bend. Mr. Hindley shared CCCS intends to go past Nusatsum bend as this application is just the beginning.

[The delegation was interrupted due to technical difficulties].

19-06-03 M/S Directors Bertrand/Kennedy THAT the Board of Directors move the delegation after adoption of the minutes. **CARRIED**

[The connectivity challenges were resolved and the delegation continued the presentation. The review and adoption of the minutes proceeded after the delegation concluded.]

Mr. Hindley explained that CCCS will be building the fibre network for the entire valley and are looking for letters of support having an open discussion on the CCCS and what the Society is hoping to achieve. Mr. Hindley shared that CCCS is actively research grants, but for the time being are seeking a letter of support. Mr. Hindley noted CCCS has promises from Jennifer Rice and from Nathan Cullen for letters of support as soon as they are able. We will be looking for one from the Nuxalk Nation in addition to a letter of support from the CCRD. CCCS is also in the midst of securing letters of support from local residents, businesses and societies.

The Chair thanked Mr. Hindley for his presentation and concluded his delegation at 11:17 pm.

19-06-04 M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District draft a letter of support to assist Central Coast Communications Society in their Grant Funding Applications. **CARRIED**

(B) ADOPTION OF MINUTES

a) Regular Board Meeting May 9, 2019

19-06-05 M/S Directors Hall/Bertrand THAT the minutes from the May 9, 2019 Board Meeting be received. **CARRIED**

19-06-06 M/S Directors Hall/Bertrand THAT the minutes be adopted as presented. CARRIED

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) June Board Meeting Strategic Plan Workshop

19-06-07 M/S Directors Kennedy/Northeast THAT the CCRD Strategic Plan 2019-2022 Interactive PowerPoint workshop be received. CARRIED

In the interest of time, the Board postponed discussion and review of the strategic plan to the end of the meeting.

(b) Chair's Message

19-06-08 M/S Directors Kennedy/Bertrand THAT the Chair's Message be received. CARRIED

(c) Request for Decision: Subsidize Bella Coola Valley Spay & Neuter Off-Reserve veterinary service utilizing the unallocated 2019 Grant In Aid Funds

19-06-09 M/S Directors Northeast/Kennedy THAT the Request for Decision: Subsidize Bella Coola Valley Spay & Neuter Off-Reserve veterinary service utilizing the unallocated 2019 Grant In Aid Funds be received. CARRIED

Director Bertrand read the Disclosures of Interests Affecting Impartiality

19-06-10 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District put \$950 towards the Go Fund Me: Help Bella Bella Pets.

AND THAT it be matched to go towards the CAAT Spay and Neuter Free Clinic. CARRIED

(d) Financial Controller Job Ad and Description

19-06-11 M/S Directors Hall/Northeast THAT the Financial Controller position advertisement and description be received. CARRIED

(e) Community Housing Planner Job Ad and Description

19-06-12 M/S Directors Hall/Kennedy THAT the Community Housing Planner position advertisement and description be received. CARRIED

(f) Correspondence for Information: Local Government Dangerous Dog Appeal

- 19-06-13 M/S Directors Hall/Kennedy** THAT the Correspondence for Information: Local Government Dangerous Dog Appeal be received. **CARRIED**

(g) Correspondence for Information: 2018 Resolutions from UBCM

- 19-06-14 M/S Directors Hall/Bertrand** THAT the Correspondence for Information: 2018 Resolutions from UBCM be received. **CARRIED**

(h) Correspondence for Information: Letter of Thanks from the Bella Coola Pentecostal Assembly

- 19-06-15 M/S Directors Kennedy/Northeast** THAT the Correspondence for Information: Letter of Thanks from the Bella Coola Pentecostal Assembly be received. **CARRIED**

(i) Correspondence for Information: Western Forest Products First Annual Sustainability Report

- 19-06-16 M/S Directors Bertrand/Kennedy** THAT the Correspondence for Information: Western Forest Products First Annual Sustainability Report be received. **CARRIED**

FINANCIAL SERVICES

(j) Filing Under the Financial Information Act – SOFI 2018

- 19-06-17 M/S Directors Hall/Kennedy** THAT the Request for Decision: Filing Under the Financial Information Act – SOFI 2018 be received. **CARRIED**

- 19-06-18 M/S Directors Hall/Bertrand** THAT the Statement of Financial Information (SOFI) prepared by the CAO/CFO with assistance from the Financial Management Services Provider pursuant to the Financial Information Act (FIA) for the year ended December 31, 2018 be approved and submitted to the Ministry of Municipal Affairs and Housing. **CARRIED**

(k) CARIP Report 2018

- 19-06-19 M/S Directors Hall/Kennedy** THAT the CARIP Report 2018 be received. **CARRIED**

COMMUNITY & DEVELOPMENT SERVICES

(l) Community Economic Development Monthly Report

19-06-20 M/S Directors Hall/Kennedy THAT the Community Economic Development Officer Report be received. **CARRIED**

(m) Request for Decision – (Amended Resolution) Application for Housing Needs Report grant

19-06-21 M/S Directors Hall/Bertrand THAT the Request for Decision – (Amended Resolution) Application for Housing Needs Report Grant be received. **CARRIED**

19-06-22 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District approves the application to Housing Needs Report and will provide overall grant management should the application be successful. **CARRIED**

(n) Request for Decision: Make a Grant Funding Application to the Community Workforce Response Grant for Geographical Information System (GIS) Training

19-06-23 M/S Directors Hall/Kennedy THAT the Request for Decision: Make a Grant Funding Application to the Community Workforce Response Grant for Geographical Information System (GIS) Training be received. **CARRIED**

19-06-24 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District approves the application to the Community Workforce Response Grant for Geographical Information System (GIS) training. **CARRIED**

(o) Request for Decision – Source and make a funding application to a suitable grant funder that will support Grant Writing Training

19-06-25 M/S Directors Hall/Kennedy THAT the Request for Decision – Source and make a funding application to a suitable grant funder that will support Grant Writing Training be received. **CARRIED**

19-06-26 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District approves the application to a suitable grant funder that will support Grant Writer Training

AND THAT the Grant Writer Training be extended to Elected Officials, Staff and Directors. **CARRIED**

(p) Request for Decision: BC Hydro Development Permit

19-06-27 M/S Directors Hall/Kennedy THAT the Request for Decision: BC Hydro Development Permit be received. **CARRIED**

19-06-28 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District issue a Development Permit for BC Hydro on the basis of the attached application. **CARRIED**

(q) Request for Decision: Telus Communications Inc. Telecommunications Facility Proposal Information Package

- 19-06-29 M/S Directors Hall/Kennedy** THAT the Request for Decision: Telus Communications Inc. Telecommunications Facility Proposal Information Package be received. **CARRIED**
- 19-06-30 M/S Directors Hall/** THAT the Board of Directors of the Central Coast Regional District receive the Telus Communications Inc. Telecommunications Facility Proposal Information Package. **CARRIED**
- 19-06-31 M/S Directors Bertrand/Kennedy** THAT Administration respond to the Telus Communications Inc. Telecommunication Facility Proposal Information Package letter and advise that we do not accept the package as consultation and further advise that the Board requires that Telus organize an in person meeting with community members, CCRD representatives, and with members of Nuxalk Nation to initiate a consultation process. **CARRIED**

(r) NDIT 2019 Community Planner for Housing Program Project # 6224 20

- 19-06-32 M/S Directors Kennedy/Hall** THAT the NDIT Funding Announcement Letter be received. **CARRIED**

(r1) Request for Decision: (Late Item) Make a grant application to the Community Workforce Response Grant for Restaurant staff training

- 19-06-33 M/S Directors Kennedy/Hall** THAT the Request for Decision - (Late Item) Make a grant application to the Community Workforce Response Grant for Restaurant staff training be received. **CARRIED**

Director Kennedy read the Disclosure of Financial Interest and stepped out of the room 3:18 p.m. To maintain quorum CAO Kirk assumed the Chair.

- 19-06-34 M/S Directors Bertrand/Hall** THAT the Board of Directors of the Central Coast Regional District approves the application to the Community Workforce Response Grant for Restaurant Staff Training for the entire Central Coast. **CARRIED**

Director Schooner left the meeting at 3:22 pm
Director Schooner rejoined the meeting at 3:24 pm and resumed the Chair.
Director Kennedy rejoined the meeting at 3:25 pm

OPERATIONS

(s) Operations Manager Monthly Report

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

19-06-35 M/S Directors Kennedy/Hall THAT the monthly Operations Manager Report be received. **CARRIED**

(t) Urban Systems Project Update, Denny Island Water – June 2019

19-06-36 M/S Directors Hall/Kennedy THAT the Urban Systems Project Update Report on the Denny Island Water System be received. **CARRIED**

(u) Request for Decision: Support for Application to the Organics Infrastructure Program in Bella Coola for a centralized community composting operation

19-06-37 M/S Directors Kennedy/Hall THAT the Request for Decision: Support for Application to the Organics Infrastructure Program in Bella Coola for a centralized community composting operation be received. **CARRIED**

19-06-38 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District acknowledges that they have been briefed on the details of the application to the Organics Infrastructure Program in Bella Coola at their June 13, 2019 regular meeting, and furthermore, that the Board supports the project in principal and resolves to commit the CCRD Share (\$49,092) to the project cost. **CARRIED**

(v) Request for Decision: Re-imbusement of training expenses for volunteer fire fighters from the Bella Coola Volunteer Fire Department

19-06-39 M/S Directors Kennedy/Bertrand THAT the Request for Decision: Re-imbusement of training expenses for volunteer fire fighters from the Bella Coola Volunteer Fire Department be received. **CARRIED**

Director Bertrand left the meeting at 2:56

19-06-40 M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District decline the payment of the standard per diem meal expenses for the two volunteer firefighters who adhere to a vegan diet and were unable to partake in the meals provide as part of the 150 Mile House Fire Department Annual Training Weekend. **CARRIED**

Director Bertrand rejoined the meeting at 2:59 p.m.

TRANSPORTATION SERVICES

(w)Transportation Monthly Report

19-06-41 M/S Directors Hall/Kennedy THAT the Transportation Monthly Report be received. **CARRIED**

LEISURE SERVICES

(x) Centennial Pool Commission Meeting Minutes – May 16, 2019

(y) Centennial Pool Commission Meeting Minutes – June 4, 2019

- 19-06-42 M/S Directors Bertrand/Kennedy** THAT the Centennial Pool Commission Meeting minutes dated May 16, 2019 and the June 4, 2019 minutes be received as a group. **CARRIED**

PROTECTIVE SERVICES

(z) Emergency Management - Verbal Report

CAO Kirk provided an update on the hiring process of the new Shared Emergency Coordinator. CEDO Wheelock was assigned to facilitate the CCRD's participation on the joint-hiring committee with EMBC and Nuxalk Nation and CAO Kirk stated that she is pleased with the progress noting interviews for the position are scheduled for June 25, 2019. CEDO Wheelock gave a quick summary on the process, noting that the advertisement of the position yielded a pool of qualified applications, some from within the community and some from within BC, and some from beyond BC or out of the country. CEDO Wheelock offered some further detail on the Committee's shortlisting process and the progression to the interview process. CEDO Wheelock shared his optimism that a successful hire may come of the process.

(aa) Request for Decision: BC Flood Preparedness Committee – Late Item

- 19-06-43 M/S Directors Kennedy/Hall** THAT the Request for Decision: BC Flood Preparedness Committee be received. **CARRIED**
- 19-06-44 M/S Directors Kennedy/Hall** THAT the Board of Directors of the Central Coast Regional District approves Administration to proceed with the establishment of a Bella Coola Valley Flood Preparation Advisory Committee (BCVF-PAC).
- 19-06-45 M/S Directors Kennedy/Hall** THAT the Board of Directors of the Central Coast Regional District adopts the Bella Coola Valley Flood Preparation Advisory Committee (BCVF-PAC) draft Terms of Reference (attached) as a 'living document' for further review and revision from July through to September 2019 according to 'emergency management MoU' partner feedback. **CARRIED**
- #### **(bb) Request for Decision: Tom Mesi Property**
- 19-06-46 M/S Directors Kennedy/Hall** THAT the Request for Decision: Tom Mesi Property be received. **CARRIED**
- 19-06-47 M/S Directors Bertrand/Hall** THAT the Board of Directors of the Central Coast Regional District resolve that staff draft a letter informing of the receipt of his letter and advising Mr. Mesi about the pending establishment of the Flood Advisory

Committee who may review the submitted documents and provide advice to the Board accordingly. **CARRIED**

- (cc) **Correspondence for Information: British Columbia – Season Outlook as of June 4, 2019**
- (dd) **Correspondence for Information: Northeast Management Newsletter**
- (ee) **Correspondence for Information: Coastal Fire Status Report**
- (ff) **Correspondence for Information: BC News – Keeping Visitors to the Cariboo safe during Emergencies**

19-06-48 M/S Directors Hall/Kennedy THAT the Correspondence for Information: Season Outlook as of June 4, 2019, Northeast Management Newsletter, Coastal Fire Status Report and BC News – Keeping Visitors to the Cariboo safe during Emergencies be received as a group. **CARRIED**

GOVERNANCE

(gg) Call for Nominations for UBCM Executive

19-06-49 M/S Directors Hall/Kennedy THAT the Call for Nominations for UBCM Executive documents be received. **CARRIED**

19-06-50 M/S Kennedy/Bertrand THAT the Call for Nominations be moved to the July 11, 2019 Board Meeting. **CARRIED**

(hh) Letter of Response from Bella Coola Resource Society: Re: CCRD's seat on the BCRS Board

19-06-51 M/S Directors Bertrand/Kennedy THAT the Letter of Response from Bella Coola Resource Society: Re: CCRD's seat on the BCRS Board be received. **CARRIED**

The Board discussed the importance of a signature to assure certification of correspondence.

(ii) Request for Decision: Letter requesting Expansion of Recycling Regulation to include Industrial, Commercial and Institutional Printed Paper and Packaging

19-06-52 M/S Directors Hall/Kennedy THAT the Request for Decision: Letter requesting Expansion of Recycling Regulation to include Industrial, Commercial and Institutional Printed Paper and Packaging be received. **CARRIED**

19-06-53 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional Districts endorse the attached letter to the Ministry of Environment and

Climate Change Strategy requesting the expansion of the Recycling Regulation to include Printed Paper and Packaging originating from the Industrial, Commercial and Institutional sectors. **CARRIED**

**(jj) 2019 UBCM Requesting meeting with Ministers and Cabinet Ministers
(kk) Letter from Premier John Horgan**

19-06-54 M/S Directors Kennedy/Bertrand THAT Items (jj) 2019 UBCM Requesting meeting with Ministers and Cabinet Ministers and (kk) Letter from Premier John Horgan be received as a group. **CARRIED**

The Board discussed the importance of the CCRD 2019-2022 Strategic Plan in informing any cabinet minister and provincial staff meeting requests at UBCM 2019. The Board resumed its discussion of item Part III (C)(a) 'June Board Meeting Strategic Plan Workshop' received earlier in the meeting agenda under Administrative Services. The Board noted the lack of time remaining in the meeting due to travel constraints to and from Wuikinuxv/Rivers Inlet and discussed options for a stand-alone workshop to review the 2019-2022 CCRD Strategic Plan and bring any potential amendments forward for further review and discussion to the July 11, 2019 board meeting. A tentative date of June 26, 2019 was discussed for a stand-alone workshop for a guided review of the strategic plan.

19-06-55 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District approve CCRD Directors to participate in a strategic planning workshop as a work assignment where the 2019-2022 CCRD Strategic Plan and associated potential UBCM 2019 Cabinet Minister meetings will be reviewed for further resolution at the July 11, 2019 board meeting; and

THAT the CCRD Board approves work assignment remuneration for participating directors attending the workshop via teleconference or in person per *Bylaw 477 Board Remuneration and Expenses 2017*. **CARRIED**

(C) EXECUTIVE REPORTS

a. Electoral Area Reports

Chair and Area E Report: Chair Schooner

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

Chair Schooner stated how much of an honour it is to be on Wuikinuxv Territory. He noted the feeling of groundedness impacting perspective such as the knowledge that everyone goes through hard times. The Chair noted his deepened perspective from the experience of going to the big house in Chief Johnson's territory and hearing the wise words Chief Johnson offered. Chair Schooner further noted how much he misses Chief Johnson at the table. At this point, Chair Schooner directly acknowledged Chief Johnson stating it is always an honour to sit at the table

with him. Chair Schooner thanked Chief Johnson and his wife and the Wuikinuxv Nation for their hospitality.

Area A Report: Director Bertrand

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

Director Bertrand advised that he had recently visited Ocean Falls for pleasure purposes, noting there is a new Ice Cream Store there in the old bank building, which is now a B&B and sometimes a restaurant facility.

Director Bertrand reported that there was an estimated 8 hectares wildfire on Denny Island and it was very close to one of the Heiltsuk Reservations, Gul Chux, along the power line transmission route. As Director Bertrand understood matters, a wildfire crew was dispatched the following day and attended the scene and this was the second fire along the powerline transmission route between Ocean Falls and Bella Bella in the last 2 years. Director Bertrand noted that it was good to see the WildfireBC response as he did not recall an official response with the previous fire. Director Bertrand further noted his understanding that a member of the unofficial volunteer fire department on Denny Island was the first one on the scene; he hiked through the bush to it and reported it out to BC Wildfires Services. Director Bertrand emphasised the ongoing need for investment in fire response capability on Denny Island.

Director Bertrand invited Chief Johnson to take part in his delivery of his Area A report and provide an update on any activity in Wuikinuxv.

Chief Frank Johnson shared that he was away from Wuikinuxv for about a month. He said they are hoping to finish their youth centre. Chief Johnson noted that the water is dropping. He explained there was recently a fire and they were very lucky that the camp below had a water tank and that they were able to save that building being lucky the wind was blowing the right way.

Chief Johnson further noted their school teacher is leaving and they are getting a new teacher, sharing that there are 6 students in Wuikinuxv Nation.

Chief Johnson wondered about the working relationship between the CCRD and School District #49 as he hasn't available to attend a meeting in a while. Chief Johnson asked about the progress of the new water system for Denny Island residents. Director Bertrand responded that the water system is going well, and shared his understanding that SD#49 has awarded the construction of the Reservoir on their property and the CCRD is doing other background work and tenders for the waterline construction on Denny Island.

Director Bertrand thanked Chief Johnson for giving an update on Wuikinuxv Nation.

Chief Johnson closed his remarks sharing a concern for the salmon stating that it doesn't look good for them. He further shared that they hardly had any salmon berries this year noting that everyone is worried. Chief Johnson thanked the Board for giving him the opportunity to provide an update.

Area B Report: Director Hall

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

Director Hall noted he recently had the opportunity and privilege to attend the Ships-Source Owned Fund, noting the Clean Up Fund offers an extremely low amount of money to individuals. Director Hall stated that he's expressed concerns to the organization that facilitated reimbursement or payments to families who lost economic opportunities and/or traditional training opportunities due to the wildfires. Director Hall explained that it is an organization that has developed a way to quantify loss due to natural occurrences he believes that the organization is wanting to extend that methodology to oil spills and traditional territories.

Director Hall reported that the conversation at DAHLA went very well and the he was one of four panelists.

Director Hall further noted that he recently attended a Fisheries Reconciliation meeting, and shared the issues around politics, voting, guarantying and statements off all these funds; and the strategicness of it. He explained it is placed around elections and that they do this strategically to get votes back in their favor. He noted they did come up with several approved programs or relationship funds in his community due to a number of people's hard work.

Director Hall further shared that he attended a wellness meeting regarding mental health including assessing mental health or treating mental health issues. He explained that First Nations Health Authority is trying to incorporate traditional healing knowledge and these types of things in the main stream medicine. Director Hall shared that it is a great concept and they have been discussing this for years but it hasn't had the appropriate launch time and interest by the current medical system. More letters have been generated. Director Hall noted that Evan Adams is the chair of that organization and he speaks strongly of traditional healing and wholeness healing. Director Hall found it to be a very positive meeting.

Director Hall noted that he spoke at the SOPF (Ship Owned Protection Fund) Conference. Director Hall shared his understanding that if there was a ship that had an oil spill that body is responsible for paying for the clean-up of oil spills. Director Hall noted that he brought up the question of 'to who's standard' because they come up and do clean up according to their standards. Director Hall explained that the cleanup standard seems to allow for leaving beaches with a lot of corroded material and they don't acknowledge that.

Director Hall further noted his work with the Canadian Coast Guard, and working on the auxiliary and trying to access funds for the auxiliary. He shared that eventually he'd like a support letter to the nature of grading and bringing back the auxiliary of Bella Bella. He noted that they have movements to create other types of preventative measures; and that his community also needs to work on having their own people trained and having their people with approved equipment. Director Hall noted that they have been acquiring more equipment and more training. Director Hall further shared that they have had some training with Search and Rescue, some of that was hosted by the Canadian Coast Guard, and further noted his appreciation of this.

Director Hall shared that the Big House Opening in Bella Bella is the week of October 11. He noted that Heiltsuk Nation is going to do a local thing and something with the Haida to acknowledge their treaty. He further shared that Heiltsuk Nation will then start with Nations who have expressed interest over time to share their culture as well.

Director Hall further shared some projects that have been happening in Bella Bella, one of them is a Beach House that he noted was purchased by a joint leadership group. Director Hall shared that the beach house will be used for wellness as well as access for people harvesting, such as assisting men to get out on the water to do their traditional harvest.

Director Hall noted that funds have been acquired for a new family wellness centre, which is now extended out to the joint leadership for utilization of their services

Director Hall noted that they had a meeting with an airline to express interest, shared ideas and concepts around expanding their customer base as well as creating some other alternatives for travel on the Central Coast.

Director Hall expressed that he was very pleased that Nathan Cullen decided to come to the outer coast, to Bella Bella. Director Hall shared that Mr. Cullen noted that he was missing a meeting in order to visit Bella Bella. Director Hall further shared that he expressed gratitude to Nathan Cullen for bringing CCRD's message to Ottawa with regards to financing reconciliation. Nathan Cullen came back with creating a mechanism. He is also bringing to Ottawa attention to some of the budgetary cuts, which are already showing as a result of the approval of many of their project ideas to the government. He is also bringing forward concerns regarding monitoring marine traffic through the whole coast and protection of the water.

Director Hall thanked the Board for hearing his report and noted that he will continue the work that he has been doing.

Area C Report: Director Kennedy

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

Director Kennedy thanked Director Hall for his report and expressed that she shares the feeling of needing to draw from internal strength when encountering challenging politics.

Director Kennedy reported that she met with BCCF President Rod Krimmer about the CCRD's decision to step away from the Recourse Society. She noted that she believed he understood and they talked about the concerns and issues informing the CCRD's decision to take a step away.

Director Kennedy noted that she wanted to be in Nanaimo for the Vancouver Island Regional Library meeting; however, she had had the choice to go to the Vancouver Island Regional Library meeting or be at the Ferry Grand Opening and the announcement for the Emergency Funding through the provincial government. She was extremely flattered that Parliamentary Secretary Jennifer Rice suggested her as the MC for the emergency funding announcement event, and when she did that Director Kennedy felt she had to be there. She expressed she was really honored to MC the announcement. Director Kennedy explained that there is \$200,000 of funding allocated to

the Destination Management organizations in tourism and \$100,000 is going to our region through the CCCTA.

Director Kennedy noted that she attended two Pool Commission meetings since the last board meeting and one of them was at the pool. She noted it was quite nice to have a meeting there and see the space, not full of algae stating it looked a lot better than when the CCRD directors visited in the fall during the pool's seasonal closure. It was blue and beautiful. Director Kennedy noted that she would like to go forward working with the pool commission to more effectively promote CCRD's facility and programs noting her believe that we are losing a bit as far as communication goes in the community.

Director Kennedy noted the ferry arrived in Bella Coola and with the regular route now operating there are a lot of visitors in the valley. Director Kennedy reported that although it isn't yet high season we are seeing a lot of people in the Valley, further noting that as far as the trajectory goes she is concerned that we're going to get a lot more visitors than we can deal with. Director Kennedy noted that it's something that she thinks CCRD can keep in mind to ensure effective planning over tourism.

Director Kennedy shared that she is honoured to be meeting in Wuikinuxv Nation and gave thanks to Chief Johnson for making the CCRD board feel so welcome.

The Chair gave the floor to Chief Johnson to respond. Chief Johnson shared that Wuikinuxv Nation have nurses in residence and that while their culture used to be their own, and apart, now it's the other way around. Chief Johnson further explained that they come to Wuikinuxv every second year with student nurses, and even the doctors are attending now. Wuikinuxv people share with them about the residential school, the systemic abuse that we have gone through, police, nurses, doctors, all that. This is helping the medical system to have a better understanding of the Nation's in-community needs.

Chief Johnson asked CAO Kirk if Minister Carol James got back to her about the equalization strategy advocacy work. CAO Kirk responded that the Minister recommended a pilot, the discussion of which is planned for part of the focus on the preconvention event that CCRD is taking part in organizing at the upcoming UBCM. CAO Kirk explained that Director Hall as the Executive on the Indigenous Relations Committee for UBCM is part of the body that is overseeing the UBCM Policy Analyst who is organizing the event with input from Doug Holmes, CAO from the ACRD and CAO Kirk. A draft agenda has been submitted to the UBCM Indigenous Relations Committee that has been approved in principle and feeler discussions with potential presenters are ongoing. CAO Kirk offered to share the draft agenda with Chief Johnson for his feedback while there is still time to offer revisions to the UBCM working group on the full day's event. CAO Kirk thanked Chief Johnson for everything he did to drive the advocacy forward while on the CCRD board.

Area D Report: Director Northeast

No report.

Chair Schooner shared a poem from Rudyard Kipling:

If you can keep your head when all about you
Are losing theirs and blaming it on you,
If you can trust yourself when all men doubt you,
But make allowance for their doubting too;
If you can wait and not be tired by waiting,
Or being lied about, don't deal in lies,
Or being hated, don't give way to hating,
And yet don't look too good, nor talk too wise:

If you can dream—and not make dreams your master;
If you can think—and not make thoughts your aim;
If you can meet with Triumph and Disaster
And treat those two impostors just the same;
If you can bear to hear the truth you've spoken
Twisted by knaves to make a trap for fools,
Or watch the things you gave your life to, broken,
And stoop and build 'em up with worn-out tools:

If you can make one heap of all your winnings
And risk it on one turn of pitch-and-toss,
And lose, and start again at your beginnings
And never breathe a word about your loss;
If you can force your heart and nerve and sinew
To serve your turn long after they are gone,
And so hold on when there is nothing in you
Except the Will which says to them: 'Hold on!'

If you can talk with crowds and keep your virtue,
Or walk with Kings—nor lose the common touch,
If neither foes nor loving friends can hurt you,
If all men count with you, but none too much;
If you can fill the unforgiving minute
With sixty seconds' worth of distance run,
Yours is the Earth and everything that's in it,
And—which is more—you'll be a Man, my son!

(D) BYLAWS AND POLICIES

a) Public Hearing Summary Report

19-06-56 M/S Directors Bertrand/Kennedy THAT the Public Hearing Summary Report be received CARRIED

b) Revenue Anticipation Borrowing Bylaw No. 489

- 19-06-57** **M/S Directors Hall/Kennedy** THAT the Request for Decision: Revenue Anticipation Borrowing Bylaw No. 489 be received **CARRIED**
- 19-06-58** **M/S Directors Hall/Kennedy** THAT Bylaw 489, cited as "Revenue Anticipation Borrowing Bylaw No. 489, 2019 be now introduced and read a first time.
- 19-06-59** **M/S Directors Hall/Kennedy** THAT Bylaw 489, cited as the "Revenue Anticipation Borrowing Bylaw No. 489, 2019", having been given due and detailed consideration by the Board be now read a second and third time."
- 19-06-60** **M/S Directors Hall/Kennedy** THAT Bylaw 489, cited as the "Revenue Anticipation Borrowing Bylaw No. 489, 2019, having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Corporate Officer." **CARRIED**

c) Revisions to Policy A-12 (b) Centennial Pool Pay Scale

- 19-06-61** **M/S Directors Kennedy/Hall** THAT the Request for Decision: Revisions to Policy A-12 (b) Centennial Pool Pay Scale be received **CARRIED**
- 19-06-62** **M/S Directors Kennedy/Bertrand** THAT the Board of Directors of the Central Coast Regional District review and approve revisions to Policy A-12 (b) Centennial Pool Pay Scale. **CARRIED**

(A) IN CAMERA MATTERS

- 19-06-63** **M/S Directors Bertrand/Kennedy** THAT the Board of Directors of the Central Coast Regional District close the meeting to the public for the purposes of consideration of items that fall under s. 90(1)(j) of the *Community Charter* (information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*; and s. 90 (2) (b) of the *Community Charter* (the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; and s.90(1)(a) of the *Community Charter* relating to personal information about a identifiable individual who holds or is being considered for a position as an officer, employee, or agent of the municipality or another position appointed by the municipality). **CARRIED**

The meeting went in camera at 4:14 pm.
The regular meeting reconvened at 4:44 pm.

a) Matters Brought out of Camera

The following resolutions were released from in-camera:

19-06-64 **THAT** the Board of the Central Coast Regional District directs Administration to draft Human Rights and Dignity Principals in CCRD Procurement Policy for the Board's consideration to specifically recognize indigenous rights and business interests within the CCRD and to enhance standards for ethics, human rights and non-prejudicial conduct in procurement and contracting

AND THAT the Board of Directors of the Central Coast Regional District directs administration to draft provisions to be included in all RFP's, Invitations to Tender confirming the CCRD's standards for ethics, human rights and non-prejudicial conduct in procurement and contracting

AND THAT the Board of Directors of the Central Coast Regional District directs administration to draft provisions for all CCRD Contracts that permit sanctions or termination for any breach of the CCRD's ethical or human rights standards.

19-06-65 **THAT** the Board of the Central Coast Regional District authorize the Urban Communities Partnering for reconciliation grant funding application to finance the Central Coast Chair and Chiefs talking circle on Central Coast Local Government Electoral Area Boundaries and opportunities for change funding proposal

AND THAT the Board of Directors of the Central Coast Regional District authorize a letter stating CCRD's support for the same.

AND THAT the Board of Directors of the Central Coast Regional District authorize a letter of invitation to be sent to Heiltsuk Nation Chief and Council to take part in the tentative Chair and Chiefs talking circle on the Central Coast Local Government Electoral Area Boundaries and opportunities for change with a request for support of CCRD funding proposal for the same.

(F) ADJOURNMENT

19-06-66 **M/S Directors Kennedy/Hall** THAT the meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned at 4:46 p.m.

Chair

Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Courtney Kirk, CAO
Meeting Date: July 11, 2019
Subject: CCRD Strategic Plan 2019-2022

Recommendation:

THAT the Board of Directors of the Central Coast Regional District adopts the CCRD Strategic Plan 2019-2022

Issue/Background Summary:

On June 26, 2019 a comprehensive planning workshop was held in Bella Coola with CCRD directors to review and develop a four year strategic plan (2019-2022). CCRD Chair Schooner (Area E), Director Bertrand (Area A), Director Kennedy (Area C), Director Northeast (Area D), were in attendance. CAO Kirk supported the Board's discussion which was led by the Economic Development Officer Matthew Wheelock.

Financial/Budgetary Implications:

The financial impact of the four year strategic plan is considerable as along with regular service and administration needs, the plan forms the fundamental basis for the 2019 budget and 5 year financial plan.

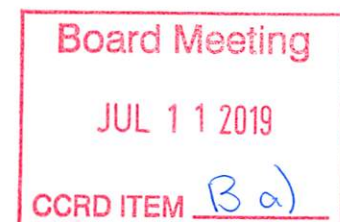
Time Requirements – Staff and Elected Officials:

The plan outlines action items (projects and priorities), sponsors (who will do it), and target dates (when deliverables hope to be achieved) and is a guidepost for both the Board and Administration in developing priorities, work plans and budgets. What is not included in the plan are the regular day-to-day Administrative tasks to keep the regional and area specific services operating and Board governance over same.

Options to Consider:

1. Not to move forward with the recommendation as stated; or
2. To substantially revise the draft plan according to directors' comments/critique and bring the revisions back for future Board consideration.

Submitted by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer



Stronger Together

Central Coast Regional District Strategic Plan 2019 – 2022

Version 1
without
changes



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To foster the sustainable socioeconomic and environmental wellbeing of the Central Coast through the professional & efficient delivery of mandated regional & community services.

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Good Governance	Transparency
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Productivity	Sustainability

Our Strategic Goals

- 1. Good Governance and Administration – Fostering Efficiency in Service Delivery**
- 2. Building Our Capacity - Strengthening Relationships and Innovative Partnerships**
- 3. Improving Our Infrastructure – Investing in Safe and Sustainable Public Works**
- 4. Effective Community Planning – Enhancing Our Social, Health, Environmental and Economic Systems**

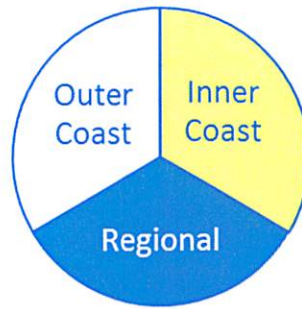


Strategic Plan Approval
March 2019

Directors	Alternate Directors
Chair, Samuel Schooner (Area E)	Hank Brook
Vice Chair, Travis Hall (Area B)	Reg Moody
Director Daniel Bertrand (Area A)	James Hadley
Director Jayme Kennedy (Area C)	Drew Kovacic
Director Lawrence Northeast (Area D)	Thomas Tallio
Chief Administrative Officer Courtney Kirk	

**Strategic plan layout utilizes the following colour coding for regional, outer-coast and Bella Coola Valley initiatives:*





Goal 1	Good Governance and Administration – <i>Fostering Efficiency in Service Delivery</i>				
Action	Priority	Sponsor	Target	Completion/Comments	
Review Strategic Plan	#1	CAO/Board	1/4ly		
Approve Staff Salary System	#1	CAO	1 st Q/19		
Review Workforce Capacity <ul style="list-style-type: none"> • PDev Training Plan • 1st Nations Sensitivity Training • Conflict Resolution Training • Succession Plan • Staff Workplans 	#1	CAO	1 st Q/19		
Lobby Province to Address Bear Encounters	#1	Board/Area C	1 st Q/19		
Review and Update By-laws and Board Policies <ul style="list-style-type: none"> • Emergency Mgt • Procedural By-Law • Fees and Charges • Zoning 	#1	CAO	4 th Q/19 4 th Q/22		
Review Outer Coast Communications Needs	#1	Travis - Board Task Force	2 nd Q/19		
Implement website upgrade project and regional rebranding project	#1	CAO/EDO	4 th Q/19		

Implement and Assess Current Public Communications and Engagement Strategy <ul style="list-style-type: none"> • Regional Board Meetings • Web Site • Chairs Message 	#2	CAO	2 nd Q/20	
Develop 1st Nations Communications Strategy	#1	CAO/Chair	4 th Q/22	

Action	Priority	Sponsor	Target	Completion/Comments
Knowledge Development Plan for Board Members	#1	Chair	1 st Q/19	Completed
<ul style="list-style-type: none"> • LGLA Governance 	#1	Board	1 st Q/19	
<ul style="list-style-type: none"> • UBCM 	#1	Board	Sept/19	
<ul style="list-style-type: none"> • FCM 	#3	Board	2020	
Review Ocean Falls governance status	#1	CAO/Area A	4 th Q/19	
<ul style="list-style-type: none"> • check letters patent – who has authority? • Are we ready for community planning? • Legal responsibility for abandoned buildings? 				
Review Legal responsibility for abandoned buildings throughout the region (i.e. Wharfs, Canneries)	#2	CAO	4 th Q/20	
Initiate Community - Interagency dialogue on derelict vessels	#3	CAO	4 th Q/21	



Goal 2	Building Our Capacity - Strengthening Relationships and Innovative Partnerships			
Action	Priority	Sponsor	Target	Completion/Comments
Finalize Action Plan for Equalization Taxation Strategy <ul style="list-style-type: none"> • Local Government Lobbying • Federal Minister Lobbying • Provincial Minister Lobbying • UBCM Support • Ministers Meetings 	#1	CAO/Board	1 st Q/19	Underway
Lobby senior government regarding funding for bear encounters	#1	Board	1 st /Q 19	
Review 1 st Nations Cultural sensitivities on bear encounters	#1	Frank/Board	2 nd Q/19	
Inter-Community Table Top Exercises & C2C Mutual Understanding Events (i.e. Emergency Preparedness)	#1	CAO/ Lawrence	4 th Q/19	



Action	Priority	Sponsor	Target	Completion/Comments
Continue to bridge gap between cultural groups, outer villages and government agencies <ul style="list-style-type: none"> • CCRD Regional Meetings • General Sensitivity Training • Nation specific Sensitivity Training (i.e. protocols, etc.) 	#1	Board/CAO CAO	On Going 2019 2022	
Review Electoral/Regional Area Boundaries	#1	CAO	4 th Q/21	
Develop Intergovernmental Service Sharing Protocols/MOU's	#1	CAO	As Needed	

Goal 3 <i>Improving Our Infrastructure – Investing in Safe and Sustainable Public Works and Services</i>				
Action	Priority	Sponsor	Target	Completion/Comments
Lobby for improved Ferry and Road Transportation connectivity	#1	Board	On Going	
Denny Island Water Upgrade <ul style="list-style-type: none"> • Petition • Construction 	#1	CAO/PW	1 st Q/19 2019/20	
TBD Construct Hagensborg Water System <ul style="list-style-type: none"> • Grant Approval • MOU with Improvement District • Construction 	#1	CAO/PW	2 nd Q/19 2019/20	
Walker Island Playground and Nusatsum Playground <ul style="list-style-type: none"> • Grant Approval • Construction 	#1	CAO/PW	2 nd Q/19 2020	
Smith Neighbourhood Survey for Safety Street Lighting	#1	Area C	2 nd Q/19	
BCV Airport Certification Approval	#1	CAO/PW	3 rd Q/19	
Capital/Infrastructure Prioritization Strategy <ul style="list-style-type: none"> • Board Approval 	#1	CAO/PW	4 th Q/ 19	
Completion of Centennial Pool Retrofit	#1	CAO/PW	4 th Q/20	

Action	Priority	Sponsor	Target	Completion/Comments
BCV Airport Lease Property Opportunities Review	#3	CAO/PW	4 th Q/20	
Ice Arena Feasibility Study Snootli Creek	#2	CAO/PW	2020	
Develop BCV Airport Management Plan (day to day management, human resourcing) and implementation strategy	#1	CAO/PW	4 th Q/19 4 th Q/2021	
Review Region Wide Air Service Needs (i.e. Harmonize Air Services to Denny Island, Bella Bella, BCV Airports and Anahim)	#1	Board/CAO/PW	On Going	
Apply for infrastructure grant for a composting system at Thorsen Creek Waste and Recycling Centre (Bella Coola) Amend service delivery framework with Nuxalk Nation to include composting at TCWRC and address other enhancement needs Composting system project implementation (if	#1	Board/CAO/PW	2 nd Q/2019 2 nd Q/2020 2 nd Q/2022	

grant funding approved)				
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Goal 4 *Effective Community Planning – Enhancing Our Social, Health, Environmental and Economic Systems*

Action	Priority	Sponsor	Target	Completion/Comments
Emergency Management Plan – Update	#1	Chair/CAO/Coordinator	4 th Q/19	
<ul style="list-style-type: none"> BCV MOU Implementation – Hire Shared Coordinator 	#1	CAO	1 st Q/19	
<ul style="list-style-type: none"> Table Top Exercise BCV to Ensure Emergency Management Executive is active and trained 	#1	Coordinator	2nd Q/19	
<ul style="list-style-type: none"> Outer Villages Table Top Exercise 	#1		1 st Q/20	
<ul style="list-style-type: none"> Implement Early Warning System for Outer Villages (Tsunami/ Marine Disaster) 	#1		1 st Q/19	
<ul style="list-style-type: none"> Implement Communication Strategy Plan 	#1		4 th Q/19	
<ul style="list-style-type: none"> Website for disseminating Information 	#1	CAO	2 nd /19	
<ul style="list-style-type: none"> Emergency Plans for Airport 	#2	CAO	2020	

Action	Priority	Sponsor	Target	Completion/Comments
Ec. Dev. Officer Business Support/ Capacity Building and Tourism Development Action Plan	#1	CAO/EDO	2 nd Q/19	
Official Community Plan BCV – Initiate <ul style="list-style-type: none"> • Base Mapping • Zoning Mapping • Hazard Mapping • Business Licensing • Derelict Buildings, Wharfs and Vessels - Reclamation Requirements 	#1	CAO/Urban Systems	2019 2021	
Assess need for OCP Planning and Zoning in critical outer areas of Region <ul style="list-style-type: none"> • Ocean falls governance structure and authorities • Derelict buildings and Marine/Harbour Structures • Reclamation conversations? (i.e. polluter pays) 	#1	CAO/Urban Systems	1 st Q/19	

Action	Priority	Sponsor	Target	Completion/Comments
Promote Health/Social Services <ul style="list-style-type: none"> • Rejuvenate BCV Recreation Commission • Review Area D Wellness Services • Lobby for Health Services • Initiate Safe Inter-Regional Transit Systems Plan 	#1	CAO/Jayme Lawrence Board CAO	2020 1 st Q/19 On going 2 nd Q/19	
BCV Rental Housing Strategy Prepare for Govt Funding Program	#2	Board	2019	
Fire Services Plan Denny Island <ul style="list-style-type: none"> • Petition Approval • Implementation 	#1	Board/CAO	4 th Q/20 2022	
Review Fire Services Needs and Feasibility in Outer Villages	#1	CAO	2 nd Q/22	
Review Impact of High-Speed Internet Cable Installation	#2	EDO	2022	

Parked Issues

1. Dangerous Dog By-Law
2. BCV Recreation Centre Feasibility

Stronger Together

Central Coast Regional District Strategic Plan 2019 – 2022

Version 2
with changes

DIEHL MANAGEMENT SERVICES



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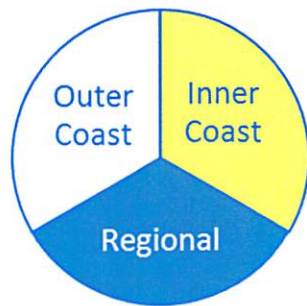
1. **Good Governance and Administration** – Fostering Efficiency in Service Delivery
2. **Building Our Capacity** - Strengthening Relationships and Innovative Partnerships
3. **Improving Our Infrastructure** – Investing in Safe and Sustainable Public Works
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Chief Administrative Officer Courtney Kirk	

**Strategic plan layout utilizes the following colour coding for regional, outer-coast and Bella Coola Valley initiatives:*



Goal 1	Good Governance and Administration – <i>Fostering Efficiency in Service Delivery</i>				
Action	Priority	Sponsor	Target	Completion/Comments	
Review Strategic Plan	#1	CAO/Board	1/4ly	Reviewed on June 26, 19	
Approve Staff Salary System	#1	CAO	1 st Q/19	March 2019	
Review Workforce Capacity <ul style="list-style-type: none"> • PDev Training Plan • 1st Nations Sensitivity Training • Conflict Resolution Training • Succession Plan • Staff Workplans 	#1	CAO	3 rd Q/19	Ongoing	
Lobby Province to Address Bear Encounters	#1	Board/Area C /CAO	3 rd Q/19	UBCM	
Review and Update By-laws and Board Policies <ul style="list-style-type: none"> • Emergency Mgt • Procedural By-Law • Fees and Charges • Zoning • Enforcement 	#1	CAO	4 th Q/20 4 th Q/22	Feasibility Study Add Enforcement Revision	
Review Outer Coast Communications Needs	#1	Travis - Board Task Force	2 nd Q/19	Area A doesn't share this problem	
Implement website upgrade project and regional rebranding project	#1	CAO/EDO	4 th Q/19	In Progress	
Implement and Assess Current Public Communications and Engagement Strategy <ul style="list-style-type: none"> • Regional Board Meetings • Web Site • Chairs Message 	#2	CAO	2 nd Q/20	In Progress	

Develop 1st Nations Communications Strategy	#1	CAO/Chair	4 th Q/22	
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Action	Priority	Sponsor	Target	Completion/Comments
Knowledge Development Plan for Board Members	#1	Chair	1 st Q/19	
<ul style="list-style-type: none"> LGLA Governance UBCM FCM 	#1 #1 #3	Board Board Board	1 st Q/19 Sept/19 2020	Completed Completed Mentorship for Chair Schooner
Review Ocean Falls governance status	#1	CAO/Area A	4 th Q/19	
<ul style="list-style-type: none"> check letters patent – who has authority? Are we ready for community planning? Legal responsibility for abandoned buildings? 				
Review Legal responsibility for abandoned buildings throughout the region (i.e. Wharfs, Canneries)	#2	CAO	4 th Q/20	
Initiate Community - Interagency dialogue on derelict vessels	#3	CAO	4 th Q/21	

Goal 2	Building Our Capacity - Strengthening Relationships and Innovative Partnerships			
Action	Priority	Sponsor	Target	Completion/Comments
Finalize Action Plan for Equalization Taxation Strategy <ul style="list-style-type: none"> • Local Government Lobbying • Federal Minister Lobbying • Provincial Minister Lobbying • UBCM Support • Ministers Meetings 	#1	CAO/Board	1 st Q/19	Underway Adopted
Lobby senior government regarding funding for bear encounters	#1	Board	1 st /Q 19	Grant In Aid
Review 1 st Nations Cultural sensitivities on bear encounters	#1	Frank/Board	3 rd Q/19	
Inter-Community Table Top Exercises & C2C Mutual Understanding Events (i.e. Emergency Preparedness)	#1	CAO/ Lawrence	4 th Q/19	In progress



Action	Priority	Sponsor	Target	Completion/Comments
Continue to bridge gap between cultural groups, outer villages and government agencies <ul style="list-style-type: none"> • CCRD Regional Meetings • General Sensitivity Training • Nation specific Sensitivity Training (i.e. protocols, etc.) 	#1	Board/CAO CAO	On Going 2019 2022	
Review Electoral/Regional Area Boundaries	#1	CAO	4 th Q/21	Plan Processing
Develop Intergovernmental Service Sharing Protocols/MOU's	#1	CAO	As Needed	



Goal 3 <i>Improving Our Infrastructure – Investing in Safe and Sustainable Public Works and Services</i>				
Action	Priority	Sponsor	Target	Completion/Comments
Lobby for improved Ferry and Road Transportation connectivity	#1	Board	On Going	High Priority (Get 2 nd vessel/boat service)
Denny Island Water Upgrade <ul style="list-style-type: none"> • Petition • Construction 	#1	CAO/PW	1 st Q/19 2019/20	Complete In Progress
TBD Construct Hagensborg Water System <ul style="list-style-type: none"> • Grant Approval • MOU with Improvement District • Construction 	#1	CAO/PW	2 nd Q/19 2019/20	Waiting to hear on the Grant
Walker Island Playground and Nusatsum Playground <ul style="list-style-type: none"> • Grant Approval • Construction 	#1	CAO/PW	2 nd Q/19 2020	
Smith Neighbourhood Survey for Safety Street Lighting	#1	Area C	4 th Q/19	
BCV Airport Certification Approval	#1	CAO/PW	3 rd Q/19	In Progress – Safety Plan In Progress
Capital/Infrastructure improvement Prioritization Strategy <ul style="list-style-type: none"> • Board Approval 	#1	CAO/PW	4 th Q/ 19	
Completion of Centennial Pool Retrofit	#1	CAO/PW	4 th Q/20	In Progress



Action	Priority	Sponsor	Target	Completion/Comments
BCV Airport Lease Property Opportunities Review	#2	CAO/PW	4 th Q/19	
Ice Arena Feasibility Study Snootli Creek	#2	CAO/PW	2020	
Develop BCV Airport Management Plan (day to day management, human resourcing) and implementation strategy	#1	CAO/PW	4 th Q/19 ASAP 4 th Q/2021	James works 7 days a week; Snooka Holdings
Review Region Wide Air Service Needs (i.e. Harmonize Air Services to Denny Island, Bella Bella, BCV Airports and Anahim)	#1	Board/CAO/ PW/CEDO	On Going	
Apply for infrastructure grant for a composting system at Thorsen Creek Waste and Recycling Centre (Bella Coola)	#1	Board/CAO/PW	2 nd Q/2019	Complete
Amend service delivery framework with Nuxalk Nation to include composting at TCWRC and address other enhancement needs			2 nd Q/2020	In Progress
Composting system project implementation (if			2 nd Q/2022	In Progress

grant funding approved)				
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Goal 4 *Effective Community Planning – Enhancing Our Social, Health, Environmental and Economic Systems*

Action	Priority	Sponsor	Target	Completion/Comments
Emergency Management Plan – Update	#1	Chair/CAO/Coordinator	4 th Q/19	In Progress
<ul style="list-style-type: none"> BCV MOU Implementation – Hire Shared Coordinator 	#1	CAO	1 st Q/19	
<ul style="list-style-type: none"> Table Top Exercise BCV to Ensure Emergency Management Executive is active and trained 	#1	Coordinator	2nd Q/19	
<ul style="list-style-type: none"> Outer Villages Table Top Exercise 	#1		1 st Q/20	
<ul style="list-style-type: none"> Implement Early Warning System for Outer Villages (Tsunami/ Marine Disaster) 	#1		1 st Q/19	
<ul style="list-style-type: none"> Implement Communication Strategy Plan 	#1		4 th Q/19	
<ul style="list-style-type: none"> Website for disseminating Information 	#1	CAO	2 nd /19	
<ul style="list-style-type: none"> Emergency Plans for Airport 	#2	CAO	2020	

Actioned: Talk with Heiltsuk (Chair/CAO)

Rivers Inlet

Action	Priority	Sponsor	Target	Completion/Comments
Ec. Dev. Officer Business Support/ Capacity Building and Tourism Development Action Plan	#1	CAO/EDO	4 th Q/19	
Official Community Plan BCV – Initiate <ul style="list-style-type: none"> • Base Mapping • Zoning Mapping • Hazard Mapping • Business Licensing • Derelict Buildings, Wharfs and Vessels - Reclamation Requirements 	#1	CAO/Urban Systems	2019 2021	In Progress
Assess need for OCP Planning and Zoning in critical outer areas of Region <ul style="list-style-type: none"> • Ocean falls governance structure and authorities • Derelict buildings and Marine/Harbour Structures • Reclamation conversations? (i.e. polluter pays) 	#1	CAO/Urban Systems	1 st Q/19	Actioned (No desire in Denny Island)

Action	Priority	Sponsor	Target	Completion/Comments
Promote Health/Social Services <ul style="list-style-type: none"> • Rejuvenate BCV Recreation Commission • Review Area D Wellness Services • Lobby for Health Services • Initiate Safe Inter-Regional Transit Systems Plan 	#1	CAO/Jayme Lawrence Board CAO	2020 1 st Q/19 On going 2 nd Q/19	
BCV Rental Housing Strategy Prepare for Govt Funding Program Senior Building	#2	Board	2019	In Progress
Fire Services Plan Denny Island <ul style="list-style-type: none"> • Petition Approval • Implementation 	#1	Board/CAO	4 th Q/20 2022	
Review Fire Services Needs and Feasibility in Outer Villages	#1	CAO	2 nd Q/22	River's Inlet Siren #1
Review Impact of High-Speed Internet Cable Installation	#2	EDO	2022	

Parked Issues

1. Dangerous Dog By-Law
2. BCV Recreation Centre Feasibility



REQUEST FOR DECISION

Meeting Date: July 11, 2019

Subject: Signing Authority with Williams Lake Credit Union

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve the removal of Rose Liu as a CCRD Signing Authority with the Williams Lake and District Credit Union.

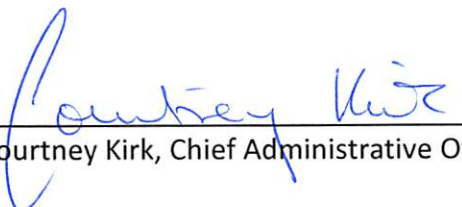
Issue/Background Summary:

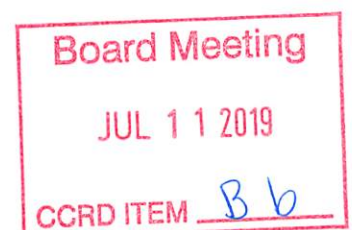
Policy, Bylaw or Legislation:

Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

Options to Consider:


Courtney Kirk, Chief Administrative Officer





CENTRAL COAST REGIONAL DISTRICT
Development Services
May 2019 REPORT

114

TO: Courtney Kirk, CAO
CC: Board OF Directors, CCRD
MEETING DATE: July 11th 2019
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.

NDIT \$20,000 Grant for Videography

The CEDO is pleased to confirm that the CCRD has been awarded the full amount of this grant.

Housing Planning Report Application

Administration in conjunction with Urban Systems has submitted a grant application for all electoral areas for a housing needs assessment (referred to as a 'Housing Planning Report'). A determination on this application has yet to be received.

Community Planner Application

Administration applied for and has received indication that we have been awarded a \$40,000 grant (with a \$10,000) contribution from the CCRD to support a Community Planner position. The Planner will work on the Board's strategic planning priorities including zoning and mapping for the Official Community Plan, tourism and capacity development and, if awarded, will help manage the housing needs assessments for all electoral areas.

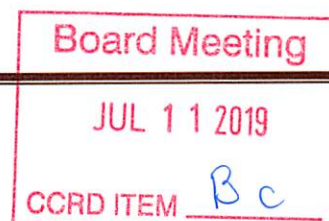
Denny Island Website

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

Bella Bella Active Community Grant - VCH

The Denny Island Recreation Commission have not been able to recruit externally for this position and are now considering identifying and sending two local people out to receive lifeguard training.

The CEDO will speak to VCH to confirm their acceptance of this alterbtive plan and will inform the Commission of VCH's response.



EDAC

The next meeting will be in held in September.

New CCRD Website

The website continues to progress and we now have a dummy version to appraise and provide feedback on. There are 52 pages of content that need to be written for the new site and Administration will be advertising for a content writer to assist with this work.

New CCRD Branding

The CEDO has sent out the advert to all the local communities for local artists to make submissions. Once selected, the chosen artist will be invited to visit all of the central coast communities to gather knowledge of the history and culture of each of the communities (which we hope will be videoed for marketing purposes) from which the new CCRD branding will be developed.

Grant Submissions to the Community Workforce Response Grant

The CEDO is please to inform the board the applications have been submitted to the CWRG for the following training programs:

- Grant Writer Training
- Business Workshops
- Hospitality Training
- Geographical Information Training

Art Installation at the Bella Coola Airport

The project is progressing well. Following conversation with the Stewardship office, we scaled back the scope of the art installation and are currently seeking approval from the Moody Family prior to proceeding.

Communications and Internet Feasibility Study

The project is progressing well and we are aiming to have the research completed by the end of July.

Exploring Additional Airlines in Bella Coola

Some community members have expressed concern about increased airline fares in recent years. The CEDO has received an enquiry from Lakes District Air & Fishing regarding the possibility of establishing a presence at the Bella Coola airport. In addition, the CEDO has been informed by the Bella Bella Airport Manager that Bella Bella is interested in starting a dialogue with Iskwew Air regarding the possibility of establishing a route to Bella Bella. The CEDO will be contacting both airlines to discuss the possibility of them servicing Bella Coola.



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

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

REQUEST FOR DECISION

To: CCRD Board of Directors
From: Courtney Kirk, CAO
Meeting Date: July 11th, 2019
Subject: CEDO to approach Canada Post to re-designate Bella Coola Valley as a non-remote community

Recommendation:

That the Board of Directors approve the CEDO to approach Canada Post to re-designate the Bella Coola Valley as a non-remote community.

Issue/Background Summary:

Residents of the Bella Coola Valley are paying excessive delivery charges based on Canada Post's current designation which does not accurately reflect us being on a Highway.

Policy, Bylaw or Legislation:

None

Financial/Budgetary Implications:

None

Time Requirements – Staff and Elected Officials:

Administration time to contact Canada Post.

Options to Consider:

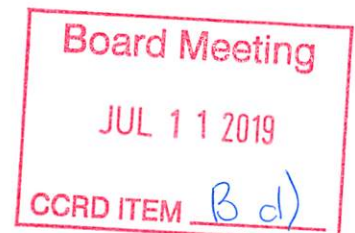
Support the CEDO seeking re-designation of the Bella Coola Valley or do not approve the CEDO approaching Canada Post.

Submitted by: _____

Matthew Wheelock, Community Economic Development Officer

Reviewed by: _____

Courtney Kirk, Chief Administrative Officer





**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
JULY 2019 REPORT**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: July 11, 2019
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Operations Monthly Report

RECOMMENDATION:

1. **THAT the July 2019 Operations Report be received.**
-

**CCRD OPERATIONS
JULY 2019 HIGHLIGHTS**

SOLID WASTE MANAGEMENT

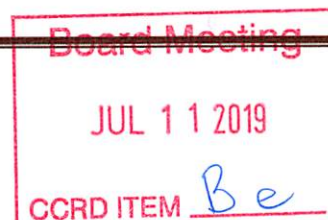
1. The two-week spring-cleaning event at Thorsen Creek Waste and Recycling Centre gave staff a chance to clean up the used oil/antifreeze collection centre and catch up on other site clean-up activities. Tipping fee revenues for the 2-week period were approximately \$5800 and incremental operating costs are estimated at \$5600. This made the event close to cost neutral, as predicted.
2. Several volunteers have been actively organizing the Share Shed at TCWRC Transfer Station. The lead volunteer expressed the desire for additional space. There appears to be strong demand for the Share Shed, but staff do not have the time to monitor or organize the facility. Staff empty the shed once a week to try and keep it from overflowing. If a long-term strategy can be developed that would keep the Share Shed organized and supervised, then a strong argument could be made to expand the facility to allow storage and display of larger items and off-season textiles such as winter coats. Currently, clothing items that are not 'in season' are in low demand and end up getting discarded after a week.

RECREATION FACILITIES

Centennial Pool: Schools took advantage of the pool through May and June, generating approximately \$9000 in rental revenue for the pool. The mechanical system, including heaters, appears to be functioning well.

Skating Rink: Nothing to report.

July 11, 2019



Walker Island Park: The park received steady use by schools through the Month of June.

Snootli Creek Park: Nothing to report.

Nusatsum Park: Nothing to report.

BELLA COOLA TOWNSITE WATER SYSTEM

1. Nothing to report.

FIRE PROTECTION

1. CCRD staff and BCVFD members are working together to access grant funding to help supply new turn-out gear to the department.

STRATEGIC INITIATIVES

CENTENNIAL POOL UPGRADE

No report at this time.

DENNY ISLAND WATER SYSTEM

Please see technical report provided by Urban Systems.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ken McIlwain". The signature is stylized with a large, sweeping underline.

Ken McIlwain, RPF,
CCRD Operations Manager

PROJECT UPDATE



Date: July 4, 2019
 To: Ken McIlwain, CCRD
 cc: Steve Dishkin, SD #49
 From: Jacob Scissons
 Subject: **DENNY ISLAND COMMUNITY WATER SYSTEM
 PROJECT UPDATE – JULY 2019**

The following is a summary of key project activities pertaining to next steps of the Denny Island Community Water System project. Milestone dates are provided for each action item.

Item	Discussion	Timeline
1.0	Permits and Approvals	
1.1	Further discussions have occurred with Vancouver Coastal Health in advance of the Waterworks Construction Permits.	
	An application for Phase 1 work, representing the School District #49 supply well, treatment plant, and reservoir infrastructure has been prepared and is pending submission for review and approval.	July 10th
	An application for Phase 2 work, consisting of the Central Coast Regional District distribution system infrastructure will be submitted for review and approval.	July 12th
1.2	Vancouver Coastal Health is supportive of the Central Coast Regional District taking on operational responsibilities of the community water system under the authority of an Operating Permit.	
	The Central Coast Regional District and School District #49 will draft an operating agreement for Vancouver Coastal Health review and comment, following respective Board endorsement.	July 30th
1.3	The Ministry of Transportation and Infrastructure has approved the proposed variance to the watermain pipe depth of cover requirement from 1.2 metres (4 feet) to 0.9 metres (3 feet). A new permit will be required, which will cite the pipe cover variance. Urban Systems is preparing the application for submission.	July 10th
1.4	The watermain pipe will need to cross large drainage culverts at Whiskey Slough and Whiskey Cove, which will require environmental approvals.	
	Urban Systems has confirmed approval requirements with Fisheries and Oceans Canada for the proposed culvert crossing methodology and is preparing application documents and supplementary drawing details.	July 12th



PROJECT UPDATE

Date: July 4, 2019
 File: 3383.0005.02
 Subject: DENNY ISLAND COMMUNITY WATER SYSTEM
 Page: 2 of 2



Item Discussion

Timeline

2.0 Procurement

- 2.1 The steel reservoir structure has been ordered and is in the production queue. Assembly of the reservoir is scheduled to commence in August with final testing / commissioning complete in September.

In order to meet this schedule, supply and installation of the buried pipe spools and construction of the gravel foundation pad will need to be expedited. A Request for Quotation for local contractors is being considered for this work.

- 2.2 Tender documents for the water system works are being prepared using the Master Municipal Construction Documents Platinum Edition form of contract.

A notice has been circulated to seek locally available labour, equipment, materials, and other services that may contribute to the water system project so that this information can be included in the tender documents for consideration by prospective bidders. Responses from the community are being fielded by Urban Systems.

The project is proposed to be tendered as two separate, but complementary projects. The School District #49 well, treatment plant, reservoir, and piping work will represent the Phase 1 works tender. The Central Coast Regional District water distribution system infrastructure will represent the Phase 2 works tender. A public tendering process is proposed, with encouragement for local engagement.

July 15th

3.0 Fieldwork

- 3.1 Survey crews will be scheduled to establish topographic ground control for construction and establish statutory rights-of-way for water infrastructure.

August

Sincerely,

URBAN SYSTEMS LTD.

Jacob Scissons, P.Eng.
 Project Manager



**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
JULY 2019
TRANSPORTATION REPORT**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: July 11, 2019
FROM: Ken McIlwain, Operations Manager
SUBJECT: Transportation Monthly Report

RECOMMENDATIONS:

1. **THAT the July 2019 Transportation Report be received.**
-

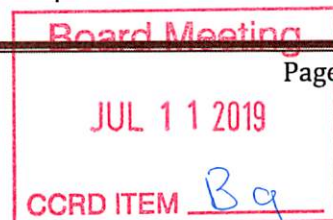
**TRANSPORTATION
JULY 2019 HIGHLIGHTS**

BELLA COOLA AIRPORT

1. Tendering for the Bella Coola Airport - west end dozing and field preparation is complete. A contract is being prepared. This work will bring the cleared area along the south side of the runway to a mowable condition.
2. Crack sealing equipment and materials were purchased and work will start soon to undertake crack sealing on runway, taxiway and apron surfaces. This work is expected to continue through the summer.
3. Playground equipment from the Bella Coola Elementary (BCE) School is being dismantled and moved to the airport in anticipation of establishing a small play area for children west of the parking lot.
4. Columbia Fuels has notified the Airport that they will no longer deliver/sell Low Lead 100 Av. In Bella Coola. CCRD has taken over Av Gas sales at the airport since purchasing the infrastructure in early 2018. Arrangements are being made to try and get Av Gas delivered in conjunction with deliveries to Anahim Lake Airport. Storage volume is a concern and will affect our ability to get competitive pricing on delivered fuel.

Av Gas sales generates revenue and profit for the airport. Having Av Gas available also helps both commercial air carriers and private aircraft visiting the airport.

July 11, 2019



Page 1

5. Mowing operations for the main Bella Coola Airport fields are currently underway.



Photo: Playground equipment being dismantled at BCE in preparation for transport.

DENNY ISLAND AIRPORT

An Invitation to Tender has been issued by the Denny Island Airport Commission/CCRD for crack sealing work on the asphalt surfaces at the Denny Island Aerodrome. Tender packages are available from Commission Chair, Doug Sharkey and bids must be submitted by July 19th.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ken McIlwain".

Ken McIlwain, RPF
CCRD Operations Manager



**CENTRAL COAST
REGIONAL DISTRICT**

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

123

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

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

REQUEST FOR DECISION

To: Courtney Kirk, CAO
CC: Board of Directors, CCRD
From: Ken McIlwain, RPF, Operations Manager
Meeting Date: July 11, 2019
Subject: Sole Source Procurement – Rockcraft Climbing Boulder

Board Meeting
JUL 11 2019
CCRD ITEM Bb

RECOMMENDATION:

THAT the CCRD Board of Directors approve administration to proceed with sole source procurement of a Rockcraft Climbing Boulder through Rockcraft distributor Swing Time Distributors Ltd.

ISSUE/BACKGROUND SUMMARY:

Part of the Bella Coola Airport: Tourism and Capacity Enhancement Project involves installation of a children's play area located west of the airport parking area. The concept design includes a climbing boulder.

Rockcraft is a Canadian manufacturer of climbing boulders and appears to be the principal supplier in BC. Numerous examples are present in parks across BC. The BC distributor is Swing Time Distributors Ltd. of North Vancouver. Swing Time has provided the CCRD with quotes several times in support of grant applications.

The concept design proposes a mid-sized boulder, suitable for a wide range of ages. The boulders are engineered and constructed from fiberglass reinforced concrete.



POLICY, BYLAW OR LEGISLATION:

CCRD Policy A-26 Purchasing and Procurement typically requires multiple quotes for purchase between \$5,000 and \$50,000. This requirement may be waived by Board resolution.

Goods or Services	\$5,000 to \$50,000	ITT, RFP or Request for Quotations (“RFQ”) and at least three written bids, proposals or quotations
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In this instance, we are attempting to purchase a very specialized product and there is only one vendor available that sells the item in BC. Staff have been unable to find any other Canadian manufacturers of climbing boulders.

FINANCIAL/BUDGETARY/ASSET MANAGEMENT IMPLICATIONS:

A mid-sized boulder as shown in the photos is priced at \$16,575 plus taxes f.o.b. Abbotsford. They can range in price right up to \$40,000. This expense is accommodated in the grant funding received from BC Rural Dividend for the Airport Enhancement Project. It is part of \$50,000 budgeted for the play area.

In light of the donated playground equipment CCRD received, we may be able to afford a slightly larger Boulder.


Staff are waiting on several other cost estimates associated with the project, and would like the flexibility to increase the boulder size if the budget is available, once other costs have been finalized.

TIME REQUIREMENTS – STAFF AND ELECTED OFFICIALS:

Staff will likely spend up to 35 hours planning, researching and supervising contractors.

OPTIONS TO CONSIDER:

1. Issue a RFP on BC Bid specifying available budget and generally what we are looking for in a climbing rock.

Submitted by: 
 Ken McIlwain, RPF, Operations Manager

Reviewed by: 
 Courtney Kirk, Chief Administrative Officer

DENNY ISLAND AIRPORT COMMISSION MEETING
June 4, 2019 – Minutes

Meeting Brought to Order: 7:10 pm

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

Guests: William Jackson, Kathy Sereda, Dave Neros, Tony Gellard, Jackie Brown, Ray (Ricochet), Josh Carpenter

Acceptance of Agenda: Accepted Motion Carried: Jean/Steve

Minutes of Last Meeting: Accepted Motion Carried: Daniel/Ingmar

Correspondence: Discussion on finances.

Election of new Chair Person: It didn't work, Sharkey is still the one!

New Business:

Contract to fill airport cracks to be let.

28 cracks identified, total 769 meters long.

Hot pour rubberized asphalt type product to be used.

Work safe BC required

Notam required

Brushing Contract

Small amount of hourly clean-up required. Motion Carried: Mark/Ingmar

Over shoot damage - ongoing

Shearwater confirms DASH-7 operations this year.

Rocks on runway

Hourly clean-up. Motion Carried: Steve/Daniel

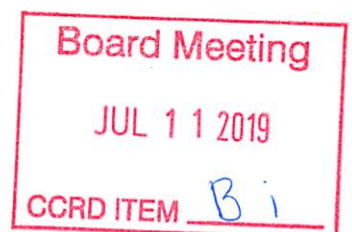
Old Business:

Steve Emery advises solar game camera plus one year's unlimited internet access for a Total of \$850.00 Motion Carried: Rusty/Mark

Outhouse solar light completed.

Rock barrier at north end completed by Steve Emery Contracting

Adjournment: 8 PM (New Chair told everyone to piss off on their free drink!!)



DENNY ISLAND AIRPORT COMMISSION

MEETING OF JUNE 4, 2019 – AGENDA

- a. Call to order
- b. In attendance
 - Guests
- c. Agenda
 - Additions
- d. Minutes of the last meeting
 - Amendments
- e. Correspondence
- f. Election of a new Chairperson
- g. New Business
 - Finalize contract specifications to fill airport cracks
 - This year's brushing contract
 - Overshoot damage
 - Shearwater confirms DASH-7 operations this year
 - Rocks on runway
- h. Old Business
 - Steve Emery to investigate camera
 - Outhouse solar light
 - Rock barrier at north end replaced by Emery Contracting
- i. Adjournment (new Chair buys a round)

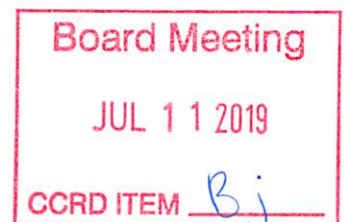
Centennial Pool Commission
Minutes
June 19, 2019

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Attendees: Karen Landsdowne, Christine Hoppe, Connie Nygaard, Nicola Koroluk,
Staff Lauren Harrison, Layla Schmidt

1. Summer Schedule: Reviewed schedule will be mailed out next week.
2. Safety Checks: Schedule to be distributed
3. Supervisors: Verbal Report staffing, services and equipment. Chlorinators need work.

Next meeting July 3 @ 5:30 at the pool.



Centennial Pool Commission

Meeting Minutes

3 July 2019

Present: C. Nygaard, N. Koroluk, K. Lansdowne, C. Hoppe,
J. Cole

1. Manager's Report – Lauren reported that lessons are going well so far this session. The chemicals are good.
2. Operations – The Commissioners did a walk through of the pool environs, completing the first of the summer's weekly pool safety inspections.
3. Safety Checks – A schedule has been prepared assigning Commissioners for each check during the summer.
4. Policies – Policy A-12(d) Children Six Years and Under was discussed and will be presented to the CCRD when completed. Policy 12 Pool Closure Due to Inclement Weather will be discussed at the next meeting.

Next Meeting Wednesday 17 July at 5:30 pm at the Pool



Emergency Management – Verbal Report

Board Meeting
JUL 11 2019
CCRD ITEM B1.

NORTHEAST EMERGENCY MANAGEMENT NEWSLETTER



WHAT'S INSIDE:

- EMBC/OGC Workshop
- EMBC Sponsored Training
- Mental Health Impacts
- Managing Access
- PERCS
- NEA Regional Breakdown

Rock slide on the Fraser River, British Columbia

EMBC/OGC CROSS-SECTOR WORKSHOP

Prince George, Lheidli T'enneh Territory, British Columbia

On May 8, 2019 EMBC in partnership with the BC Oil and Gas Commission held an emergency management workshop at Lheidli T'enneh's Uda Dune Baiyoh hall.

The cross-sector workshop provided First Nations and industry attendees with basic emergency management and Incident Command System 100 level training on day one.

On day two attendees were divided into groups for a tabletop exercise that ran them through a wildfire scenario. Each table acted as an Emergency Operations Centre and was required to make decisions through the progression of the scenario. Some of these decisions included: issuing an evacuation alert, issuing an evacuation order, completing expenditure authorization forms and resource requests, and participating in coordination calls.

Board Meeting

JUL 11 2019

CCRD ITEM *Bm*
PreparedBC

EMBC SPONSORED TRAINING

September 12: EOC Planning - Dawson Creek

September 26: Community Evacuations - Mackenzie

September 26: Information Officer - Dawson Creek

October 8: HRVA - Taylor

November 7: EOC Finance - Dawson Creek



Mental Health Impacts and Natural Disasters

Evacuations, loss, worry - BC's floods, wildfires and other natural disasters affect us all. If you are feeling stressed or anxious, you are not alone. To reduce stress and anxiety, practice the following steps:

Prepare - Having a clear emergency plan and kit ready for your family, pets and livestock can ease your mind and allow you to focus on other needs.

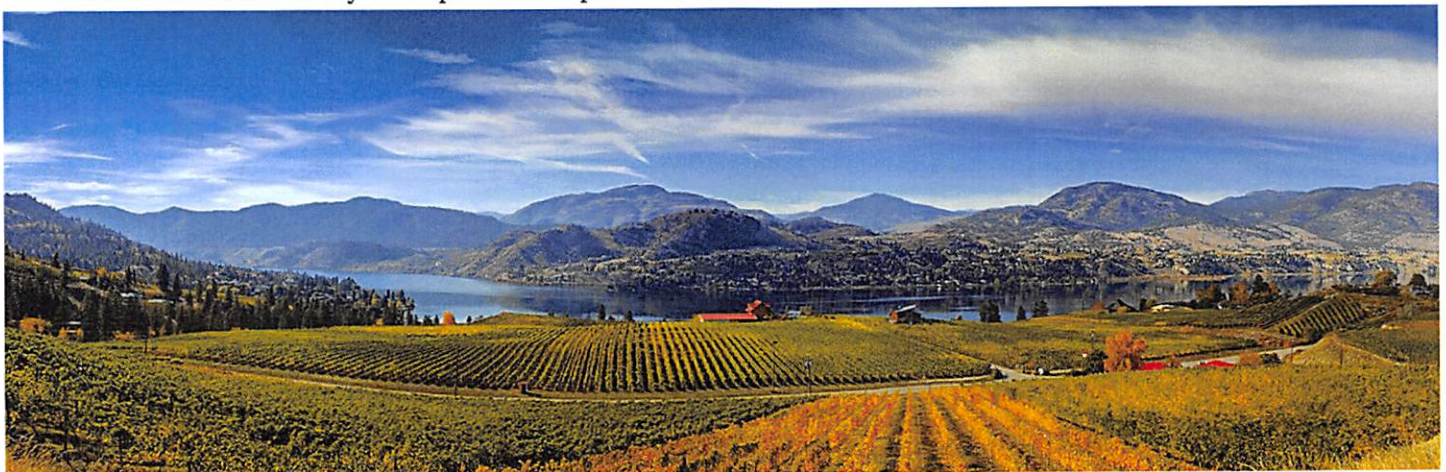
Take Care - Stress takes a toll on our physical and mental health. Eating well, exercising and getting enough sleep lowers stress and helps us cope.

Ask for help - Talking helps. Whether it's with family, friends, a doctor or counsellor. Crisis lines are available to listen and help anytime - not just during a crisis. If you have been evacuated, you can also ask an Emergency Support Services volunteer about the mental health or counselling support available to you.

Help others - Reach out to the vulnerable. Assisting others can help us regain a sense of purpose and community as we confront challenges together.

EMBC Evacuation Guidelines: Managing Access

EMBC has developed three guidelines to assist First Nations and Local Authorities to prepare for and manage their area of responsibility during an evacuation order. The first guideline released is Managing Access to Areas Under Evacuation Order. This guideline aims to provide First Nations and Local Authority communities with a recommended, standardized approach to allowing non-response-related temporary access to evacuated areas. It is not a requirement but is designed to assist each community to implement a process that works best for them.



Public Safety Lifeline Volunteer - PERCS

During disasters and other serious emergency situations, a proven reliable means of communication has been emergency radio communications, notably "amateur" or "ham" radio.

Through the Provincial Emergency Radio Communications Services (PERCS), Emergency Management BC is linked with the hundreds of volunteer amateur radio operators who are available to assist with communications in the event of an emergency.

These licensed volunteer amateur radio operators are affiliated with their local government's emergency management programs and most supply their own equipment. They train regularly and often take part in emergency exercises so they are prepared for any crisis situation that arises.

EMBC NEA Geographic Breakdown

Debbie Alexander Debbie.Alexander@gov.bc.ca	David Clark David.Clark@gov.bc.ca	Heather MacRae Heather.MacRae@gov.bc.ca	Kaylee Tower Kaylee.Tower@gov.bc.ca
Central Coast Regional District (CCRD) Cariboo Regional District (CRD) <ul style="list-style-type: none"> 100 Mile House Quesnel Wells Williams Lake First Nations <ul style="list-style-type: none"> ?Esdilagh Canim Lake Band Esk'etemc Heiltsuk Lhoosk'uz Dene Lhtako Dene Nazko Nuxalk Stswecem'c Xgat'tem T'exelc 	<ul style="list-style-type: none"> Tl'esqox Tl'etingox Tsideldel Ulkatcho Wuikinuxv Xat'sull Xeni Gwet'in Yunesit'in SAR <ul style="list-style-type: none"> Bella Coola Central Cariboo Quesnel South Cariboo West Chilcotin Northeast Radio Amateur Northeast PEP Air Regional Office Administrator Supervisor	Peace River Regional District (PRRD) <ul style="list-style-type: none"> Chetwynd Dawson Creek Fort Saint John Hudson's Hope Pouce Coupe Taylor Tumbler Ridge Northern Rockies Regional Municipality (NRRM) Other Local Authorities (within RDFFG) <ul style="list-style-type: none"> Mackenzie McBride Valemount First Nations <ul style="list-style-type: none"> Blueberry River Doig River Fort Nelson Halfway River 	<ul style="list-style-type: none"> Kwadacha McLeod Lake Prophet River Saulteau Tsaw Keh Dene West Moberly SAR <ul style="list-style-type: none"> Chetwynd Fort Nelson Mackenzie North Peace Prince George Robson Valley South Peace Tumbler Ridge Northeast BCSARA Liaison Northeast Road Rescue Oil and Gas Portfolio Emergency Management Technician Supervisor

Shared Responsibilities

Regional District Fraser-Fort George (RDFFG)

- City of Prince George

First Nations

- Lheidli T'enneh

SAR

- Cariboo Chilcotin BCSARA Liaison

NEA Region Contacts

Regional Manager: Debbie Alexander
 Email: Debbie.Alexander@gov.bc.ca
 A/Regional Manager: David Clark
 Email: David.Clark@gov.bc.ca

Regional Manager: Heather MacRae
 Email: Heather.MacRae@gov.bc.ca
 Regional Manager: Kaylee Tower
 Email: Kaylee.Tower@gov.bc.ca

Administrative Matters: EMBC.NEAadmin@gov.bc.ca
 Phone: 250-612-4172

24/7 EMERGENCY REPORTING

1-800-663-3456



Emergency
 Management BC

RECEIVED

133

JUN 19 2019

Central Coast Regional District

MY RED CROSS – NEWS

May 2019



Board Meeting

JUL 11 2019

CCRD ITEM Bn

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Posted May 21, 2019

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My Red Cross Update – May 2019

Thank you for your continued support. We are pleased to provide you with an update on changes to My Red Cross.

As we have transitioned from CPR HCP to Basic Life Support (BLS), we have removed the CPR HCP option from the drop-down menu for CPR levels. When entering courses, CPR A and CPR C are now the choices for CPR levels.

A new roster template is available on our website and replaces the previous version. The CPR HCP option has been removed in the updated version. Training Partners are asked to use the new template.

Our new in-house development team is actively investigating the issues related to our blended and online course delivery. The interface between My Red Cross and our outsourced learning management system (LMS) where our online course content is housed is a top priority for our team. We thank you for your patience as we investigate the issues and determine how to build the solution to ensure this system works effectively for all our customers.

We are currently on a four to five-week cycle for our My Red Cross upgrades and enhancements, and will ensure we provide three to five days' notice in advance of when our system will be unavailable due to upgrades.

As always, you have the support of your Program Representative and our customer experience team.

Thank you for choosing Red Cross.

Dave Percy

Vice President – Commercial Operations – Prevention & Safety

Posted May 21, 2019

What's New on Shop Red Cross

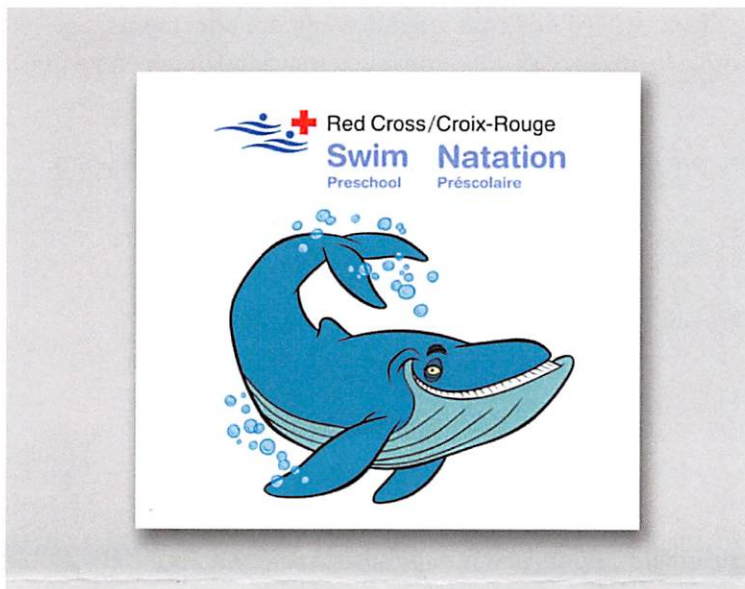
Public education promotional items

New this summer! Help promote safe aquatic environments and prevent drownings with our new poster and tattoo featuring the whale mascot.

Keep cool, stay safe, have fun poster (bilingual):



Whale tattoo (bilingual):



Reach new audiences with safety messaging about the importance of learning swimming and water safety skills and education through the Red Cross Swim Program. The following posters are now available in Traditional Chinese and Simplified Chinese:

- Be Water Safety Wise Poster
- It all begins with Red Cross Swim! Poster
- Circle of Drowning Prevention Poster

A reminder of our other items which are also available this year, while supplies last (all bilingual):

- Buckles Tattoo
- Ringo Tattoo

- Be Water Safety Wise Poster
- It all begins with Red Cross Swim! Poster
- Red Cross Swim Continuum Poster
- Swimming & Water Safety 2 Minute Poster
- Circle of Drowning Prevention Poster

All promotional items are available FREE plus the cost of shipping – while supplies last! Order online at Shop Red Cross (shop.redcross.ca) > Course Materials > Aquatics > Promotional Tools.

Lifeguard Recruitment Poster



A print version of our Lifeguard recruitment poster is now available to order. The poster is 11" x 17", laminated, English on one side and French on the other. This item is FREE plus the cost of shipping – while supplies last! The digital version of our Red Cross Lifeguard poster series is also available on My Red Cross (myrc.redcross.ca) > Marketing > Lifeguard.

Coming soon - New! Red Cross Swim Preschool Badges

Developed on request from our customers, our new Red Cross Swim Preschool badges will provide an additional, optional recognition item for our littlest swimmers. Parents and caregivers will love having a durable keepsake of their child's progress in Red Cross Swim. The design matches that of the stickers and features the animal mascots. A notice will be shared once the badges are available to order.

Please connect with us for any questions: 1-877-356-3226 or myrcsupport@redcross.ca. To place an order online, visit shop.redcross.ca.

Thank you for supporting Red Cross Programs!

Posted May 15, 2019

Now available! 2019 Seasonal Training Partner Package

Our 2019 package for seasonal Swimming & Water Safety Training Partners is now available for download: My Red Cross (myrc.redcross.ca) > News > Bulletins > Swimming & Water Safety.

Download the 2019 package

(<https://myrc.redcross.ca/en/News/bulletins/Swimming-and-Water-Safety>)

You'll find comprehensive information to support your business this summer including how to order materials, upcoming events, and recent program news and updates.

Don't miss these sections:

- My Red Cross: an overview for those who are new to the site.
- Swimming & Water Safety Public Education Campaign 2019: order your free promotional resources and help us promote water safety awareness and prevent drownings.
- What's New: Psychological First Aid and Red Cross Swim Preschool Badges (coming June 2019).
- Additional Resources and Program Updates: new promotional videos, revised worksheets, revised Aquatic Safety Plan, and more!

Please connect with us for any questions: 1-877-356-3226 or myrcsupport@redcross.ca.

Thank you for supporting Red Cross Programs!

Posted May 14, 2019

Now available! New marketing tools for Psychological First Aid

New marketing tools for Psychological First Aid (PFA) are available to assist Training Partners in promoting the PFA program to various audiences. All the tools are available at My Red Cross (myrc.redcross.ca) > Marketing > Psychological First Aid.

Buckslip/insert

Promote upcoming PFA Course offerings using this insert to print and hand out to participants at your courses. Includes a fillable field to add your next upcoming course date or contact information. Add your business logo to the image area (grey box/outline is only visible on the PDF to show suggested placement for your business logo).

Animated ad for use on digital signage and reception screens

If you have a screen in your reception area or training facility, use this animated ad to promote PFA.

Web banners

New animated web banners to promote PFA on your website. Available in three sizes - choose the size that best fits the design of your website:

- 160x600
- 250x250

- 728x90

PFA training proposal template

This template can be used with your existing First Aid clients or prospective clients who have requested more information on PFA. The template includes an overview of the program, course materials, delivery formats, and includes fillable fields for Training Partners to add pricing and contact information.

Promotional PowerPoint (PPT) slide for course media presentations

Add this PPT slide to media presentations for your courses so participants are made aware of this new course offering.

Promotional video - Psychological First Aid Training: From self-care to helping others

A short video featuring Don Marentette, Director, First Aid Programs, and Christian Clavelle, PFA Instructor Trainer, speaking about the positive impacts of PFA training. Post the link on your website, play the clip on your reception video screens or share the short media clip on your social channels. Available in English only.

- Link to two-minute video on YouTube (https://www.youtube.com/watch?v=etb7Zxk_NWs)
- Link to 47-second video clip for social platforms (Twitter, Facebook, Instagram, LinkedIn) (<https://public.3.basecamp.com/p/aiLxuZU5EnHVPFGJbtaXjxX6>)

Thank you for supporting Red Cross Programs!

Posted May 7, 2019

Next Issue of the International Journal of First Aid Education

Enjoy the newest issue of the *International Journal of First Aid Education* (IJFAE). This issue features original research into direct pressure to stop bleeding, an article on building confidence and empowering learners; and more! Click here to access the full journal (<https://digitalcommons.kent.edu/ijfae/>).

This peer-reviewed bi-annual scholarly journal publishes significant evidence-based first aid education research findings, articulates unique and innovative ideas in first aid, challenges current practices and proposed changes, and disseminates information about the latest and best use of educational technologies, modalities, and outcomes measurement.

Call for reviewers:

If anyone is interested in becoming a peer reviewer for the IJFAE, they are invited to please complete this form

(https://docs.google.com/forms/d/e/1FAIpQLSekriy8FAzIMOuL_yrHciOZeEoXYpcUcOY8YRh3UfXx1qmD7w/viewform#responses). This article in the current issue of the IJFAE highlights the peer reviewers for volume 1 (<https://digitalcommons.kent.edu/cgi/viewcontent.cgi?article=1051&context=ijfae>).

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June 5, 2019

TO: UBCM Members
ATTN: ELECTED OFFICIALS

FROM: Councillor Murry Krause
 Chair, Nominating Committee

RE: **Call for Nominations for UBCM Executive**

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Wednesday July 31, 2019**.

1. Positions Open to Nomination

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

2. Qualifications for Office

Each candidate must be an elected official from a UBCM member local government or First Nation.

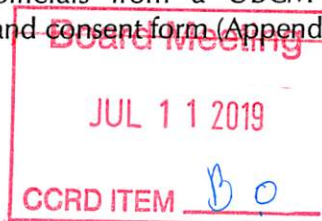
A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

3. Nomination Process

A candidate must be nominated by two elected officials from a UBCM member local government/First Nation, using the attached nomination and consent form (Appendix A).



The Nominating Committee reviews the qualifications of each candidate. The members of the 2019 Nominating Committee are:

- Councillor Murry Krause, Immediate Past President, UBCM, Chair
- Councillor Gord Klassen, North Central Local Government Association
- Councillor Shelley Sim, Southern Interior Local Government Association
- Chair Rob Gay, Association of Kootenay & Boundary Local Governments
- Mayor Jack Crompton, Lower Mainland Local Government Association
- Councillor Carl Jensen, Association of Vancouver Island & Coastal Communities

4. Advance Nominations & Nominating Committee Report

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **Wednesday July 31, 2019**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

5. Nominations Off the Floor

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Convention Program for these times.

As with advance nominations, a candidate must be nominated by two elected officials from a UBCM member local government/First Nation.

6. Further Information

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Councillor Murry Krause
Chair, Nominating Committee
60-10551 Shellbridge Way
Richmond BC V6X 2W9

Chair email: murry_krause@telus.net
Chair tel: 250.561.2772 (home)

UBCM Contact:

Marie Crawford
General Manager, Richmond Operations

Email: mcrawford@ubcm.ca
Tel: 604-270-8226 ext. 104

1 NOMINATION & CONSENT FORM FOR 2019/2020 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Elected Position (Mayor/Chief/Councillor/Director): _____

Mun/RD/First Nation: _____

Nominated for: _____

NOMINATED BY:

Name: _____ Name: _____

Elected Position: _____ Elected Position: _____

Mun/RD/First Nation: _____ Mun/RD/First Nation: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws². I will also forward by **July 31, 2019** to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

* Photo and bio will be published in the Report on Nominations.

CANDIDATE:

Name: _____ Elected Position: _____

Mun/RD/First Nation: _____

Nominated for: _____

Signature: _____ Date: _____

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: mcrawford@ubcm.ca .

Submission Deadline: July 31, 2019

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].

Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.

2. UBCM EXECUTIVE STRUCTURE

Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Health and Social Development
- Indigenous Relations
- Community Economic Development

Each Executive member generally serves on two committees.

3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2nd or 3rd week of November (2 days)
- 2nd or 3rd week of February (3 days)
- 2nd or 3rd week of May (2 days)
- 3rd full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a delegate from a local government.

UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

13 Elected Positions

President
 First Vice-President
 Second Vice-President
 Third Vice-President
 Director at Large (5 positions)
 Small Community Representative
 Electoral Area Representative
 Vancouver Metro Area Representative (2 positions)

8 Appointed Positions

Immediate Past President
 Vancouver Representative
 GVRD (Metro Vancouver) Representative
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

NOMINATION PROCESS

May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

July 31, 2019

Advance nominations close.

APPENDIX C

Following the July 31st advance nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the advance nominations deadline will be included in the Report on Nominations.

Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

ELECTION PROCESS**Step 1 – Election of Table Officers****WEDNESDAY, SEPTEMBER 25**

- 9:20 am Nominating Committee presents the list of advance nominees for Table Officer positions: President, First Vice-President, Second Vice-President, and Third Vice-President.
- 11:55 am Nominations from the floor for Table Officer positions.
- 2:30-2:45 pm Candidate speeches *(if there is more than one candidate for a position)*.
- 2:45-5:00 pm Elections for Table Officer positions *(if there is an election)*.

THURSDAY, SEPTEMBER 26

- 8:00-9:00 am Elections continue for Table Officer positions *(if there is an election)*.

Step 2 – Election of Remaining Executive Positions**THURSDAY, SEPTEMBER 26**

- 8:30 am Nominating Committee presents the list of advance nominees for the remaining Executive positions: Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative.
- 11:30-11:35 am Nominations from the floor for the remaining Executive positions.
- 11:35-12:00 pm Candidate speeches *(if there is more than one candidate for a position)*.
- 2:00-5:00 pm Elections for the remaining Executive positions *(if there is an election)*.

FRIDAY, SEPTEMBER 27

- 7:30-8:30 am Elections continue for the remaining Executive positions *(if there is an election)*.

For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.

Please review the Convention Program for final timing of events.

<p style="text-align: center;">EXTRACT FROM THE UBCM BYLAWS: EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS</p>
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UBCM BYLAWS SECTIONS 2 TO 5**2. OFFICERS:**

The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

3. EXECUTIVE:

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives ("Vancouver Metro Area Representatives") who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

- (b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).
- (c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.

- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
 - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
 - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;

ATTACHMENT D

- encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;
 - review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
 - accept qualified nominees nominated by two elected officials of members of the Union;
 - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GRVD Representative and the names of the five Area Association Directors who have each been appointed to assume the office of Area Association Director by the respective Area Association;
 - at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
 - that each general area of the Province is represented on the Executive nominated or appointed.

The Nominating Committee shall not recommend any nominee or group of nominees.

- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;

- Electoral Area Representative;
- for the five positions of Director at Large; and
- the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.
- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

5. ELECTION OF OFFICERS AND EXECUTIVE:

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area

Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.

- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.
- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.
- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.



June 10, 2019

Dear Mayors and Regional District Chairs:

I am pleased to provide you with the following information regarding the process for requesting a meeting with me during the annual UBCM Convention taking place this year from September 23 to 27, 2019 in Vancouver, British Columbia.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with Premier Horgan and other Cabinet ministers.

If you would like to meet with me at the Convention, please complete the online request form at: [MAH Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs and Housing before **July 17, 2019**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting with me, it would be helpful for you to provide as much detail as possible in the online form on the topic you wish to discuss. This will enable me to have a better understanding of your delegation's interests so that our discussions can be more productive.

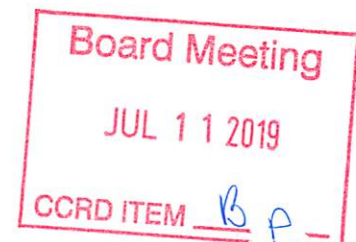
Ministry staff will soon email you the Provincial Appointment Book. This lists all government, agency, commission, and corporation staff who are expected to be available to meet with delegates at the Convention, as well as details on how to request a meeting with staff online.

This will be my third UBCM Convention as Minister responsible for local government, and I appreciate the collaboration and partnerships that we have built over these last several years. I look forward to hearing more about your challenges and accomplishments as we continue our work together to make life better for all British Columbians.

Sincerely,

Selina Robinson
Minister

pc: Honourable John Horgan, Premier
Arjun Singh, President, Union of British Columbia Municipalities



2019 PROVINCIAL APPOINTMENT BOOK

**Meeting Requests with
Provincial Government Staff
from Ministries, Agencies, Commissions and
Corporations (MACC)**

at the

2019 UBCM CONVENTION

**September 23 – 27, 2019
Vancouver Convention Centre
Vancouver, British Columbia**



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Introduction

The Provincial Appointment Book is provided to help schedule meetings at the 2019 UBCM Convention. All Provincial Government Ministries, Agencies, Commissions and Corporations (MACC) with staff attending the Convention and available to meet with local government delegates, are listed. Links to meeting requests forms with the Premier and Cabinet Ministers, and the Minister of Municipal Affairs and Housing are also included.

Meeting Requests

Honourable John Horgan, Premier and Cabinet Ministers *(except Minister of Municipal Affairs and Housing)*

Click: <https://UBCMreg.gov.bc.ca>

Invitation Code: MeetingRequest2019 (*case sensitive*)

Deadline: Wednesday, July 17, 2019

Questions: Contact the Premier's UBCM Meeting Request Coordinator, by email at: UBCM.Meetings@gov.bc.ca, or by telephone at: 250 213-3856.

Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Click: [Municipal Affairs and Housing Minister's Meeting Requests](#)

Deadline: Wednesday, July 17, 2019

Questions: Contact the Minister's UBCM Meeting Request Coordinator, Nicole Gibbings, by email at: MAH.UBCM.MeetingRequests@gov.bc.ca, or by telephone at: 778 698-3203.

Provincial Government Staff *Ministries, Agencies, Commissions and Corporations (MACC)*

Click: [Provincial Staff \(MACC\) Meeting Requests](#)

Deadline: Friday, August 23, 2019

Questions: Contact the UBCM MACC Meeting Request Coordinator, Laura Smith, by email at MAH.UBCM.MeetingRequests@gov.bc.ca, or by telephone at: 778 698-3263.

Once Provincial Government MACC Staff meetings are scheduled, confirmation will be sent to local governments **via email**.

Ministries, Agencies, Commissions and Corporations (MACC) Meeting Information

ON-SITE PROVINCIAL APPOINTMENTS DESK

Provincial Appointments Desk staff will be available to schedule meetings with Provincial Government MACC Staff at the following locations:

Monday, September 23, 2019 to Tuesday, September 24, 2019

Vancouver Convention Centre, East Building - Lobby

8:30 am – 4:00 pm

Wednesday, September 25, 2019 – Thursday, September 26, 2019

Vancouver Convention Centre, East Building – Exhibition Hall C

8:30 am – 4:00 pm

MEETING LOCATIONS WITH PROVINCIAL GOVERNMENT MACC STAFF AT CONVENTION:

Tuesday, September 24, 2019

Pan Pacific Hotel, R Level – Cypress Suite

Wednesday, September 25, 2019 to Thursday, September 26, 2019

Vancouver Convention Centre, East Building – Exhibition Hall C

Questions: Contact the MACC UBCM Meeting Request Coordinator, Laura Smith, by email at MAH.UBCM.MeetingRequests@gov.bc.ca, or by telephone at: 778 698-3263.

Ministry of Advanced Education, Skills and Training

DIVISION/BRANCH	TOPIC
Governance, Legislation and Corporate Planning Division	Post-secondary governance, legislation, sector quality assurance, private career training regulation, data support, audit, institutional accountability, corporate planning, international education, intergovernmental relations, and sector labour relations.
Post-Secondary Policy and Programs and Division Responsible for Learner Supports	25 public post-secondary institutions and their programs including skills and training, Aboriginal Education, Adult Basic Education, English Language Learning, strategic policy, StudentAid BC, Science, Technology, Engineering and Math (STEM), and medical and health.
Finance, Technology and Management Services and Division Responsible for Student Housing	Operating and capital grants to 25 public post-secondary institutions (PSIs), FTE and PSI financial health monitoring and reporting, Ministry's 10 year capital plan, PSI property acquisition and disposition, manage Ministry budget, maintain Ministry IT systems and digital information security, Administrative Service Delivery Transformation Initiative, lead Ministry's business continuity and emergency response readiness with PSIs. Leading the development of 5000 additional student housing beds on Post-Secondary campuses in B.C.
Workforce Innovation and Division Responsible for Skills Training	Development and management of targeted labour market programs, policies, the dissemination of labour market information, and oversight of the Industry Training Authority to help British Columbians advance their skills and employment and support employers to meet their workforce needs.

Ministry of Agriculture

DIVISION/BRANCH	TOPIC
Food Safety and Inspection Branch	Responsible for administration, compliance and enforcement of provincial legislation related to slaughter of meat, and food safety related to processing of seafood products. Also responsible for administration of food safety programs for farmers, ranchers and food processors under the federal/provincial/territorial Canadian Agricultural Partnerships (CAP) agreement.
Corporate Governance, Policy and Legislation	Responsible for providing corporate planning, resources and services to the Executive and ministry including ministry data reporting and dissemination, policy, legislation, Intergovernmental Relations, trade for agriculture and Seafood policy.
Plant and Animal Health	The Plant and Animal Health Branch supports the sustainability of animal and plant agriculture, while serving to protect the well-being of the people of the province through surveillance, regulatory compliance, risk assessment, and the development of strategies to address identified risks. The Plant and Animal Health Branch consists of three key programs: The Animal Health Centre, the Livestock Management and Regulatory Unit, and the Plant Health Unit.
Innovation and Adaptation Service Branch	Provides innovative solutions to the agriculture, food and seafood sectors as essential parts of the social and economic fabric of B.C.; facilitates competition, adaptation and innovation in response to economic, environmental, social influences and market change.

Ministry of Attorney General

DIVISION/BRANCH	TOPIC
Associate Deputy Minister's Office	<p>Responsible for oversight of three Crown corporations (ICBC, BC Lottery Corporation and BC Liquor Distribution Branch) and two regulatory agencies (Gaming Policy and Enforcement Branch and Liquor & Cannabis Regulation Branch):</p> <ul style="list-style-type: none"> -ICBC provides universal auto insurance to B.C. drivers and is responsible for driver licensing and vehicle registration and licensing. -The BC LDB is one of two branches of government responsible for the beverage alcohol industry. It operates 197 BC Liquor Stores, 1 BC Cannabis Store (including its online portal), two Wholesale Customer Centres and four Distribution Centres; it is one of the largest retailers in B.C. -The BC Lottery Corporation conducts and manages gambling in a responsible manner while focusing on innovation, strategic partnerships and community outreach. -The Gaming Policy and Enforcement Branch regulates all gambling in B.C., including both commercial and charitable gambling - Liquor & Cannabis Regulation Branch regulates BC's liquor industries and private retail non-medical cannabis industries. It issues liquor and non-medical cannabis licences and permits, and enforces legislative and regulatory conditions of these licences and permits. <p>The ADMO is also the co-lead (with the Ministry of Public Safety and Solicitor General) for the current Traffic Fine Revenue Sharing agreement consultation.</p>
BC Prosecution Service	<p>Approving and conducting criminal and regulatory prosecutions.</p> <p>Initiating and responding to appeals.</p> <p>Providing criminal law advice to the government.</p> <p>Developing policies and procedures on the administration of criminal justice.</p> <p>Collaborating with partners and stakeholders on justice reform initiatives.</p>
Justice Services Branch	<p>Promoting access to justice through funding and oversight of legal aid programs, collaborative solutions to criminal justice problems through the integration of justice, health and social services, and overseeing the Province's commitment to federal/provincial/territorial criminal justice reform initiatives.</p> <p>Promoting access to justice through dispute resolution alternatives, procedural efficiencies and case management in civil courts, agencies, boards, commissions, tribunals, and government ministries.</p> <p>Facilitating resolution of family disputes and operating justice access centres, family justice centres and the Parenting After Separation program.</p> <p>Facilitating the successful payment of child and spousal support orders in the province through Maintenance Enforcement and Locate Services.</p> <p>Co-leading the partnership between the province and the BC Aboriginal Justice Council to collaboratively develop a future-focused Indigenous Justice Strategy and implement a portfolio of projects intended to realize the vision. The Indigenous Justice Strategy endeavours to reduce the overrepresentation of Indigenous people in the justice system as well as improve experiences within the justice system.</p> <p>Coordinating regular Justice Summits to consult with major justice participants and stakeholders.</p>

Ministry of Attorney General Continued...

<p>Court Services Branch</p>	<p>Court Services Branch includes court administration, the BC Sheriff Service, and Headquarters. <u>Court Administration</u> includes court clerks and registry staff. Registry staff are responsible for accepting and processing court documents and forms filed in all three levels of court in the areas of criminal, civil, family, divorce, adoption, probate and bankruptcy law. Court clerks are responsible for accurately capturing detailed information for court appearances that occur in courtrooms province-wide, while managing the flow of cases in court and supporting the judiciary.</p> <p>The <u>BC Sheriff Service (BCSS)</u> is responsible for ensuring the safety and security of the public, the judiciary, crown counsel and CSB staff in courthouses and other court venues across the province. Duties include escorting accused persons, convicted persons and persons confined under the <i>Mental Health Act</i> between court locations and correctional institutions as well as escort to hospitals. BCSS oversees the jury administration and selection process for Supreme Court criminal and civil trials as well as Coroner's Inquests. They also conduct threat assessments for high-security/high-profile trials and individuals through the Integrated Threat Assessment Unit.</p> <p>CSB Headquarters supports day-to-day frontline service and undertakes financial management, data analytics, facilities planning, and human resource support as well as business and technology transformation, policy/ legislative development, and training.</p>
<p>Legal Services Branch</p>	<p>Responsible for advising the B.C. government, its ministers and officials on all matters of law. LSB provides legal and legislative services to government and supports the Attorney General in his role as official legal advisor to government.</p>

Ministry of Children and Family Development

DIVISION/BRANCH	TOPIC
Strategic Priorities / Strategic Initiatives	<p>The Strategic Initiatives Branch is responsible for leadership, oversight and coordination of key ministry priorities and leads a variety of complex, large-scale and cross-divisional projects in collaboration across the ministry. The branch's current projects are:</p> <ul style="list-style-type: none"> • reviewing funding provided to Family-Based Caregivers; • improving Youth Transitions; • supplementary youth-focused projects
Strategic Priorities/ Strategic Services Branch	<p>The Strategic Services Branch consists: Strategic Planning & Engagement, Project Management & Lean Services, Implementation and Change Management, Intergovernmental Relations:</p> <p>Strategic Planning & Engagement directs planning, reporting, internal communications and staff engagement. This team provides strategic advice to executive; leads ministry-wide planning and assists divisions when required; reports on priority initiatives; directs internal engagement; and manages internal web services.</p> <p>Project Management & Lean Services supports the development of new projects and the continuous improvement of existing ministry services and programs. This team handles priority projects; promotes project management practice; helps divisions streamline processes; facilitates Lean and project management capacity building; and creates and provides resources for Lean improvement.</p> <p>Implementation & Change Management coordinates the rollout of new initiatives and plans for their human impact. This team develops the quarterly Implementation Schedule; manages implementation through the Implementation Table; communicates priorities ministry-wide; develops plans for engaging and supporting staff during change; supports leaders managing organizational transitions; offers training and online tools for change management; and measures impact of implementation and change activities.</p> <p>Intergovernmental Relations supports the ministry's formal relations and executive engagements with other governments. This team provides leadership in intergovernmental collaborations; leverages opportunities to advance ministry priorities; contributes to the development of positions; manages contributions to national and international reporting; and shares developments in social sectors of other governments.</p>
Strategic Priorities/ Strategic Integration Branch	<p>The Strategic Integration Branch works collaboratively with senior leadership and subject matter experts across the ministry and within the division to enhance collaboration and integration across the four strategies of the Strategic Framework. The branch is responsible for: tracking, issues management and reporting of key Framework milestones and deliverables; ensuring the voice of Service Delivery Division and Practice is included in the development and implementation of the Framework; and oversight and coordination of consultations across the ministry on all major strategies and work plans.</p>

Ministry of Children and Family Development Continued...

Policy and Legislation	<p>Child Welfare and Adoption Policy. Child and Youth Mental Health Policy and school-based mental health (EASE program) Legislation and Litigation. Research, including the ministry's research approval process</p>
Early Years and Inclusion	<p>The Early Years and Inclusion Division leads the development and implementation of BC's Childcare BC plan, policy and provincially-delivered programs for the early years and children and youth with special needs.</p> <p>Childcare BC:</p> <ul style="list-style-type: none"> • New Spaces Fund • Funding for UBCM Child Care New Spaces Grants • Funding for UBCM Child Care Planning Grants • BC Maintenance Fund • Start-up Grants • Child Care Fee Reduction Initiative • Affordable Child Care Benefit • Child Care Operating Funding • Early Childhood Educator (ECE) Wage Enhancement • Funding for ECE Bursaries • ECE Registry <p>Early Years Policy and Programs:</p> <ul style="list-style-type: none"> • Early Years Service Framework • Aboriginal Service Innovations – Early Years grants • Aboriginal Head Start <p>Policy and Provincial Programs for Children and Youth with Special Needs (CYSN):</p> <ul style="list-style-type: none"> • CYSN Service Framework • Autism Funding Program • Medical Benefits Program • Autism Information Services <p>Provincial Deaf and Hard of Hearing Services</p>
Service Delivery Division	<p>Service Delivery Division is committed to providing children, youth and families across the province with an effective, integrated and coordinated service delivery system. The division is responsible for the delivery of community services, working closely with Delegated Aboriginal Agencies, foster caregivers and the community social service sector. Divisional staff also work in collaboration with other ministry divisions, social sector partners, schools, Health Authorities, and First Nations communities to implement ministry and government strategic initiatives.</p>

Ministry of Citizens' Services

DIVISION/BRANCH	TOPIC
Corporate Information and Records Management Office	Provides corporate information management services to government including: Freedom of Information; proactive disclosures of information; privacy, records management and elements of information security. Additional related responsibilities include the development of corporate information management strategies, legislation, policies, standards, training and compliance.
Service BC (SBC)	Service BC is government's chief provider of citizen and business centred services. The division enables the design and delivery of accessible, responsive and cost-effective services, making it easier for citizens and businesses to interact with government. Through a provincial network of 65 offices and the provincial contact center, SBC provides hundreds of services for more than 30 partner ministries and agencies. These services can range from improving citizens' experiences accessing income assistance services through partnership with Ministry of Social Development and Poverty Reduction to the renewal of a driver's licence on behalf of ICBC. Through BC Registries and Online Services, we register and maintain businesses, societies and personal property through BC online and other online services. SBC also delivers secure and privacy-enhancing identity services for citizens and businesses to support access to digital government services and information.
Procurement and Supply	The Division plays a leadership role in government procurement and supply services. These activities serve the provincial government, the broader public sector, the public and, in some cases, municipalities. For example, municipalities use BC Bid to provide vendors with information on upcoming procurement operations and Asset Investment Recovery to dispose of municipal surplus assets in a convenient, environmentally friendly manner that returns a fair market value to the municipality.
Real Property	The Real Property Division provides everything needed to design, set up and manage a government workplace. RPD is responsible for the Province's real estate portfolio (excluding schools, post-secondary institutions and hospitals), office space inventory, parking, related legislation, furniture procurement, project and construction management, and real estate services for special-purpose facilities (such as courthouses, laboratories and correctional facilities). RPD provides cost-effective services for environmental management, leasing, facilities management, strategic real estate advice, acquisitions, dispositions and workplace planning. RPD's client base includes ministry (mandated) as well as broader sector (voluntary) customers.
Office of Chief Information Officer	The OCIO supports the transformation of government services through integration, collaboration and innovation. It leads strategy, policy and standards that support digital government and information management including information technology, IT security, integrated data, privacy and the management of the Information Management/IT investment portfolio for the Province. The OCIO is responsible for the Province's technology infrastructure and provides a range of corporate enablers to support digital service delivery and business transformation for government and Broader Public Sector organizations.
Information, Communication and Technologies	Provides leadership and expertise for the expansion, coordination and provisioning of telecommunications services, vendor management, innovation, and technology that enable the digital transformation of government work environments and communities in every corner of the Province. The Division provides guidance on planning for telecommunications infrastructure investment to municipal and regional governments and oversees the Connecting British Columbia program. The Division further provides a leadership role in supporting government and broader public sector goals for economic development, health, education and public safety by enabling an innovative and digital government through maximizing value from IT investments and closing the digital divide for British Columbians.

Ministry of Education

DIVISION/BRANCH	TOPIC
Libraries Branch	The Libraries Branch works together with public library boards, library staff and local government to improve and ensure the public's access to information, resources, and services under the <i>Library Act</i> . Responsible for areas covering legislation, provincial funding, digital infrastructure, provincial-wide services and provincial policies.
Capital Division	The Capital Division establishes and administers the Ministry of Education's Capital Program, estimated at \$550 million annually, and includes the following program areas: Annual Facilities Grant, Seismic Mitigation, New and Additional Schools, Replacement Schools, Routine Capital Investment, Building Envelope Program, Bus Replacement Program and the Carbon Neutral Capital Program. The Division establishes the Capital Objectives, the priorities for capital investment across the province through the ministry's Capital Planning process, establishes the Capital Standards, defines the scope of capital investments, establishes contractual relationship with school districts, enforces contractual requirements and processes payments.
Resource Management and Corporate Services Division	The Resource Management and Corporate Services Division is responsible for the oversight and management of approximately \$6 billion in operating funding to the K-12 sector; the K-12 funding formula; and school district shared services initiatives. In addition, the division is responsible for the ministry's overall budget and financial oversight and a wide range of corporate services: financial services; strategic human resources; correspondence; Freedom of Information requests; risk management; and planning/reporting.

Ministry of Energy, Mines and Petroleum Resources

DIVISION/BRANCH	TOPIC
Mines Competitiveness and Authorizations Division	Public Geoscience, Policy and Competitiveness, Indigenous Engagement, Tenures Process, Fair, effective and transparent authorizations, Regional operations and Mineral Development.
Electricity and Alternative Energy Division	<p>The Division is responsible for British Columbia's electricity and alternative energy sectors, including BC Hydro. These sectors are made up of diverse interests that develop electricity generation, transmission and distribution infrastructure, clean or renewable energy sources, including biomass, biogas, hydrogen, geothermal, hydro, solar, ocean, wind and low-carbon transportation fuels, and advance energy efficiency.</p> <p>The Division focuses on increasing electrification and energy efficiency across the economy, reducing the carbon intensity of transportation fuels, expanding electric vehicle infrastructure, and implementing programs to reduce energy use and greenhouse gas emissions in the residential, commercial and industrial sectors.</p> <p>The Division is responsible for B.C.'s low-carbon energy market transformation, driving a range of actions to support all stages of clean energy development and adoption. The Division also administers the Innovative Clean Energy (ICE) Fund, a special account used to further the energy and environmental priorities of the government.</p>
Oil Infrastructure Group	Responsible for facilitating the development and implementation of interprovincial oil pipelines and related infrastructure projects that benefit British Columbia through liaising with oil transmission pipeline proponents and providing the central point of contact on proposed interprovincial oil transmission pipelines to British Columbia's coast.

Ministry of Energy, Mines and Petroleum Resources Continued...

<p>Oil and Gas Division</p>	<p>Responsible for management of the province's oil and gas resources, including disposing and administering subsurface oil and gas tenures, facilitating infrastructure development to improve access to oil and gas resources; developing and implementing policies and programs, including the province's royalty regime; consulting with First Nations and other stakeholders; and engaging in external relations and providing information to the public. Develops legislation and regulations for B.C.'s oil and gas industry and sets policy for the province's regulator, the BC Oil and Gas Commission.</p> <p>Also responsible for negotiating and implementing agreements with other governments, First Nations, and non-governmental organizations regarding the fiscal, regulatory, scientific, health, safety, environmental, socio-economic, and financial aspects of oil and gas development.</p> <p>Responsible for development of the province's liquefied natural gas (LNG) industry and other industries that add value to British Columbia's oil and gas resources to strengthen and further diversify the provincial economy, including engagement with proponents, joint venture and investment interests, and liquefied natural gas and value-added gas importing countries; project implementation; and the development of a value-added oil and gas industry.</p> <p>Supports engagement on cross-jurisdictional issues relating to liquefied natural gas and value-added oil and gas, including financial and economic analysis; and relationship building with stakeholders and participation in relevant conferences and forums.</p>
<p>Strategic and Indigenous Affairs Division</p>	<p>Responsible for leadership and support in strategic planning and reporting; marketing and outreach, budget estimates; risk framework; supporting Clean BC ; regulatory reform; managing Crown Corporation planning and reporting requirements; Provides leadership and support in cross ministry policy and intergovernmental relations; building investor confidence in mining through outreach; and positioning B.C.'s interests/objectives in the Canadian Energy Strategy and Energy and Mines Ministers' Conference.</p> <p>Also, responsible for the management of the ministry's Indigenous relations; contributing to reconciliation with Indigenous nations; support for Indigenous nations policy development relating to mining and other specific initiatives; support for Treaty Land Entitlement negotiations; UNDRIP implementation; and support for negotiations with Indigenous nations on specific issues.</p> <p>Leads implementation of the Environmental Stewardship Initiative (ESI), and also responsible for the management of the legislative and legal affairs of the ministry.</p>
<p>Woodfibre Implementation Group</p>	<p>Responsible for facilitating the development and implementation of the Woodfibre LNG facility by liaising with federal, provincial, municipal governments and First Nations. Providing a central point of contact for the proponent of Woodfibre LNG on regulatory and issues management.</p>

DIVISION/BRANCH	TOPIC
BC Parks	Responsible for all matters (policy, planning and management) of conservation, recreation and cultural values in the province's parks and protected areas.
Climate Change Strategy	Province-wide coordination and management with other ministries of systems to address and respond to climate change including CleanBC, CleanBC Communities Fund, adaptation planning and engagement, climate policy, energy and the Climate Action Charter commitments in association with Ministry of Municipal Affairs and Housing, and Ministry of Energy, Mines and Petroleum Resources legislated short and long-term, province-wide greenhouse gas reduction targets, carbon tax, Carbon Neutral Government (Public Sector Organizations - schools, universities and colleges and hospitals), carbon offsets, Climate Solutions and Clean Growth Advisory Council and climate action pieces of legislation related to climate change including: <i>Greenhouse Gas Industrial Reporting and Control Act</i> , <i>Climate Change Action Accountability Act</i> (formerly called <i>Greenhouse Gas Reduction Targets Act</i>), <i>Carbon Tax</i> , <i>Greenhouse Gas Reduction (Emissions Standards)</i> , <i>Greenhouse Gas Reduction (Renewable and Low Carbon Fuel Requirements Act)</i> , <i>Greenhouse Gas Reduction (Vehicle Emissions Standards) Act</i> , and <i>Clean Energy Act</i> .
Conservation Officer Service	A natural resource law enforcement agency responsible for enforcing federal and provincial statutes, public safety as it relates to human-wildlife conflict and interactions, commercial environmental and industrial investigations and compliance and enforcement activities.
Environmental Assessment Office	Environmental assessment (EA) process. Federal EA Substitution and Equivalency. Relationship to federal environmental assessment and review processes, including National Energy Board (NEB). Compliance and enforcement of certified projects. Public consultation regarding EAs or EA certificate amendment applications. Environmental Assessment Revitalization and the new <i>Environmental Assessment Act</i> .
Environmental Protection Division	Air quality, reducing toxins, pollution prevention, environmental emergencies/provincial spill response, <i>Environmental Management Act</i> , contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i> , extended producer responsibility, recycling, zero waste, circular economy, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions.
Environmental Sustainability and Strategic Policy	Species at Risk policy and legislation development; conservation and sustainability of living resources; conservation science; fish and wildlife inventory, monitoring, and reporting; Conservation Data Centre; ecosystem data and information; terrestrial ecosystem mapping; habitat supply modelling. <i>Water Sustainability Act</i> : development of water legislation, regulations, policy, standards and guidance; integrated watershed and aquifer science; water quality objectives development and policy; water governance framework; provincial water strategies; intergovernmental agreements; drought strategy; First Nations and stakeholder outreach on water legislation; policy for water conservation; source water protection; water quality monitoring; BC Lake Stewardship and Monitoring Program; groundwater hydrology; groundwater protection; monitoring and network management for surface water and groundwater quantity and quality. State of Environment Reporting; snow survey; ambient air quality; water stewardship outreach; environmental and natural resource sector laboratory (analytical chemistry) and library services. Overarching environmental policy and legislation; compliance planning; intergovernmental relations; and Service Plan. Professional Reliance Review coordination of government actions. Corporate Indigenous relations and partnership development.

Ministry of Finance

DIVISION/BRANCH	TOPIC
Tax Policy Branch	Provincial tax policy, including: <ul style="list-style-type: none"> • Provincial property taxes (school, rural, police) • Property Transfer Tax • Provincial Sales Tax • Carbon Tax • Motor Fuel Tax • Provincial Income Tax • Cannabis Tax • Indigenous Taxation

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

DIVISION/BRANCH	TOPIC
BC Wildfire Service	Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative
Forest Policy and Indigenous Relations	Economic Services, Trade and Export Policy, Timber Pricing, Compensation and Business Analysis, Coast and Interior Revitalization, Indigenous Relations.
Integrated Resource Operations	Archaeology; Compliance and Enforcement; GeoBC; Heritage; Mountain Resorts; Recreation Sites & Trails
Office of the Chief Forester	Forest Analysis & Inventory; Forest Improvement and Research Management Branch; Climate Change and Integrated Planning; Resource Practices and Innovation, Bio economy and Indigenous Opportunities.
Regional Operations	FrontCounter BC, resource management coordination, land use planning and implementation, Crown land and forest authorizations, community forest agreements, species at risk program delivery, urban deer, clean energy projects, First Nations consultation, ecosystem-based management, range, BC Timber Sales, Interior forest sector renewal, flood and fire recovery.
Resource Stewardship	Fish and Aquatic Habitat; Resource Planning and Assessment; Species at Risk Recovery; Water Management; Wildlife and Habitat. Includes resource practices, land-based investment planning, sustainable forest management, resource management objectives, fish and wildlife management, habitat management, water management, river forecasting, dam safety, flood safety, water use planning, utility regulation, water stewardship.

Ministry of Health

DIVISION/BRANCH	TOPIC
Office of Indigenous Health	Works in partnership with BC First Nations, Metis, Inuit and Health Canada, across provincial ministries, with regional health authorities, First Nations Health Authority, and Indigenous organizations, to ensure the implementation of Government key strategic directions and commitments regarding Indigenous health.
Finance and Corporate Services	Supports programs and health authorities by managing and ensuring a consistent approach to financial and corporate services planning, policy, performance oversight/reporting, and critical financial and corporate services issues management. Services provided include Audit and Investigations, Capital Services Management, Health Authority Regional Grants Decision Support, and Finance and Decision Support.
Health Human Resources and Labour Relations	Responsible for workforce planning and development and operational delivery of beneficiary services that contribute to effectively meeting patient and population health needs and improving patient outcomes through the efficient delivery of health services.
Population and Public Health	Focuses on improving people's overall health and well-being by promoting health; preventing disease, disability, and injury; protecting people from harm; and ensuring particular focus on key groups including Indigenous peoples, women and children (Health Protection; Healthy Living and Health Promotion; Public Health Services).
Primary Care	Responsible for implementing the provincial primary care strategy. The priorities of the division are: Primary care networks; Urgent primary care centres; Community health centres; Interdisciplinary team based primary care services; ensuring integration of Primary Care services with community services programs. The Division also includes HealthLink BC due to its role as a key community services enabler of primary care.
Provincial, Hospital and Laboratory Health Services	Focuses on provincial health services, regional hospital services, pathology and laboratory, and precision medicine. The Division works closely with providers and stakeholders, provides strategic oversight, policy development and evaluation.
Specialized Services	Focuses on implementing specialized community and surgical services and programs. Community Care - Seniors services and Mental health and substance use services. Work on wait times - Surgical services; Colonoscopy services; Diagnostic services; Implementing waitlist policies and approaches in the specialized community services programs and other general health services.

Ministry of Indigenous Relations and Reconciliation

DIVISION/BRANCH	TOPIC
Negotiations and Regional Operations Division	Leading provincial engagement with First Nations to advance reconciliation initiatives, including negotiating and implementing agreements with First Nations partners in conjunction with other provincial agencies, federal and local government, and working with stakeholders to ensure the success of reconciliation initiatives.
Reconciliation Transformation & Strategies Division	Leads the development of reconciliation policy and works with all governments on topics including governance, rights recognition, self-determination, capacity building, implementation of adoption of the United Nations Declaration on the Rights of Indigenous Peoples, the Truth and Reconciliation Commission Calls to Action, and the Tsilhqot'in Supreme Court decision. Responsible for developing a cross-government vision for reconciliation for the province in collaboration with Indigenous peoples.
Implementation and Lands Services Branch	Leads key functions for the completion, implementation and ongoing relationship management of agreements with First Nations in the province, including: <ul style="list-style-type: none"> • Provincial representative on treaty Implementation Committees; • Tri-partite treaty closing to reach Effective Date; • Research/advice and survey for crown land negotiations; and, • Implementation best practices to ensure agreement obligations met.
Socio-Economic Partnerships Branch	Leads the development and implementation of key corporate indigenous initiatives and seeks to achieve positive impacts needed to improve the social and economic conditions of Indigenous people in BC living on and off reserve. This work requires the development of solutions through a diverse range of initiatives through engagement with Indigenous partners, provincial ministries and the federal government.
Community and Social Innovation Branch	Leads the Ministry's efforts in sociocultural reconciliation with Indigenous communities in British Columbia, including First Nations, Metis, urban Indigenous peoples and Indigenous youth. Partners with Indigenous governments, communities, organizations and other ministries to implement community wellbeing initiatives that advance self-determining, thriving, and resilient Indigenous communities.
Major Project and Cross Gov't Initiatives Branch	Leads and/or supports initiatives and provides strategic advice to other Governmental departments, First Nations, and industry proponents in a variety of initiatives in the fields of environmental stewardship, resource development, and emerging economic opportunities. The Branch also holds Provincial accountability for strategic consultation and accommodation procedures and associated tools to support statutory decision makers.

Ministry of Jobs, Trade and Technology

Division/Branch	Topic
Strategic Investments Office Branch	<p>Works directly with prospective investors whose projects have the potential to provide significant economic and job creation benefits to British Columbia.</p> <p>The SIO provides client-focused and personalized business services to help major investors save time and money, minimize risk and maximize certainty as their project proposal moves through provincial government regulatory and approval processes. The SIO works with municipalities, Indigenous communities and government agencies to facilitate significant investment projects in BC.</p>
Small Business, Jobs and Workforce Division	<p>Small business initiatives, programs, resources and available supports including the Small Business Task Force; and Small Business Roundtable; Sector and Regulatory Competitiveness including Better Regulations for British Columbians.</p> <p>Economic Policy and Support including Manufacturing sector support, including industries such as aerospace and marine; Provincial Economic Development Framework.</p> <p>Immigrations programs, settlement and integrations services; including Provincial Nominee Program, Entrepreneur Immigration Regional Pilot; foreign qualifications recognition, interprovincial labour mobility.</p> <p>BC Stats Information and Analysis.</p>
Planning and Innovation Branch	<p>Leads the development and implementation of strategy and policy in support of provincial technology, innovation and related investment initiatives. The branch also provides expertise on BC's research strengths and leads the planning and coordination of provincial technology and innovation policy and programming.</p>
International Trade Division	<p>Overseas trade and investment representative (TIR) presence in US, Europe and Asia;</p> <p>Trade readiness and trade services programs including support to communities across the province including indigenous communities;</p> <p>Initiatives to attract and retain international investors and businesses, and align efforts with B.C. communities and federal programs;</p> <p>International and domestic trade negotiations and agreements;</p> <p>International strategy and research;</p> <p>Trade and Investment Missions;</p> <p>International marketing;</p> <p>International engagement</p>
Regional Programs and Engagement Branch	<p>Leads the development and delivery of policies, programs and initiatives supporting local, regional and Indigenous economic development and community investment readiness.</p>

DIVISION/BRANCH	TOPIC
Labour Relations	Administration of the <i>Labour Relations Code</i> through the independent quasi-judicial B.C. Labour Relations Board. The Ministry also promotes stable labour relations by monitoring collective bargaining disputes and providing formal and informal assistance to the parties. Also, responsible for the <i>Fire and Police Services Collective Bargaining Act</i> .
Employment Standards	Administration of the <i>Employment Standards Act</i> to ensure employees receive basic standards of compensation and conditions of employment, including the minimum wage. Provide fair and efficient procedures for resolving workplace disputes. Responsible for the Employment Standards Branch and the Employment Standards Tribunal. Responsible for enforcement of the new <i>Temporary Foreign Worker Protection Act</i> .
Workers' Compensation	Administration of the <i>Workers Compensation Act</i> and responsible for WorkSafeBC (provincial Workers' Compensation Board). WorkSafeBC provides compensation services, health care and vocational rehabilitation to injured workers. WorkSafeBC also has authority to develop, enact and enforce the <i>Occupational Health and Safety Regulation</i> . The Ministry is also responsible for the Employers' Advisers Office, the Workers' Advisers Office, and the Workers' Compensation Appeal Tribunal.

Ministry of Mental Health and Addictions

DIVISION/BRANCH	TOPIC
Mental Health and Addictions	Leading the immediate response to the overdose public health emergency, including harm reduction, public awareness, treatment and recovery services and prevention initiatives; Setting strategic direction for provincial mental health and addictions services through research, policy development and evaluation, including in relation to designated facilities under the <i>Mental Health Act</i>

Ministry of Municipal Affairs and Housing

DIVISION/BRANCH	TOPIC
Community and Legislative Services Division	
Community Gaming Grants	Community Gaming Grants support eligible not-for-profit organizations delivering community programs that benefit the citizens of British Columbia. Grants are awarded in several sectors including; Arts & Culture, Sport, Public Safety, Environment, Human & Social Services and Parent Advisory Councils. Eligible not-for-profit can also apply for Capital Grants through the program.
Community Policy and Legislation	TransLink legislation and governance; Ministry liaison with Auditor General for Local Government; Coordination of Ministry-wide legislation, regulations and board appointments.
Property Assessment Services	Provincial property assessment policy and legislation as it pertains to valuation and classification, including valuation of restricted use properties, redevelopment lands and impacts on business and housing affordability.
Local Government Division	
Governance Structures Governance Services Governance Relations	Incorporation, restructure, boundary extensions, structure-related legislation and processes, and local and regional governance. Local government administration, elections, governance operations-related legislative requirements/powers and local and regional services. Local government First Nations relations and Crown Grant/Nominal Rent Tenure sponsorships.
Local Government Finance	Local government finance, including: budgeting and financial plans; audited financial statements; unconditional grants; reserve funds; investments and municipal corporations; long-term liabilities; development financing (including Development Cost Charges); user-fees; and taxation (including tax sale).
Infrastructure and Engineering	Asset management, drinking water, wastewater, stormwater, solid waste, green energy and other capital grants, infrastructure planning grants and infrastructure programs (Investing in Canada Infrastructure Program, Clean Water and Wastewater Fund and Small Communities Fund).
Planning and Land Use Management Programs / Negotiations and Corporate Initiatives Local Government Climate Action Dispute Resolution Guidance	Local government planning and land use management framework, including: new legislation related to rental zoning, housing needs reports and TransLink development cost charges; other local planning and land use tools; ministerial approvals of some official community plans; Regional Growth Strategies (RGSs); and Development Approvals Process Review. CleanBC, Climate Action Charter, Climate Action Revenue Incentive Program (CARIP), joint provincial-UBCM Green Communities Committee (GCC), support for local government climate mitigation and adaptation action. Dispute resolution guidance related to Regional District service review/withdrawal, RGS and other intergovernmental disputes.
Local Government Policy, Research and Legislation	Overall responsibility for local government legislation development for <i>Community Charter</i> , <i>Local Government Act</i> , <i>Local Elections Campaign Financing Act</i> and other local government legislation. Broad responsibility for forward-looking policy development in relation to various local government authorities.

Office of Housing and Construction Standards	
Housing and Policy Branch	Housing policy and program development, including market and non-market housing, supportive housing and homelessness; liaison with BC Housing, which partners with local government, non-profit and private developers to build affordable housing; legislation governing strata properties, as well as actions in the <i>Homes for BC: A 30-Point Plan For Housing Affordability</i> ; BC Housing.
Building and Safety Standards Branch	Buildings, Construction, and Technical Systems: The regulatory framework for buildings and technical systems, including development of building, plumbing, fire, electrical, gas elevator and energy codes, site specific and jurisdiction specific regulations (e.g., tall wood), safety standards for technical systems (e.g., refrigeration in arenas), homeowner protection (e.g., home warranties), oversight of certain industry professionals and trades (e.g., home builder licensing), and policy advice relating to the built environment, including climate leadership. Liaison with BC Housing Licensing and Consumer Services, Technical Safety BC, Building Officials Association of BC, and National Research Council.
Residential Tenancy Branch	The regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies; information services and disputes resolution for landlord and tenant disputes.

Ministry of Public Safety and Solicitor General

DIVISION/BRANCH	TOPIC
Policing and Security Branch	Police Services: provides central oversight of all policing and law enforcement in the province by developing and administering policing policy and programs. Ensures the adequate and effective levels of policing throughout the province. Security Programs: administration of the Protection Order Registry, the Criminal Records Review Program, and the regulation of the security industry in B.C.
Community Safety and Crime Prevention Branch	Civil Forfeiture; Victim Services; Violence Against Women and Children; Crime Prevention; and, Combating Trafficking in Persons.
Corrections Branch	Community Corrections: supervision and programs to reduce reoffending for offenders who live outside of correctional centres. Adult Custody: operation of correctional centres.
RoadSafety BC	Operates provincial road safety programs and is the policy and regulatory agency responsible for ensuring the safe and responsible operation of motor vehicles in B.C.
Emergency Management BC **Meeting requests for the Minister will be held with the Parliamentary Secretary for Emergency Preparedness.	Emergency Management BC (EMBC) is the lead co-ordinating agency in the provincial government for all emergency management activities. The overall purpose of EMBC is to make individuals and communities in B.C. safer. EMBC works with local governments, First Nations, federal departments, industry, non-governmental organizations, and volunteers to support the emergency management phases of mitigation and prevention, preparedness, response, and recovery. Additionally, EMBC engages with provincial, national and international partners to enhance collective emergency preparedness. Also, within EMBC is the Office of the Fire Commissioner (OFC). The OFC is the senior fire authority in the province with respect to fire safety and prevention.
Cannabis Legalization and Regulation Secretariat	The Secretariat is responsible for coordinating cannabis policy across the provincial government. Working with partner ministries and external stakeholders, the Secretariat seeks to advance Government’s overarching cannabis policy goals, which include: public health and safety, protecting children and youth, reducing crime and the illegal market, addressing cannabis-impaired driving, and supporting economic development.

DIVISION/BRANCH	TOPIC
<p>Research, Innovation and Policy Division</p> <p>Service Delivery Division</p>	<p>TogetherBC, British Columbia’s first poverty reduction strategy, sets a path to reduce overall poverty in B.C. by 25% and child poverty by 50% by 2024.</p> <p>With investments from across Government, TogetherBC reflects government’s commitment to reduce poverty and make life more affordable for British Columbians. It includes policy initiatives and investments designed to lift people up, break the cycle of poverty and build a better B.C. for everyone.</p> <p>Built on the principles of Affordability, Opportunity, Reconciliation, and Social Inclusion, TogetherBC focuses on six priority action areas:</p> <ul style="list-style-type: none"> • More affordable housing for more people • Supporting families, children and youth • Expanding access to education and training • More opportunities, more jobs • Improving income supports • Investing in social inclusion <p>Accessibility – Working across government to increase accessibility and decrease barriers for people with disabilities in B.C.</p> <p>Income and Disability Assistance - Income Assistance provides support and shelter payments to help low income singles and families while they are looking for work. Disability assistance provides support and shelter payments to people who are low-income with a severe disability and can’t fully support themselves or gain independence. Income and Disability Assistance programs and services are delivered at 47 ministry office locations and 36 partnership Service BC offices around the province. Clients can also access services through the ministry’s toll-free phone line or through the online client portal My Self-Serve.</p>
<p>Employment and Labour Market Services Division</p>	<p>How to access employment supports through the Employment Program of BC and the 84 WorkBC Employment Service Centres located throughout the province.</p> <p>How to apply for project based funding under the Community Employer Partnership initiative in order to increase local employment opportunities for British Columbians.</p>

Ministry of Tourism, Arts and Culture

DIVISION/BRANCH	TOPIC
<p>BC Arts Council</p>	<p>Application and peer review adjudication process for programs of the BC Arts Council; responsibility for arts and cultural development in communities through grants to individual artists and organizations; funding for community arts organizations and regional arts organizations; support for Indigenous artists and arts organizations; support for youth and emerging practitioners through scholarships and early career development; support for touring.</p>
<p>Arts and Cultural Development</p>	<p>Research, analysis and policy and program development that aims to enrich communities, provide broad access to and increase participation in the arts and leverage partnerships for impactful and innovative programming in all corners of B.C. Provides oversight of the Royal BC Museum and the modernization project as well as establishing of a Chinese Canadian Museum</p>
<p>Sport</p>	<p>Sport policy issues; programs supporting the delivery of services through provincial sport organizations; sport event hosting.</p>
<p>BC Athletic Commission</p>	<p>Legislation and regulatory oversight of professional boxing and mixed martial arts, as well as amateur kickboxing, mixed martial arts, Muay Thai and pankration. .</p>

Tourism	Policy development and strategic issues management to support BC's tourism sector; manages the Resort Municipality Initiative, Tourism Event Program and Municipal Regional District Tax program (jointly with DestinationBC and Ministry of Finance.) Provides oversight of Destination BC (tourism marketing/development) and BC Pavilion Corporation (BC Place and Vancouver Convention Centre) and leads development and implementation of provincial tourism strategy.
Creative Sector	Policy development, research and inter-government relations work in support of B.C.'s creative industries including, film, television, interactive digital media, music, and publishing. Provides oversight of Creative BC and the Knowledge Network.
Multiculturalism	Multiculturalism Community Grant program, Organizing Against Racism and Hate Program, Multicultural Advisory Council, Premier's Chinese Canadian Advisory Council Secretariat.

Ministry of Transportation and Infrastructure

DIVISION/BRANCH	TOPIC
Highway Operations	The Highway Operations Department plans, designs, constructs, operates, rehabilitates and maintains the provincial public highway system. Project manages and delivers hundreds of expansion, rehabilitation and safety improvement projects annually including maintenance contracts, centreline marking contracts and electrical contracts. Oversees and manages privatized road and bridge maintenance. Approves subdivisions in rural areas near provincial highways, issues highway permits for access, utilities and special events and approves zoning near provincial highways.
Highway Services	The Highways Services Department develops province-wide engineering and environmental solutions and implements standards, policies and procedures regarding provincial transportation engineering. Ensures commercial vehicle safety by managing the National Safety Code, the Vehicle Inspection and Standards and enforcement of the Motor Vehicle Act in relation to commercial vehicles.
Major Projects, Infrastructure and Properties Department	The Major Projects, Infrastructure and Properties Department is responsible for all aspects of strategic planning, programming, procurement and major projects delivery within the province including development and management of the provincial 10 year Transportation Investment Plan, management of federal and community cost sharing programs, and the delivery of the major transportation projects throughout the province. Oversees the acquisition, management and disposition of the ministry's thousands of properties and land interests, including those owned by the BC Transportation Financing Authority and BC Railway Company. The department is also the primary linkage to the Transportation Investment Corporation.
Transportation Policy & Programs Department	The Transportation Policy and Programs Department is responsible for all aspects of strategic transportation policy. This includes air, rail and marine modes, passenger transportation regulations and licensing, inter-governmental relations, cycling and airport grant programs, climate leadership, corporate planning, strategic initiatives and writing services as well as to maintain and optimize the delivery of transit services in participating communities throughout the province. The department also has provincial oversight of the inland and coastal ferry system in British Columbia.

Provincial Agencies, Commissions and Corporations

ORGANIZATION	TOPIC
Agricultural Commission Land	Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair and/or Chief Executive Officer will be in attendance.
Auditor General for Local Government	The office of the Auditor General for Local Government conducts performance audits of local governments in order to provide them with objective information and relevant advice that will assist them in their accountability and the achievement of value for money in their operations. Our work emphasizes a collaborative approach in working with local governments and we would be pleased to meet and discuss areas of risk or concerns and how our office can assist in addressing these issues.
BC Emergency Health Services (BCEHS)	<p>BCEHS governs the emergency medical services system in BC and provides pre-hospital emergency and inter-facility patient transfer services. Under the oversight of BCEHS, BC Ambulance Service (paramedics and emergency medical call takers and dispatch staff provide pre-hospital emergency care and medically necessary transport (ground and air) for British Columbians. BCEHS also oversees the BC Patient Transfer Network (BCPTN), which coordinates the transfer of acute and critically ill patients to the appropriate level of care both within and outside of B.C.</p> <p>Members of the BCEHS Executive will be in attendance and look forward to participating in productive and engaging sessions.</p>
BC Housing	<p>BC Housing works in partnership with private and non-profit sectors, provincial health authorities and ministries, other levels of government and community groups to develop a range of housing options. These affordable housing options span the housing continuum, including emergency shelter and housing for the homeless, transitional supportive and assisted living, independent social housing, rent assistance in the private market, and affordable owner-purchase housing.</p> <p>Through the <i>Homeowner Protection Act</i>, BC Housing also licenses residential builders, administers owner builder authorizations, ensures that mandatory licensing and home warranty insurance provisions are complied with, oversees the third-party home-warranty insurance, and carries out research and education that benefits the residential construction industry, consumers and the affordable housing sector.</p>
BC Hydro	<p>Our vision is to be the most trusted, innovative utility company in North America by being smart about power in all we do. BC Hydro's Community Relations staff will be present at the Convention and look forward to addressing any questions that you may have related to their operations.</p>
BC Oil and Gas Commission	<p>The BC Oil and Gas Commission regulates oil and gas activities for the benefit of British Columbians and looks forward to addressing any questions you may have on our regulatory oversight.</p>

Provincial Agencies, Commissions and Corporations Continued...

BC Transit	From small towns to large urban centres outside of Metro Vancouver, BC Transit provides safe, effective, customer focused transportation solutions that connect people and communities to a more sustainable future. BC Transit would be pleased to discuss any questions you may have regarding our services. In order to provide you with the best information possible, please provide specifics relating to your questions within the online meeting request.
Insurance Corporation of British Columbia (ICBC)	ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC), and also sells optional auto insurance in a competitive marketplace. Our insurance products are available across B.C. through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province. We also invest in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, we provide driver licensing, vehicle registration and licensing services, and fines collection on behalf of the provincial government at locations across the province. ICBC will have staff present at the Convention who would be pleased to discuss or meet on any issues related to ICBC's operations.
Royal Canadian Mounted Police (RCMP)	Various police issues.



BRITISH
COLUMBIA

June 10, 2019

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to seeing you all again at this year's Union of British Columbia Municipalities (UBCM) Convention in Vancouver from September 23-27.

Resiliency and Change, the theme for the 2019 Convention, is indeed an appropriate focus as communities throughout our province are experiencing change on issues ranging from the impacts of climate change to economic pressures. UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC.

If you would like to request a meeting with a Cabinet Minister or with me during this year's convention, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2019** and it is case sensitive. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

I look forward to being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

A handwritten signature in black ink that reads "John J. Horgan".

John Horgan
Premier



UBCM 2019 Meeting Request with BC Hydro

Municipality:
Attendees:
Topic: (Please pose as a question):
Background:
Key Contact:

Board Meeting
JUL 11 2019
CCRD ITEM Br

**Association of
Vancouver Island and
Coastal Communities**



MINUTES OF THE 70th ANNUAL CONVENTION

**Powell River, BC
April 12 - 14, 2019**

Board Meeting

JUL 11 2019

CCRD ITEM 135

2018-19 AVICC EXECUTIVE

PRESIDENT	Director Edwin Grieve Comox Valley Regional District
FIRST VICE PRESIDENT	Councillor Carl Jensen District of Central Saanich
SECOND VICE PRESIDENT	Chair Ian Morrison Cowichan Valley Regional District
ELECTORAL AREA REPRESENTATIVE APRIL TO NOVEMBER 2018	Director Ian Winn Sunshine Coast Regional District
ELECTORAL AREA REPRESENTATIVE INTERIM FROM DECEMBER 2018	Director Vanessa Craig Nanaimo Regional District
DIRECTOR-AT-LARGE	Councillor Hazel Braithwaite District of Oak Bay
DIRECTOR-AT-LARGE	Director Penny Cote Alberni-Clayoquot Regional District
DIRECTOR-AT-LARGE	Councillor Colin Plant District of Saanich
PAST PRESIDENT	Director Mary Marcotte Cowichan Valley Regional District

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ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

MINUTES OF THE 70TH ANNUAL CONVENTION POWELL RIVER, BC APRIL 12-14, 2019

PRE-CONVENTION PROGRAM

The Friday morning pre-convention program began at 9:00 am with two workshops:

- Heritage Guidelines & Townsite District Tour
- The Blanket Exercise

There were two additional sessions at noon:

- Mayors, RD Chairs and RHD Chairs Forum
- New Members Orientation Session

CONVENTION OPENING SESSION – FRIDAY, 2:00 PM

The Convention opened with the AVICC Executive and honoured guests (Honourable Selina Robinson, Minister of Municipal Affairs and Housing; President Arjun Singh, UBCM; Hegus Clint Williams, Tla'amin Nation; Chair Patrick Brabazon, qathet Regional District; Acting Mayor Rob Southcott, City of Powell River; and Honoured Elder Eugene Louie, Tla'amin Nation) piped onto the stage flanked by representatives from the RCMP and the City of Powell River Fire Department.

President Edwin Grieve called the 70th Annual Meeting of the Association of Vancouver Island and Coastal Communities to order at 2:00 pm on Friday, April 12, 2019.

After the assembly sang O Canada, President Grieve introduced Honoured Elder Louie from the Tla'amin Nation who offered a blessing to AVICC members. President Grieve then introduced the AVICC Executive Committee members who were all in attendance.

President Grieve thanked Minister Robinson and UBCM President Singh for participating in the Convention, and also noted the UBCM Executive representatives from the AVICC region in attendance: Mayor Maja Tait from the District of Sooke and Councillor Claire Moglove from the City of Campbell River.

President Grieve thanked the City of Powell River and the qathet Regional District for acting as generous joint host communities. He introduced Acting Mayor Southcott and Chair Brabazon who welcomed delegates to Powell River. President Grieve introduced Hegus Williams and thanked him for attending the Mayors and Chairs Forum. Hegus Williams welcomed delegates to the traditional territory of the Tla'amin Nation.

President Grieve noted the MLAs and MPs who were registered for the Convention, and also thanked the following AVICC Life Members for attending:

- Christopher Causton, president from 2009-2011 from Oak Bay, and
- Rod Sherrell, president from 2007-2008 from Port McNeill (current Director of Area D from the Regional District of Mount Waddington).

President Grieve then drew delegates' attention to the *Annual Report and Resolutions Package* they received at registration on-site that contained the final program and information about sessions, election times, materials for the AGM and resolutions. He reminded delegates they would need their voting cards for the elections and the resolutions sessions.

Finally President Grieve recognized the importance of the convention sponsors, and advised of the trade show timing and location.

FIRST REPORT FROM THE NOMINATING COMMITTEE

President Grieve invited Past President Mary Marcotte, Chair of the Nominating Committee to present the first report from the Nominating Committee. Past President Marcotte referred to the Nominating Committee Report included in the *Annual Report and Resolutions Package* that set out nominations received in advance of the February 7, 2019 deadline as follows:

For President:	Councillor Carl Jensen, District of Central Saanich
For First Vice-President:	Chair Ian Morrison, Cowichan Valley Regional District
For Second Vice-President:	Director Penny Cote, Alberni-Clayoquot Regional District
For Director at Large:	Councillor Hazel Braithwaite, District of Oak Bay Councillor Colleen Evans, City of Campbell River Councillor Sarah Fowler, Village of Tahsis Councillor Cindy Solda, City of Port Alberni
For Electoral Area Representative:	Director Vanessa Craig, Nanaimo Regional District

Delegates were directed to the Convention program for times of nominations and elections.

KEYNOTE ADDRESS

At 2:30 pm Director Braithwaite introduced Mark Collins, President and CEO of BC Ferries, who spoke on the role of BC Ferries in Coastal Communities. Mr. Collins' presentation was followed by a Q&A session. Director Braithwaite thanked Mr. Collins for his presentation.

The Convention adjourned at 3:30 pm for a refreshment break and reconvened at 3:50 pm

SECOND REPORT FROM THE NOMINATING COMMITTEE FOR TABLE OFFICERS

At 3:50 pm Past President Marcotte, Chair of the Nominating Committee called for nominations from the floor for the positions of Table Officers in addition to those already placed in nomination. Those nominated at the close of the nominations for Table Officers were:

For President:	Councillor Carl Jensen, District of Central Saanich
For First Vice-President:	Chair Ian Morrison, Cowichan Valley Regional District
For Second Vice-President:	Director Penny Cote, Alberni-Clayoquot Regional District

Past President Marcotte declared the positions of President, First Vice President and Second Vice President elected by acclamation.

MINISTER OF MUNICIPAL AFFAIRS AND HOUSING, ADDRESS TO DELEGATES

President Grieve introduced the Honourable Selina Robinson, Minister of Municipal Affairs and Housing. The Minister addressed the delegates and introduced the Honourable John Horgan, Premier of BC.

PREMIER JOHN HORGAN, ADDRESS TO DELEGATES

The Premier addressed the delegates on issues relevant to local governments in the AVICC region. President Grieve thanked Premier Horgan and Minister Robinson for attending the Convention noting it is important for the Province to work with local governments as we are all working for the same people – the residents of BC.

ISLAND HEALTH UPDATE

Leah Hollins, Island Health Board Member, gave an update to delegates on the work of Island Health.

BUILDING UNIVERSAL CHILDCARE FOR BC TOGETHER

Michelle Kirby, Manager, Partnerships and Engagement, Childcare BC presented on the opportunities open to local governments to connect with provincial resources and supports to build child care in their communities.

END OF DAY WRAP-UP

President Grieve introduced Shaye Draper from Telus who spoke for a few minutes about the work of Telus in the AVICC region, and presented a door prize provided by Telus. President Grieve wrapped up the business of the day noting the welcome reception would be held in the trade show area, and the timing for Saturday morning's program including the Annual Meeting followed by an address from the UBCM President and the first Resolutions Session.

WELCOME RECEPTION

The Welcome Reception sponsored by Vancouver Island University was held in the foyer in the trade show area. VIU President Dr. Ralph Nilson addressed the delegates.

SATURDAY, APRIL 13, 2019

LET'S TALK TRASH

2nd Vice President Morrison introduced the qathet Regional District's "Let's Talk Trash" Team. Abby McLennan and Tai Uhlmann presented on the work of the team including shoreline clean-ups and zero waste events,

The Convention re-convened at 8:30 am with President Grieve welcoming delegates back.

ADDRESS BY UBCM PRESIDENT ARJUN SINGH

President Grieve introduced UBCM President Arjun Singh who addressed the delegates on the policy initiatives and work being carried out by the UBCM.

ANNUAL GENERAL MEETING

At 8:55 am, President Grieve called the 2019 Annual General Meeting to order. He referred to the President's Report in the Annual Report and referenced the main activities of the AVICC Executive over the last term.

The report outlines changes to resolutions procedures following the 2018 convention including new procedures for "late resolutions" and "off the floor" resolutions. The new rules are in keeping with UBCM procedures. Resolutions supporting existing UBCM policy are still grouped together and moved as a "Block" but the threshold to remove a resolution from "the Block" now only requires a simple 50+1% majority to be debated separately. Members may only move to remove a resolution from the block if they wish to speak in opposition or propose an amendment to the resolution. The President's Report is attached as Appendix A to the minutes.

President Grieve also noted the new Code of Conduct implemented for the 2019 Convention and included on the registration form and in the Convention Program (Appendix C), and that Gold Start Resolution Awards were reinstated for 2019. He proceeded to the business of the AGM.

ADOPTION OF CONVENTION RULES AND PROCEDURES

On regular motion, duly moved and seconded, the Convention Rules and Procedures as printed in the *Annual Report and Resolutions Package* were adopted.

ADOPTION OF MINUTES

On regular motion, duly moved and seconded, the Minutes of the 69th Annual Meeting of the Association of Vancouver Island and Coastal Communities held in the City of Victoria, April 13-15, 2018, as electronically posted and distributed, were adopted.

ANNUAL REPORT

On regular motion, duly moved and seconded, the *Annual Report* was received.

FINANCIAL REPORT

President Grieve presented the Audited Financial Statements of the Association of Vancouver Island and Coastal Communities for the year ending December 31, 2018 (Appendix B). On regular motion, duly moved and seconded, the statements were received.

2019 BUDGET

On regular motion, duly moved and seconded, the 2019 budget was received.

FIRST RESOLUTIONS SESSION

The first Resolutions session began at 9:05 am with President Grieve drawing delegates' attention to the convention rules and procedures for handling resolutions as printed in the *Annual Report and Resolutions Package*. President Grieve reviewed the rules for the order of business, the resolutions process and the timing of the three sessions. The consideration of resolutions commenced with 1st Vice President Jensen in the Chair with Director Braithwaite, EA Representative Craig and Director Plant.

PART ER - EXECUTIVE RESOLUTIONS**ER1) AVICC Special Committee on Solid Waste Management****AVICC Executive**

WHEREAS the Association of Vancouver Island and Coastal Communities' (AVICC) Special Committee on Solid Waste Management, with representatives from nine regional districts, was formed in 2015 to research, prepare and present the findings and recommendations to the 2016 convention on this mandated service;

AND WHEREAS the Special Committee reported out to the AVICC membership at the 2016, 2017 and 2018 conventions, the membership endorsed the action plans and further directed the Special Committee to report back to the 2019 convention with outcomes;

THEREFORE BE IT RESOLVED THAT the AVICC endorses and supports the Special Committee's vision and goals as:

Vision:

That local governments on Vancouver Island, qathet and the Sunshine Coast are working together to address the opportunities and challenges of managing solid waste and our residents are aware of; support the need to reduce and manage our waste in a sustainable manner; and to work toward achieving zero-waste in our communities.

Goals:

1. Ensure information is shared between AVICC local governments to encourage best practices and common solutions in solid waste management and consistent messaging to our residents.
2. Collect and maintain appropriate and consistent data associated with solid waste management within the AVICC.
3. Support an informed and unified voice to assist efforts with the Province, NGOs and other partners in developing effective waste management solutions and policies.

AND BE IT FURTHER RESOLVED THAT the AVICC endorses and supports the continuation of the Special Committee on Solid Waste Management with areas of work focused on: Organics Management, Long-Term Disposal Options, and Single-Use Plastics;

AND FINALLY THAT regional district staff continue to discuss opportunities for collaboration and alignment related to those areas of work in the following areas:

1. Communication and Outreach
2. Mandatory Source Separation
3. Solid Waste Comparative Data
4. Disposal Bans
5. Varying Tipping Fees
6. Extended Producer Responsibility (EPR), and
7. Solid Waste Advanced Technologies

ON MOTION, as amended, was ENDORSED

PART 1 – REFERRED RESOLUTIONS

The following resolutions were referred to the Association by UBCM following the 2018 UBCM Annual Convention.

ENVIRONMENT

RR1) BC-Wide 100% Renewable Energy by 2050 Target (LR7)

Township of Esquimalt

WHEREAS all levels of government and society must be mobilized and coordinated to address the challenge of climate change;

AND WHEREAS Esquimalt is a leader among BC communities in the adoption of sustainable practices:

THEREFORE BE IT RESOLVED that UBCM ask the Province to adopt a province-wide target to meet all energy needs with renewable energy by 2050.

RESOLUTION WITHDRAWN

RR2) Support Local Governments to Plan for 100% Renewable Energy (LR8)

Township of Esquimalt

WHEREAS all levels of government and society must be mobilized and coordinated to address the challenge of climate change;

AND WHEREAS Esquimalt is a leader among BC communities in the adoption of sustainable practices:

THEREFORE BE IT RESOLVED that UBCM ask the Province to provide adequate resources and support to local governments to plan for, and implement, a target of using 100% renewable energy by 2050, or an equivalent GHG reduction target.

RESOLUTION WITHDRAWN

RR3) Transparent Criteria for “Green” Infrastructure Spending (LR9)

Township of Esquimalt

WHEREAS all levels of government and society must be mobilized and coordinated to address the challenge of climate change;

AND WHEREAS Esquimalt is a leader among BC communities in the adoption of sustainable practices:

THEREFORE BE IT RESOLVED that UBCM ask the Province to implement transparent, objective and prioritized criteria for infrastructure spending that is allocated for climate action.

RESOLUTION WITHDRAWN

RR4) BC-Wide Energy Upgrade for Buildings (LR10)**Township of Esquimalt**

WHEREAS all levels of government and society must be mobilized and coordinated to address the challenge of climate change;

AND WHEREAS Esquimalt is a leader among BC communities in the adoption of sustainable practices:

THEREFORE BE IT RESOLVED that UBCM ask the Province to commit to achieving a general upgrade to the energy performance of BC's existing building stock to be compatible with BC's and local governments' climate action commitments, including economic measures to encourage building owners to do building upgrades.

RESOLUTION WITHDRAWN**RR5) Integrated Transportation Planning for Climate Action (LR11)****Township of Esquimalt**

WHEREAS all levels of government and society must be mobilized and coordinated to address the challenge of climate change;

AND WHEREAS Esquimalt is a leader among BC communities in the adoption of sustainable practices:

THEREFORE BE IT RESOLVED that UBCM ask the Province, in consultation with local governments, to implement integrated planning for all modes of transportation that is consistent with BC's legislated greenhouse gas emission reduction targets and climate action goals.

RESOLUTION WITHDRAWN**TAXATION****RR6) Modernization of Utility Taxation (LR6)****District of Ucluelet**

WHEREAS Section 644(2) of the Local Government Act is intended to define the requirements of a 1 per cent annual tax on utilities carrying on business in a municipality;

AND WHEREAS utility company services have expanded beyond electrical light, electric power, telephone, water, gas or television services to include Internet and cellular services:

THEREFORE BE IT RESOLVED that the Province initiates the modernization of Section 644(2) of the Local Government Act to include internet and cellular services.

ON MOTION, was ENDORSED**PART 2 – RESOLUTIONS RECEIVED BY THE DEADLINE**

The following are the resolutions received by the February 7, 2019 resolutions deadline.

Part 2 - Section "A" – This section contains resolutions regarding new issues that were debated individually.

ELECTIONS**R1) Allow Permanent Residents to Vote in Municipal Elections****City of Victoria**

WHEREAS the Province of British Columbia has the governing authority to implement electoral legislative changes including allowing for Permanent Residents to vote in municipal elections;

AND WHEREAS more than 45 countries have granted Permanent Residents some form of voting rights — including seven jurisdictions in the U.S. and 25 European Union countries; and 11 municipalities in Canada are working toward extending local election voting rights to Permanent Residents:

THEREFORE BE IT RESOLVED that the Province of British Columbia make the necessary changes to allow Permanent Residents to vote in municipal elections in Victoria and other municipalities and regional districts.

ON MOTION, as amended, was ENDORSED

R2) Youth Voting in Local Government Elections

City of Victoria

WHEREAS youth have a strong interest in the future of local communities;

AND WHEREAS empowering young people to participate in democratic processes fosters ongoing and active civic participation:

THEREFORE BE IT RESOLVED that the Province of British Columbia revise the voting age for local government elections to 16 years of age.

ON MOTION, was ENDORSED

TRANSPORTATION

R3) Vancouver Island Transportation Master Plan

Nanaimo RD

WHEREAS a Vancouver Island Transportation Master Plan would outline Inter-Regional necessary improvement to the Island transportation network;

AND WHEREAS the Ministry of Transportation and Infrastructure has the ultimate responsibility for transportation planning on Vancouver Island:

THEREFORE BE IT RESOLVED that the Province of British Columbia prepare a Vancouver Island Transportation Master Plan.

ON MOTION, was ENDORSED

R4) Traffic Calming

Nanaimo RD

WHEREAS regional district efforts to build more complete, compact communities within electoral areas have increased pedestrians and cyclists on roads in areas designated for growth;

AND WHEREAS the safety of pedestrians and cyclists on roads in rural areas designated for growth would be enhanced with traffic calming measures designed to reduce vehicle speeds and prioritize non-motorized traffic:

THEREFORE BE IT RESOLVED that the Provincial Ministry of Transportation and Infrastructure develop new criteria and standards for traffic calming in areas designated for growth in Electoral Areas.

ON MOTION, was ENDORSED

R5) Traffic Control and Enforcement on Rural Roads

Nanaimo RD

WHEREAS the Province and the RCMP have limited resources to regulate and enforce traffic regulations on Provincial roads in rural areas;

AND WHEREAS the lack of visible presence and consistent enforcement of traffic regulations by the RCMP results in unchecked speeding, reckless driving, illegal parking and other unsafe conditions on rural roads:

THEREFORE BE IT RESOLVED that the Province of British Columbia increase resources for regulation and enforcement of traffic regulations on rural roads.

ON MOTION, was ENDORSED

R6) Off-Road Vehicle (ORV) Management Framework

**Village of Sayward,
Village of Tahsis**

WHEREAS the Off-Road Vehicle (ORV) Act was intended to create safe and more convenient incidental access to public roads and highways to better connect BC's rural communities and support a first-rate ORV trail network, and to allow local governments to expand their trail networks to take advantage of economic development opportunities by way of tourism;

AND WHEREAS the current administrative process to obtain Operation Permits as permitted under the ORV Act is onerous and not conducive to convenient incidental access to trail networks connecting multiple communities as a separate operation permit must be obtained from each jurisdiction:

THEREFORE BE IT RESOLVED that the following changes to legislation are made:

- Only one (1) Operation Permit required for approved access to multiple jurisdictions and/or communities along a connecting designated ORV route and trail network issued in any of the jurisdictions or communities along the route.
- Operation Permits can be issued by any local RCMP or local government along a designated route.
- Operation Permit term extended from 2 years to 5 years to align with the driver's licence term.

ON MOTION, was ENDORSED

R7) Support Transformational Improvements to Regional BC Transit

City of Victoria

WHEREAS the transportation sector is the second-largest contributor of GHG, some of the largest reductions in GHGs are possible through facilitating a mode shift to low carbon mobility options, such as increased ridership of emissions-free transit;

AND WHEREAS transforming regional public transit could drastically increase mode-shift to clean public transit system:

THEREFORE BE IT RESOLVED that the Province of British Columbia and BC Transit take immediate actions to support and provide funding for transformational improvements to regional BC transit infrastructure to promote and enable rapid mode shift to transit, including transitioning the BC Transit fleet to zero emissions as early in the 2020s as possible.

Amended to remove items 1 through 7.

ON MOTION, as amended, was ENDORSED

Following a refreshment break, the meeting reconvened at 10:20 with a presentation from BC Hydro.

BC HYDRO EMERGENCY RESPONSE

Ted Olynyk, Manager, Community Relations for Vancouver Island – Sunshine Coast presented on BC Hydro's response to the extremely destructive 2018 windstorms that caused extensive power outages in many AVICC areas.

The second Resolutions Session resumed at 10:30 am with 2nd Vice President Morrison as Chair, with Director Cote, President Grieve and EA Representative Craig.

R8) Revitalizing Island Rail

City of Victoria

WHEREAS one of the conditions of the original Order-in-Council establishing the Esquimalt and Nanaimo (E&N) now Island Corridor Foundation (ICF) railway corridor is that if the corridor is no longer needed or used for railway purposes, it goes back to the original owner and assembling a similar multi-modal corridor connecting the Alberni Inlet to the Comox Valley to Greater Victoria in the context of current land values and land uses would be impossible to replicate;

AND WHEREAS repair of the railway infrastructure can only reasonably be accomplished by way of capital investment from senior levels of government, in co-operation with First Nations and local governments and respecting first nations interests, rail transport and a parallel trail system are integral sustainable transportation options for Indigenous and non-Indigenous peoples in the context of climate change, including the option of electrified rail for the sustainable movement of people and goods on the island:

THEREFORE BE IT RESOLVED that the Province of British Columbia take immediate actions to provide sufficient funding in a timely manner to restore the railway infrastructure of Vancouver Island and ensure that the corridor remains intact and available to future generations of Indigenous and non-Indigenous peoples.

ON MOTION, was ENDORSED

TAXATION

R9) Property Taxation

City of Nanaimo

WHEREAS Section 193 of the *Community Charter* restricts a municipality from imposing fees or taxes except as expressly authorized under the *Community Charter* or another Act;

AND WHEREAS urban sprawl creates higher infrastructure costs, transportation costs, and other expenses borne by society;

AND WHEREAS municipalities attempt to control urban sprawl whilst encouraging healthier lifestyles and alternative modes of transportation:

THEREFORE BE IT RESOLVED that the provincial government amend the *Community Charter* to allow municipalities to adjust their property tax rates by setting density brackets in their jurisdiction, to use at their discretion, as an incentive to reduce urban sprawl and as a method of assigning infrastructure and maintenance costs more accurately amongst end users.

ON MOTION, was ENDORSED

FINANCE

R10) Improvement District Governance Policy

Nanaimo RD

WHEREAS many improvement districts are wrestling with increased costs for replacing and improving water infrastructure, and in finding adequate sources of funding;

AND WHEREAS the residents of improvement districts contribute tax monies to the provincial and federal governments:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities work with the Province and the Ministry of Municipal Affairs and Housing to change the Improvement District Governance Policy to allow citizens residing in improvement districts equal access to provincial and federal infrastructure grant monies.

ON MOTION, was ENDORSED

R11) Revenue Sharing

District of Port Hardy

WHEREAS small rural communities in British Columbia are surrounded by lands within Regional Districts governed by the Provincial Government that collect revenue from industry for resource extraction from the lands;

AND WHEREAS the communities adjoining these lands provide services including parks, recreation and roads for the companies and employees and gain no apportionment of the revenue collected for providing these services:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities lobby the Province of British Columbia to consider revenue sharing of royalties and taxes with municipalities that provide services to those industries benefitting from the services of the adjoining municipalities.

ON MOTION, was ENDORSED

ENVIRONMENT

R12) Indoor Agricultural Fertilization Practices

City of Nanaimo

WHEREAS water sustainability, healthy watersheds and ground water are of vital importance and, commercial fertilizers can be damaging to groundwater and influence water quality in watersheds;

AND WHEREAS the use of fertilizers in greenhouses and indoor structures creates effluent that contains concentrated commercial fertilizers which, if released untreated can be damaging to groundwater and the overall watershed:

THEREFORE, BE IT RESOLVED that the AVICC request that the provincial government explore including in the BC Agricultural Best Practices, the requirement for closed loop greenhouse irrigation systems in commercial greenhouse and indoor agricultural structures, to prevent commercial fertilizers from being emitted into the environment.

ON MOTION, was ENDORSED

R13) Key Marine Cumulative Effects Values

Islands Trust

WHEREAS the Province of British Columbia has adopted the use of a cumulative effects framework to help identify and manage cumulative effects across the natural resource sector;

AND WHEREAS the cumulative effects framework allows for the inclusion of marine values but the Province has not yet approved any marine values for cumulative effects assessment to inform decision making in coastal regions:

THEREFORE BE IT RESOLVED that UBCM request the provincial government to prioritize the approval of key marine cumulative effects values for long-term monitoring and cumulative effects assessments in coastal regions.

ON MOTION, was ENDORSED

R14) Recreational Boating Access Infrastructure

Township of Esquimalt

WHEREAS recreational boating is part of the fabric of many BC communities, contributes to the quality of life and is an important economic and recreational activity;

AND WHEREAS there is an ongoing decline in boating access infrastructure, and marinas and public boat launches are being removed to make way for development and community amenities:

THEREFORE BE IT RESOLVED that UBCM's coastal, riverfront and lakeshore member communities incorporate existing boating access infrastructure into community planning and identify areas in which there may be potential to add boating infrastructure to their longer-term community plans.

ON MOTION, was not ENDORSED

R15) Groundwater Extraction

Strathcona RD

WHEREAS water is an essential resource upon which all life, including all ecosystems and all local communities depend;

AND WHEREAS water is a public heritage and a public trust for present and future generations and access to water must not be compromised by commercial operations relating to commercial water bottling or commercial bulk water exports:

THEREFORE BE IT RESOLVED that the Premier of British Columbia and the Minister of Forests, Lands and Natural Resources Operations and Rural Development be requested to immediately cease the licensing and extraction of groundwater for commercial water bottling and/or bulk water exports from aquifers.

ON MOTION, was ENDORSED

R16) Climate Emergency Declaration

Sunshine Coast RD

WHEREAS the impacts of climate change in the form of extreme weather events, wildfires and drought are occurring at an accelerated rate and with growing frequency throughout BC and are creating major financial, social and environmental costs which are largely being borne by local governments and the residents they serve;

AND WHEREAS there is an urgency for action but a lack of resources and coordination to support local governments in their ability to adapt to and mitigate the ongoing effects of climate change, especially with respect to infrastructure upgrades, repairs and maintenance, and emergency preparedness measures:

THEREFORE BE IT RESOLVED that the provincial government be urged to declare a province-wide Climate Emergency in order to emphasize the critical imperative for immediate action and to assist with province-wide collaboration and coordination of resources that will support local governments and communities in their ability to adapt and manage ongoing change.

ON MOTION, was ENDORSED

The Second Resolution Session was then adjourned at approximately 11:30 am

THIRD REPORT FROM THE NOMINATING COMMITTEE FOR DIRECTOR AT LARGE

President Grieve called for nominations from the floor for the positions of Director at Large in addition to those already placed in nomination. Those nominated at the close of the nominations for Director at Large were:

Councillor Hazel Braithwaite, District of Oak Bay
 Councillor Colleen Evans, City of Campbell River
 Councillor Sarah Fowler, Village of Tahsis
 Councillor Cindy Solda, City of Port Alberni

President Grieve declared there would be an election for the position of Director at Large, and announced the time and location of the polling station. Each nominee spoke for two minutes.

JUNK TO JOULES

Director Plant introduced Siraz Dalmir, Key Account Manager for Municipalities, Fortis BC; Liz Farris, Corporate Climate Action Analyst, Capital Regional District; and Sundance Topham, CAO, Village of Cumberland. The panel presented on Renewable Natural Gas as a carbon neutral energy option with a benefit to economic development plans.

The Convention adjourned for lunch with performances by Maestro Arthur Arnold, Music Director of the Moscow Symphony Orchestra and Cellist, and Edward (Sungpil) Kim, Pianist.

CONCURRENT SESSIONS

Concurrent workshops were held between 1:30-4:00 pm.

- #1 Provincial Active Transportation Strategy
- #2 Revitalization of the ALC and ALR
- #3 Fair Taxation and the Fundamentals of Property Assessment
- #4 Let's Talk Rail – Island Corridor Foundation
- #5 Getting the Greatest Value for Your Tax Dollars with the CCSPi
- #6 Electoral Area Directors' Forum

ANNUAL BANQUET

The Annual Banquet was held at Dwight Hall in the Historic Townsite District.

Shortly before 7:30 pm, delegates and guests took their seats. The Piper led the parade of AVICC Executive Committee members into the banquet where delegates and guests were gathered. President Grieve welcomed delegates and guests, and thanked the host community and the sponsors for the evening.

At the banquet President Grieve presented Past President Marcotte with Life Membership in the AVICC.

SUNDAY, APRIL 14, 2019

The Convention reconvened at 8:30 am with President Grieve noting that evaluation forms had been placed on the tables asking for delegates' feedback on the Convention and that the completed evaluation forms would be used for the Grand Prize Award draw just prior to adjournment.

FOURTH REPORT FROM THE NOMINATING COMMITTEE FOR ELECTORAL AREA REPRESENTATIVE

President Grieve called for nominations from the floor for the position of Electoral Area Representative. Nominated at the close of nominations for Electoral Area Representative was:

Director Vanessa Craig, Nanaimo Regional District

At the conclusion of nominations, President Grieve declared the position of Electoral Area Representative was elected by acclamation.

ADDRESS BY ANDREW WEAVER, LEADER OF THE BC GREEN PARTY

President Grieve introduced Andrew Weaver, Leader of the BC Green Party and MLA for Oak Bay – Gordon Head who addressed the delegates. President Grieve thanked Dr. Weaver for coming to the Convention to present.

CARBON FOOTPRINT SURVIVOR CHALLENGE

Mayor Ken Williams from the District of Highlands presented the challenge that the District was making to local governments in AVICC to reduce their carbon footprint.

WORKING WITH THE DEPARTMENT OF FISHERIES AND OCEANS - AQUACULTURE

EA Representative Craig introduced Brenda McCorquodale, Manager, Aquaculture Resource Management with the Department of Fisheries and Oceans gave an overview of the role of the DFO. She reviewed how the DFO's role intersects with the roles and interests of local governments in BC. Mayor Josie Osborne from the District of Tofino updated AVICC members on the work of the DFO's Southern Resident Killer Whale Indigenous and Multi-Stakeholder Advisory Group. Mayor Osborne is the AVICC Executive's representative on the Group. Director Daniel Arbour of the Comox Valley Regional District gave an update on the DFO's Aquaculture Management Advisory Committee (Shellfish) in his role as AVICC appointee to the Committee.

MUNICIPAL INSURANCE ASSOCIATION OF BC

Director Penny Cote spoke as a Board Member of the Municipal Insurance Association of BC. She gave an overview on the history and role of the MIA and how it has assisted local governments in BC.

Following a refreshment break, Wood WORKS! BC presented Community Recognition Awards to the Village of Sayward and to the City of Campbell River.

MUNICIPAL FINANCE AUTHORITY

Chair Patrick Brabazon, qathet Regional District spoke as a member of the Board of Trustees for the Municipal Finance Authority. He gave an overview on the role of the MFA and how it has assisted local governments in BC with financing.

FINAL RESOLUTIONS AND LATE RESOLUTIONS SESSION

Resolutions resumed at 10:25 am with President Grieve in the Chair with Director Cote, 1st Vice President Jensen and 2nd Vice President Morrison.

R17) Recovering Municipal Costs Arising from Climate Change

City of Victoria

WHEREAS local governments are incurring substantial costs in relation to the impacts of climate change, including volatile weather patterns, drought, wildfires, erosion and other impacts;

AND WHEREAS it is fiscally prudent to recover these costs from corporations that have profited from the burning of fossil fuels, with knowledge that these economic activities contribute to climate change:

THEREFORE BE IT RESOLVED that UBCM explore the initiation of a class action lawsuit on behalf of member local governments to recover costs arising from climate change from major fossil fuels corporations;

AND BE IT FURTHER RESOLVED that the Province of British Columbia consider legislation to support local governments in recovering costs arising from climate change from major fossil fuel corporations.

ON MOTION, was not ENDORSED

R18) Cave Protection Act

Village of Tahsis

WHEREAS caves are uncommon and unique environments that can harbour rare and threatened species, unique mineralogy and sediments, First Nation heritage values; and are non-renewable, site-specific landscape features with natural, cultural, spiritual, aesthetic and scientific value;

AND WHEREAS caves are sensitive ecosystems that can underlie developed landscapes and as such are vulnerable to pollution, destruction by quarrying, vandalism, mismanagement, species extinction and general degradation caused by human activities:

THEREFORE BE IT RESOLVED that the Provincial Government should pass a Cave Protection Act in order to conserve caves, in perpetuity.

ON MOTION, was ENDORSED

R19) Shifting Investment to Low-Emission Transportation**City of Victoria**

WHEREAS the Prime Minister of Canada and the Premiers of BC and most provinces signed the Pan-Canadian Framework on Clean Growth and Climate Change in 2016, endorsing a policy shift that could substantially reduce greenhouse gas (GHG) pollution from transportation while funding public transit improvements, including inter-city and commuter bus and rail service;

AND WHEREAS the transportation sector is the second-largest contributor of GHG pollution in Canada, representing 23% of total emissions:

THEREFORE BE IT RESOLVED that local governments call on the Governments of Canada and British Columbia to fully implement their commitment in the Pan-Canadian Framework on Clean Growth and Climate Change, to shift investments “from higher to lower-emitting types of transportation”.

ON MOTION, was ENDORSED

R20) Promoting and Enabling GHG Reductions**City of Victoria**

WHEREAS the world's leading climate scientists have warned that we have less than 12 years to meet our climate targets, and early action is required to avoid significant costs and impacts to social and environmental well-being in our communities, and worldwide, local governments are uniquely positioned to enable this mobilisation effort, in a coordinated and integrated fashion across sectors, enabling individual action with timely and accurate information, incentives, directions, coordination, tools, targets and scalable, impactful programs;

AND WHEREAS local governments GHG reduction plans will be effectively and expeditiously realised through a dedicated focus on cutting the most impactful GHG sources, including: retrofitting existing buildings to high-efficiency standards; renewable electricity; elimination of fossil fuel heating sources; shifting people to transit, active transportation, and renewably powered mobility options; and the electrification of commercial and passenger vehicle fleets, the complexity and pace/progress of GHG reductions in both local governments and community require additional resources and planning to reduce risks of missing interim and longer GHG and renewable energy targets:

THEREFORE BE IT RESOLVED that local governments call on the Governments of Canada and British Columbia to pursue the following immediate sector actions to promote and enable GHG reductions and realize important social and economic co-benefits:

1. Make available all ICBC municipal vehicle km/make/model/fuel economy information.
2. Continue the development and implementation of world-class low carbon fuel standards.
3. Fully invest in delivery of the zero-emission vehicles sales targets as established in the CleanBC Plan.
4. Continue progressive and direct funding programs and partnerships for municipal low-carbon initiatives, including building retrofit, transportation, waste management and other priority and shared GHG reduction programs.

ON MOTION, was ENDORSED

LAND USE**R21) Cannabis and Farm Use Activities****City of Nanaimo**

WHEREAS the Agricultural Land Commission Act states “farm use” means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;

AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other “farm use” by limiting the structures for production, and narrowing the definition of ‘necessary’ activities under section 2(3), unlike any other crop in British Columbia:

THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation so that the lawful production of cannabis aligns with the growing structures and site development measures available for all other crops. More specifically, placing limits on the unique concrete structure growing method initially targeted for regulation to all crops. Thus enabling cannabis, when grown as any other crop, to be deemed a “farm use”, as defined in the Agricultural Land Commission Act and a “farm operation” under the Farm Practices Protection (Right to Farm) Act. Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review.

RESOLUTION WITHDRAWN

R22) Cannabis Plants on the Agricultural Land Reserve

City of Nanaimo

WHEREAS the Agricultural Land Commission Act states “farm use” means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;

AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other “farm use” by limiting the structures for production, and narrowing the definition of ‘necessary’ activities under section 2(3), unlike any other crop in British Columbia:

THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation in order to clarify the interpretation of section 2(2.5) of the ALR Regulation regarding the lawful production of cannabis “inside a structure (a) that has a base consisting entirely of soil”, and clarify that when producing cannabis in a greenhouse, it has the same meaning as “Greenhouse” under section 2(o)(i) of the Regulation. Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review.

AND BE IT FURTHER RESOLVED THAT the AVICC request the provincial government to amend the ALR Regulation section 2(2.5) to resemble something like the following:

- (2.5) The lawful production of cannabis is designated as farm use for the purposes of the Act if produced outdoors in a field or inside a structure
- (a) which has a base consisting entirely of soil, and
- (i) that is moveable in nature; or
 - (ii) on a helical pile foundation; or
 - (iii) whose base does not create irreversible damage to the soil.

ON MOTION, was ENDORSED

R23) Low Impact Foundation Systems for Farm Use Structures

City of Nanaimo

WHEREAS the structural use of concrete as a foundation system and associated fill is known to cause irreparable damage to soil biology and render a site unfit for soil-based crops in the future, and low-impact, low carbon, removable foundation technologies are available as a new standard for agricultural structure foundations;

AND WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) regulate “farm use” structures on the agricultural land reserve (ALR) and the deposit of fill is considered a farm use for all activities under sections 2(1) to (2.2), and does not

require notification to the ALR except under limited circumstances, and the National Farm Building Code applies to all agricultural "farm use" structures;

THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to encourage the use of low carbon, low impact, cement-free foundation technologies for farm use structures and buildings within the ALR, thereby reducing the deposition of fill material and elimination of arable soil capability in the long term.

ON MOTION, was ENDORSED

R24) Retrofitting of Structures to Reduce Impact of New Construction

City of Nanaimo

WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) Section 2(2.5)(b) has limited cannabis production to existing structures which were previously utilized for crop production, or were under continuous production prior to the regulatory change, eliminating the ability to convert non-crop or other structures within the Agricultural Land Reserve (ALR);

AND WHEREAS the Cannabis Act and Regulations require "good production practices" that create hygienic conditions for the cultivation and production of cannabis, and existing structures are available for federally compliant conversion, which would strengthen municipal 2018 BC Building Code oversight, reduce the pressure for new construction, and facilitate contribution to the local and BC Economy:

THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation to allow for the retrofitting of existing non-residential structures on the ALR for cannabis production.

ON MOTION, was not ENDORSED

HEALTH

R25) Canada Health Transfers

Town of Qualicum Beach

WHEREAS seniors account for 47% of Canada's healthcare spending while comprising 17% of our country's population;

WHEREAS the next decade is set to see a 93-billion-dollar increase in healthcare spending in Canada as a result of our aging population;

WHEREAS mid-island communities can expect per capita increases in healthcare costs owing to demographics in roughly the following amounts: Qualicum Beach: 77%, Parksville: 53%, Courtenay: 19%, Nanaimo: 12.5%, and Campbell River: 7%;

WHEREAS seniors comprise 52.1% of the population of Qualicum Beach and 23.3% of the population for Vancouver Island and the Coast;

WHEREAS demographic data was removed as a consideration for determining health transfer payment amounts by the federal government in 2012 and is presently not factored into health transfers, despite the fact there is a 444% variance in per capita healthcare spending on seniors relative to the rest of the population:

THEREFORE BE IT RESOLVED that the AVICC lobby the provincial and federal ministries of health to have demographics included in determining each province's funding through Canada Health Transfers.

ON MOTION, as amended, was ENDORSED

R26) Safer Drug Supply to Save Lives

City of Victoria

WHEREAS It has been two years since B.C. declared a public-health emergency due to increased overdoses, yet the death toll for those consuming substances continues to rise due to an unpredictable and highly-toxic drug supply;

AND WHEREAS people with opioid use disorder, a chronic relapsing medical condition, are at high risk of overdose-related harms including death and an estimated 42,200 people inject toxic substances in British Columbia, it is not possible for the treatment system to rapidly increase services fast enough to manage this number of people as “patients” within a medical treatment model given the many challenges in achieving and retaining the people on opioid use disorder treatment, people at risk of overdose in British Columbia do not have access to a safer alternative to the unpredictable, highly-toxic drug supply:

THEREFORE BE IT RESOLVED that in an effort to save lives and reduce harm due to an unpredictable and highly-toxic drug supply, and as part of a holistic response to the public-health emergency, including prevention, treatment, and recovery, that the Province of British Columbia work with local communities, Health Authorities across the Province, the Ministry of Mental Health and Addictions, and the Ministry of Health ensure that people at risk of overdose harm have access to safer alternatives.

ON MOTION, was ENDORSED

R27) Observed Inhalation Sites for Overdose Prevention

City of Victoria

WHEREAS British Columbia is currently experiencing an unprecedented public health emergency due to an unpredictable and highly-toxic drug supply, and smoking or inhalation is the second most common mode of consumption among all people who have died from a suspected illicit drug overdose and the most common mode of consumption among men and those between the ages of 15 and 29;

AND WHEREAS observed consumption services (i.e. supervised consumption services and overdose prevention services) are evidence-based harm reduction approaches shown to reduce overdose-related harm, and there is not adequate access to observed consumption services that provide space for inhalation where communities are facing crisis:

THEREFORE BE IT RESOLVED THAT to ensure that people at risk of overdose across BC have access to observed consumption services that provide space for inhalation, that the Province of British Columbia fund and work through local communities, Health Authorities across the Province, the Ministry of Mental Health and Addictions and the Ministry of Health to provide these services as part of a holistic response to the public-health emergency, including prevention, treatment, and recovery.

ON MOTION, as amended, was ENDORSED

SELECTED ISSUES

R28) Canada Post’s Neighbourhood Mail

District of Highlands

WHEREAS Canada Post’s Neighbourhood Mail (unaddressed bulk mail) was a cost effective program that allowed local governments and regional districts to mail notices to residents within their boundary;

AND WHEREAS changes to the program now see unaddressed bulk mail going to “precision targeted areas” that are no longer aligned with local government and regional district boundaries;

AND WHEREAS the changes result in properties outside of the local government receiving unaddressed bulk mail that are not relevant to them, and to higher costs for local governments and regional districts conducting these mail outs:

THEREFORE BE IT RESOLVED that AVICC and UBCM urge Canada Post to continue to allow neighbourhood mail (unaddressed bulk mail) to be delivered only to properties within the local government and regional district boundary.

ON MOTION, was ENDORSED

R29) Review of Resolutions Procedures**City of Campbell River**

WHEREAS the volume of resolutions admitted for debate from each area association, various local governments and the UBCM Executive, is excessive and does not provide time for wholesome debate on the UBCM convention floor;

AND WHEREAS the vetting of resolutions is inadequate and leads to a lack of rational, structured arguments to present a compelling case for government to act:

THEREFORE BE IT RESOLVED that UBCM conduct a thorough audit and review of its resolutions procedures to ensure that the resolutions on the floor of the UBCM convention are reduced in number, repetition and are focused on priority use.

ON MOTION, was ENDORSED

Part 2 – Section “B” – This section contains resolutions that support existing UBCM policy, including:

- Previously considered and endorsed resolutions; or
- Resolutions in keeping with UBCM policy

LEGISLATIVE**R30) Statutory Advertising Regulations****District of Sooke**

WHEREAS many constituents are accessing community news and current events through daily and weekly online publications;

AND WHEREAS municipalities should be free to advertise mandated notices additionally or exclusively in these daily and weekly online publications:

THEREFORE BE IT RESOLVED that the definition of “Newspaper” in section 29 of the *Interpretation Act*, section 29, be amended to include online publications including similar criteria related to content and publication intervals to print newspapers.

ON MOTION, was ENDORSED

TAXATION**R31) Funding of Fire Halls and Public Safety Buildings****Village of Cumberland**

WHEREAS community growth has direct impact on the provision of protective services and necessary infrastructure and apparatus, including fire halls and public safety buildings;

AND WHEREAS there are currently limited funding sources, other than property value taxes, to fund upgrades and expansion of fire halls and public safety buildings:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities AND the Union of BC Municipalities request that the Province of British Columbia amend the Local Government Act to allow development cost charges to be used for expansion of fire protection infrastructure.

ON MOTION, was ENDORSED

R32) Extension of Vacancy Taxation Authority to Local Governments**AVICC**

WHEREAS the Province of British Columbia responded to a housing affordability crisis in 2016 with legislation empowering the City of Vancouver to introduce a surtax on vacant residential properties, resulting in \$38-million in revenues for that community in 2018 and creating a strong disincentive to leaving properties vacant;

AND WHEREAS communities across British Columbia face housing affordability pressures, while a portion of the housing supply in all communities remains vacant, including properties that have remained derelict for years or decades, and vacant and derelict buildings pose substantial risks in terms of public safety in communities, as well as liveability and desirability for nearby and adjoining neighbourhoods and properties:

THEREFORE BE IT RESOLVED that the Province of British Columbia extend the authority to introduce a surtax on vacant residential properties to local governments across British Columbia, providing communities with the discretion to decide whether to introduce an additional tax to discourage vacant and derelict buildings, and encourage the occupancy, maintenance, and improvement of buildings to address housing affordability and public safety.

ON MOTION, was ENDORSED

FINANCE**R33) Development Cost Charges****City of Nanaimo**

WHEREAS the *Local Government Act* currently restricts the imposition of Development Cost Charges to areas of sewage, water, drainage, highway facilities and park land;

AND WHEREAS new development creates capital cost burdens on municipalities in other areas, such as emergency services, solid waste management, and recreational and cultural facilities:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and Union of BC Municipalities request the provincial government amend the *Local Government Act* to allow for the imposition of Development Cost Charges in areas other than sewage, water, drainage, highway facilities and park land.

ON MOTION, was ENDORSED

R34) Property Transfer Tax Redistribution for Affordable Housing**Comox Valley RD**

WHEREAS affordable housing for low-income citizens is in critical need and is currently severely challenged by current supply conditions and lack of adequate funding;

AND WHEREAS the Province of British Columbia collects approximately \$2 billion annually through the Property Transfer Tax:

THEREFORE BE IT RESOLVED THAT the UBCM petition the Province of British Columbia to provide an annual redistribution of 1% of the Property Transfer Tax to local governments across the Province for the specific purpose of addressing affordable housing.

ON MOTION, was ENDORSED

R35) Share of Liquor Tax for Policing**City of Courtenay**

WHEREAS the policing cost for the City of Courtenay is one of the most significant expenditures in the City's financial plan;

AND WHEREAS the availability of alcohol under the jurisdiction of the B.C. Liquor & Cannabis Regulation Branch can have significant implications on local policing costs:

THEREFORE BE IT RESOLVED that the Provincial Government be requested to provide a portion of the British Columbia Liquor Tax to communities to be used towards policing costs.

ON MOTION, was ENDORSED

R36) Isolation Allowance

District of Port Hardy

WHEREAS it is challenging to attract and retain employees in isolated communities because of a lack of full services and the extra cost to obtain these services elsewhere;

AND WHEREAS the provincial and federal governments recognize this challenge by providing isolation allowance to their employees:

THEREFORE BE IT RESOLVED that the provincial and federal governments provide a tax credit/deduction to all employees living in and around the same communities that those governments recognize with Isolation Allowance.

ON MOTION, was ENDORSED

R37) Strong Fiscal Futures

Cowichan Valley RD

WHEREAS the Province's response to the 2014 UBCM Strong Fiscal Futures resolution was limited to recognition of the need for more regular, structured dialogue between the Province and UBCM to better address shared duties to ensure the delivery of effective, responsive services to citizens;

AND WHEREAS local governments continue to face significant challenges in providing effective, sustainable services and infrastructure management under an outdated local government financial system and archaic revenue sources:

THEREFORE BE IT RESOLVED that the Province commit to pursuing the Strong Fiscal Futures report as a flexible blueprint for a diversified local government finance system that is both fairer and more sustainable.

ON MOTION, was ENDORSED

R38) Agricultural Support Services

Alberni-Clayoquot RD

WHEREAS agricultural extension services support government and community priorities around food security, economic development, climate change adaptation and water management; and

WHEREAS agricultural producers and stakeholders in each local government are subject to unique challenges and opportunities that are difficult to address in the long-term or in a consistent manner without predictable, non-project-based funding:

THEREFORE BE IT RESOLVED that the Ministry of Agriculture provide funding to local governments through a stable, annual and accountable framework to establish strategic and long-term regional agricultural extension supports.

ON MOTION, was ENDORSED

ENVIRONMENT

R39) Single-Use Disposable Products

City of Powell River

WHEREAS single-use disposable products, whether they are recyclable or not, must be manufactured, handled and then disposed of which is not always done in the proper waste stream;

AND WHEREAS all petroleum plastic disposable products are derived from fossil fuels which increases carbon emissions in the atmosphere, and all plastic products created never “go away”;

AND WHEREAS the “compostable” or “biodegradable” disposable products are not accepted at all composting facilities and can contaminate the recycling stream by being confused with recyclable plastic products;

AND WHEREAS the costs (both known and unaccounted for) associated with these disposable “products of convenience”, should be borne by the manufacturers, the distributors and the retailers who are creating the products and then handing them out to consumers, would create an environment of responsibility and awareness by assigning an environmental handling fee to these products which is dispersed to local government responsible for financing solid waste and recycling;

THEREFORE BE IT RESOLVED that the AVICC/UBCM request the Province of British Columbia to engage with retailers, manufacturers and industry to implement an environmental fee for all single use plastic products and packaged goods, (including compostable and biodegradable) entering the British Columbia market place to incentivize reduction, to help subsidize regional solid waste management programs, and to take action towards creating a Provincial Single-Use Item Reduction Strategy as part of a Provincial Zero Waste Strategy.

ON MOTION, was ENDORSED

LAND USE

R40) Development Permit Area Requirements

Islands Trust

WHEREAS in 2003 and 2011 UBCM endorsed resolutions calling for legislative changes so local governments can issue municipal ticket information or bylaw violation notices for contraventions of the prohibition on altering land in designated development permit areas, or contrary to issued development permits, but these changes have not yet occurred;

AND WHEREAS in British Columbia, designation of development permit areas is the main legislative mechanism for addressing protection of riparian and environmentally sensitive area and for protecting development from hazardous conditions such as erosion:

THEREFORE BE IT RESOLVED that UBCM request the provincial government to improve the enforceability of development permit area requirements by enabling local governments to enforce violations by way of prosecution, ticket or bylaw notices.

ON MOTION, was ENDORSED

R41) Regulation of Privately Managed Forest Lands

Cowichan Valley RD

WHEREAS forest management practices on privately managed forest lands are primarily governed by the Private Managed Forests Lands Council with an objective to encourage forest management practices on private managed forest lands, only taking into account the social, environmental and economic benefits of those practices;

AND WHEREAS forest management practices on privately managed forest lands can negatively impact the quality and quantity of water and effect ecosystem resilience to the impacts of climate change:

THEREFORE BE IT RESOLVED that the Province be requested to undertake a comprehensive review of, and amendments to the Private Managed Forest Act and all relevant legislation to strengthen requirements of private managed forest land owners to prevent negative impacts to the quality, quantity and distribution of water in our watersheds.

ON MOTION, was ENDORSED**R42) Logging in the Urban Interface****Sunshine Coast RD**

WHEREAS urban-rural fringe areas are transition zones where industrial land uses such as logging or other resource extraction, may conflict with local values or impact private water sources or contribute to property damage related to storm water management and erosion;

AND WHEREAS local government and private property owners have limited ability to influence resource extraction decisions:

THEREFORE BE IT RESOLVED that the provincial government establish buffer zones adjacent to residential properties that reduce conflict and ensure that property owners are protected from the adverse effects of resource extraction.

ON MOTION, was ENDORSED**R43) Intergovernmental Collaboration on Land Use Planning****Sunshine Coast RD**

WHEREAS the inclusion of local governments in joint indigenous - provincial land use planning processes would offer an opportunity for intergovernmental collaboration and open communication that supports relationship-building and government-to-government reconciliation efforts with First Nations;

AND WHEREAS local governments who are responsible for undertaking planning activities and providing services within defined geographic boundaries wish to engage with First Nations partners to address common interests and community needs:

THEREFORE BE IT RESOLVED that the provincial government be urged to include local governments in land use planning discussions with First Nations to ensure continuity of government-to-government engagement and support collaborative and complementary approaches to land use planning that recognize community interests.

ON MOTION, was ENDORSED**R44) Protection of Old Growth Forests****City of Victoria**

WHEREAS old-growth forest has significant economic, social and environmental value as wildlife habitat, tourism resource, carbon sinks, drinking watersheds and much more;

AND WHEREAS old-growth forest is increasingly rare on Vancouver Island and current plans on provincial Crown land call for logging the last remaining old-growth forest, outside of protected areas, Old-Growth Management Areas, and similar reserves, over the next 10-20 years:

THEREFORE BE IT RESOLVED that the old-growth forest on provincial Crown Land on Vancouver Island be protected from logging, beginning with a moratorium and followed by amendments to the Vancouver Island Land Use Plan.

AND IT BE FURTHER RESOLVED that the Provincial government work with First Nations, local communities, labour organizations and industry to pursue a just transition and expanded economic opportunities through sustainable management of second-growth forests and value-added production of forest products.

RESOLUTION WITHDRAWN**REGIONAL DISTRICTS**

R45) Regulate and Enforce Vehicle Parking on Provincial Roads**Nanaimo RD**

WHEREAS regional districts have not been granted the authority to regulate vehicle parking on roadways in rural areas;

AND WHEREAS the Province and the RCMP have limited resources to regulate and enforce the increased volume of vehicles parked illegally on roads and right-of-ways that cause congestion and unsafe conditions for other vehicles, pedestrians and emergency first responders:

THEREFORE BE IT RESOLVED that the Province of British Columbia extend authority to regional districts to regulate and enforce vehicle parking on provincial roads and right-of-ways.

ON MOTION, was ENDORSED

R46) Parking Enforcement in Rural Areas**Sunshine Coast RD**

WHEREAS the RCMP are responsible for enforcing parking regulations in rural areas which takes policing resources away from other priorities;

AND WHEREAS the provincial response to UBCM Resolution 2014-B102 requesting that regional districts be granted the authority to enforce parking regulations within their boundaries indicated that further research was required prior to undertaking any policy change:

THEREFORE BE IT RESOLVED that the Ministry of Transportation and Infrastructure and the Ministry of Public Safety and Solicitor General jointly review parking enforcement in the rural areas to either provide regional districts with the authority to enforce parking regulations within their boundaries or to adequately resource rural detachments to ensure that community safety issues related to illegal parking are addressed.

ON MOTION, was ENDORSED

SELECTED ISSUES**R47) Wireless Connectivity in Rural Areas****Alberni-Clayoquot RD**

WHEREAS intermittent or complete lack of cellular services in remote communities and along over 5,000 km of BC's rural highways creates a significant barrier for access to emergency services, negatively affects emergency response time, and increases public safety risk; and

WHEREAS there is a market failure to provide cellular services where revenue cannot support costs to deploy and maintain the service:

THEREFORE BE IT RESOLVED that the Province set targets to close gaps in cellular service in remote communities and along rural highway sections, and oblige service providers in partnership with all levels of government to close these gaps.

ON MOTION, was ENDORSED

R48) Provincial Universal School Food Program**City of Victoria**

WHEREAS almost 500,000 individuals in BC experience food insecurity, and Canada remains one of the only Organization for Economic Co-operation and Development (OECD) nations without a national school food program and Canada's current patchwork of school food programming reaches only a small percentage of students;

AND WHEREAS school food programs have been shown to increase children's consumption of vegetables, fruits and other healthy foods and decrease the consumption of unhealthy ones; improve students' mental

health, including reductions in behavioural and emotional problems; improve cognitive skills and increase scholastic success:

THEREFORE BE IT RESOLVED that UBCM advocate to the provincial government for a Universal Healthy School Food Program that will enable all students in BC to have access to healthy meals at school, building on existing programs and including food education to serve culturally appropriate, local, sustainable food to the fullest extent possible.

ON MOTION, was ENDORSED

PART 3 – LATE RESOLUTIONS

On motion, duly moved and seconded, that Resolution L1 titled “Moratorium on Hornby and Denman Fishery” distributed to members in attendance be admitted for debate was endorsed.

On motion, duly moved and seconded, that the Late Resolutions Report recommending that Resolution L3 titled “Increase Provincial RCMP Contribution” be admitted for debate was endorsed.

AVICC RESOLUTIONS COMMITTEE REPORT ON RESOLUTIONS RECEIVED AFTER THE DEADLINE

A. LATE RESOLUTIONS: ADMIT FOR PLENARY DEBATE

L1 Moratorium on Hornby and Denman Fishery

Comox Valley Regional District

L3 Increase Provincial RCMP Contribution

City of Colwood

B. LATE RESOLUTIONS: NOT APPROPRIATE FOR DEBATE

L2 Eliminate GST and PST on Construction Materials

Town of Ladysmith

L1) Moratorium on Hornby and Denman Fishery

Comox Valley Regional District

WHEREAS coastal communities rely on the sustainable management of our oceans and the Salish Sea in particular, as well as the protection of species at risk;

AND WHEREAS 4/5 of the herring fisheries have already been closed due to poor returns, with the last remaining fishery being located around Hornby and Denman Islands;

AND WHEREAS over 70,000 signatures have been gathered against this particular fishery;

AND WHEREAS the K’ómoks First Nation, whose unceded territory this fishery occurs on, has expressed concerns about current harvest levels:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request that the Department of Fisheries consider a moratorium on the Hornby and Denman Islands fishery, or a substantial reduction in the allowable catch volume effective in 2020.

ON MOTION, was ENDORSED

L3) Increase Provincial RCMP Contribution

City of Colwood

WHEREAS British Columbia Municipalities may jointly participate in RCMP/Policing to cost-effectively manage community safety in their region with the Province providing funding to each Municipality based on population;

AND WHEREAS the 2018 West Shore RCMP General Duty Service Assessment has identified that the current 81 officer detachment needs to be bolstered by 9 officers immediately and another 4 by 2023 with the current

share contributed by the Province providing 40% fewer officers per capita, equating to an approximate \$720,000 short fall, forcing some municipalities to contribute more than their equitable share;

AND WHEREAS the Province does not hesitate to force a municipality to hire additional officers when it determines that the Municipality requires them to meet the needs of the community, as was the case for the City of Victoria this year:

THEREFORE BE IT RESOLVED that the Province immediately increase their contribution for the provincial component of RCMP funding to meet the immediate and projected service needs for the communities they serve where a General Duty Service Assessment has identified a short fall.

ON MOTION, was ENDORSED

RESOLUTIONS OFF THE FLOOR

On motion, duly moved and seconded, that the resolution titled "Subsidies to Fossil Fuel Companies" distributed to members in attendance be admitted for debate was endorsed.

OF1) Subsidies to Fossil Fuel Companies

City of Victoria

WHEREAS the Federal government recently released a scientific report that reveals that Canada is warming at twice the global rate, the Provincial government recently approved a \$5.35-billion package of tax incentives for a \$40-billion LNG Canada megaproject, supported by \$1.275 billion from the Federal government, and, according to a 2015 report by the International Monetary Fund, the annual Federal government subsidy to the fossil fuel industry is \$46 billion;

AND WHEREAS the funding formula for local governments has changed little since 1867 with local governments receiving roughly 8 cents of every tax dollar leaving them unprepared for the emerging and significant costs of mitigation and adaptation to climate change;

THEREFORE BE IT RESOLVED that UBCM call on the Provincial government to end all subsidies to fossil fuel companies and to invest the money instead in climate change mitigation and adaptation activities being undertaken by local governments in a predictable and regularized funding formula;

AND BE IT FURTHER RESOLVED that the UBCM through the FCM call on the Federal government to end all subsidies to fossil fuel companies and to invest the money instead in climate change mitigation and adaptation activities being undertaken by local governments in a predictable and regularized funding formula.

ON MOTION, was ENDORSED

GOLD STAR RESOLUTION AWARDS

1ST Vice President Jensen announced the winners of the awards for Gold Star Resolutions.

The two runners up were the Islands Trust for R13 Key Marine Cumulative Effects Values and the Village of Tahsis for R18 Cave Protection Act.

The winner of the Gold Star Resolutions Award was the Sunshine Coast Regional District for R16 Climate Emergency Declaration.

INSTALLATION OF THE NEW EXECUTIVE

President Elected Jensen introduced the 2019-20 Executive and extended congratulations to them:

President	Councillor Carl Jensen, District of Central Saanich
First Vice President	Director Ian Morrison, Cowichan Valley Regional District
Second Vice President	Director Penny Cote, Alberni-Clayoquot Regional District
Electoral Area Representative	Director Vanessa Craig, Nanaimo Regional District
Directors at Large	Councillor Hazel Braithwaite, District of Oak Bay Councillor Coleen Evans, City of Campbell River Councillor Cindy Solda, City of Port Alberni
Past President	Director Edwin Grieve, Comox Valley Regional District

PRESIDENT ELECT'S REMARKS

President Elect Jensen thanked the assembly for confirming him as President, saying he was very honoured and looked forward to working with the Executive Committee. He thanked retiring Director Colin Plant and Past President Mary Marcotte for their service, and thanked President Grieve for his leadership and guidance.

President Elect Jensen also extended the appreciation of AVICC members to the host communities, and in particular to Councillor CaroleAnn Leishman for all her contributions including the entertainment at the banquet.

CONVENTION CLOSING

President Carl Jensen then closed the 70th Annual Convention. The Convention adjourned at 12:00 pm.

Liz Cookson
AVICC Secretary-Treasurer

2019-20 AVICC EXECUTIVE

PRESIDENT	Councillor Carl Jensen District of Central Saanich
FIRST VICE PRESIDENT	Chair Ian Morrison Cowichan Valley Regional District
SECOND VICE PRESIDENT	Director Penny Cote Alberni-Clayoquot Regional District
ELECTORAL AREA REPRESENTATIVE	Director Vanessa Craig Nanaimo Regional District
DIRECTORS-AT-LARGE	Councillor Hazel Braithwaite District of Oak Bay Councillor Colleen Evans City of Campbell River Councillor Cindy Solda City of Port Alberni
PAST PRESIDENT	Director Edwin Grieve Comox Valley Regional District

APPENDIX A

2018-2019 PRESIDENT'S REPORT

WELCOME

I would like to welcome everybody to Powell River for the Association of Vancouver Island and Coastal Communities' 70th Convention and Annual General Meeting. I would especially like to welcome our many newly elected officials who are attending for the first time. I'm sure you will all enjoy the program our staff and Executive have put together for this year's event. Over the next three days there will be resolutions, presentations, panel discussions and, of course, time for socializing, networking and making contacts and establishing new friendships.

It should be stated AVICC is not an arm of local government but rather a Society whose membership happens to be made up of local government elected officials. We are your professional organization dedicated to addressing the needs, concerns and challenges we all face in our day-to-day lives in community service.

Resolutions endorsed this weekend are brought forward to the Union of BC Municipalities who, in turn, advocates with senior levels of government on your behalf. As the AVICC President I have the privilege this year of being your representative on the UBCM Executive. Other AVICC members on the Executive include UBCM First Vice-President, Mayor Maja Tait from the District of Sooke, Director at Large, Director Travis Hall from the Central Coast Regional District, and Director at Large, Councillor Claire Moglove from the City of Campbell River. We are all very lucky to have such capable and dedicated representation on UBCM from our region.

I would like to mention some of our members serving on committees and boards starting with our own AVICC Director at Large, Director Penny Cote from Alberni-Clayoquot Regional District who sits as our representative on the Board of the Municipal Insurance Association of BC.

Another member, Mayor Josie Osborne from the District of Tofino, represents AVICC on the Federal Government's "Southern Resident Killer Whale Indigenous and Multi-Stakeholder Advisory Group." Josie has a degree in Marine Biology and she brings her expertise and experience as well as a coastal local government perspective to that table. We thank her for reporting out to the Executive at our Executive meeting in December.

A newly elected member, Director Daniel Arbour from the Comox Valley Regional District, has been nominated to represent our Association on DFO's "Aquaculture Management Advisory Committee (AMAC)" for Shellfish. Daniel is the representative for Area A in the Comox Valley which boasts the largest shellfish industry in western Canada. The DFO group meets in April and Daniel is here looking for options and input from AVICC members.

I would be remiss if I did not mention former Director Ian Winn from the Sunshine Coast Regional District who served with great dignity and ability in the role of AVICC Electoral Area Representative. Ian has retired from public life and we wish him and his family all the best.

Replacing Ian as the interim Electoral Area Representative is Director Vanessa Craig from the Regional District of Nanaimo. Welcome Vanessa, and thank you for facilitating the Electoral Area Forum that will be held on Saturday afternoon.

RESOLUTIONS

At the convention last year in Victoria, the membership discussed and endorsed many resolutions including:

ER2 AVICC Special Committee on Solid Waste Management

This Special Committee was formed in 2015 with representation from staff and elected officials from 9 Regional Districts to address collaboration, common strategies, synergies and economies related to solid waste management over the AVICC area. At the 2018 convention the membership reaffirmed support for the areas of work that include: Partnership; Advocacy; Long Term Disposal; Regulation and Enforcement.

Of these directives the most challenging has been the “Advocacy” bullet that speaks to engagement with the BC Ministry of Environment. Although there was some initial dialogue, the Provincial election cycle and ensuing change of government required a reintroduction of the conversation and re-establishing of relationships.

At the UBCM Ministers meetings in Whistler last September, Committee representatives met with the Honourable George Heyman, Minister of Environment and his staff. The Ministry has now committed to having Provincial staff participation at the staff committee level. In January the Ministry staff presented to the CAO/Technical Group on the Ministry’s “*Love Food-Hate Waste*” campaign.

The Special Committee’s Communications campaign called “*Recycle Right - At Home*” was developed collaboratively by the participating RD communications staff, and features five videos that are being released, one a week, this Spring.

R8 Climate Accountability for Fossil Fuel Companies

Letters were sent to 20 of the world’s largest fossil fuel companies outlining the types of costs that local governments are incurring and expecting to incur due to climate change, and requesting that corporations pay their fair share of those impacts on local governments. These letters were shared with the federal Minister of Environment and Climate Change, Catherine McKenna and the provincial Minister of Environment, George Heyman.

West Coast Environmental Law helped prepare the letters and, to date, AVICC has received responses from Shell Canada and BHP in Australia. This was in addition to some colourful unsolicited emails from citizens of Alberta and an interview from a reporter from the Globe and Mail. AVICC also received a letter of response from Minister McKenna’s office.

R11 BC Ferries Medical Priority Loading

This was a resolution about modifying the BC Ferries Travel Assistance Programme (TAP) to allow assured loading for patients travelling for treatment and care. The resolution was referred to the Executive to confirm how the current system operates.

Representatives from BC Ferries met with the AVICC Executive to clarify the policy and process. Karen Tindall, Director Customer Care and Stephen Nussbaum, Superintendent Customer Service and Operational Standards described how a patient’s doctor can apply for a “Medical Assured Loading” letter (MAL). Separately, the BC Ministry of Health offers a “Travel Assistance Program” (TAP) that is designed to help alleviate some costs for BC citizens who must travel within the Province for services. BC Ferries has now included information on the MAL program on their website. Details of the programs and the presentation are available in the October 26, 2018 minutes on the AVICC website at <https://avicc.ca/wp-content/uploads/2019/03/2018-10-26-AVICC-Minutes-Final.pdf>

R19 Active Transportation Infrastructure

R20 Cycling Infrastructure Funding

Advocacy on these resolutions included a meeting in May between five Regional Chairs and Minister Trevena in Victoria to discuss the Vancouver Island Master Transportation Plan, MoTI contracts and active Transportation Corridors. A further follow up meeting was held with the Minister in September at the UBCM Ministerial meetings in Whistler. The release of the Provincial budget in February shows

deeper commitment by the Province for these Transportation initiatives. Under the AVICC, RD senior staff are currently working with MoTI to draft MOUs to allow construction and maintenance of active transportation corridors adjacent to provincial roads.

CONVENTION POLICIES

As the President, I presented to two sessions in Parksville at the Local Government Leadership Academy (LGLA) to let newly elected members know about AVICC (who we are and what we do) and to give an overview of the resolutions process.

Following the 2018 convention and input from members, the AVICC Executive reviewed and updated the resolutions process to be in line with UBCM practice. The Executive this year has brought forward new policies that make some changes in the way “late resolutions” and “off the floor” resolutions can be brought forward to the convention floor. Instead of requiring 75% “super majority” vote to accept a late or off the floor resolution for debate, the threshold has been reduced to 60%.

Also, resolutions supporting existing UBCM policy are grouped together and moved as a “Block.” The threshold to remove a resolution from “the Block” for debate or amendments now only requires a simple 50+1% majority to separate it from the “Block.” Members may only move to remove a resolution from the block if they wish to speak in opposition or propose an amendment to the resolution.

Also, in keeping with current best practice, is the new AVICC “Code of Conduct.” AVICC is committed to providing a safe and respectful environment for all its members and we celebrate diversity in all its forms. By registering for the convention delegates have agreed to the Code of Conduct.

The AVICC Executive has also established Gold Star Criteria for the best written resolution with an award to be given out at this year’s convention. As we regularly receive many resolutions (over 50 this year) the quality of which can vary wildly, the Executive has initiated a “gold star resolution” award to encourage the submissions of resolutions that are fact based, clear, concise and well thought out. It is incumbent on the submitting local government and their staff to author the best package that they can in hopes that they can bring home the “Gold Star.”

AVICC LUNCH AT UBCM

The Annual AVICC lunch affords our membership an opportunity to get together every year at the Union of BC Municipalities Convention in September. Last year the convention was hosted in Whistler. In addition to our members, many MLAs and MPs from the area were present. BC Premier, John Horgan and Deputy Premier, Carole James also joined us with Premier Horgan giving a short address to the attendees.

Also honoured at the lunch with a lifetime membership was Past President Barbara Price. I’m sure everyone joins me in congratulating her and gives a heartfelt thanks to Barbara for her commitment and contributions to the AVICC and to local government as both a councillor and a regional district director.

AVICC INSURANCE

This year the Executive initiated a full year insurance policy for the Society. We have researched and implemented the new annual insurance policies for CGL and D&O to ensure continued good management and protection of the Association.

AVICC AUDIT

Much discussion was had as the Executive researched different alternatives for financial reporting including the “Notice of Reader” model and moving to an audit every two years. We obtained quotes

from large and small firms, and decided to stay with an annual audit with KPMG. It was felt that a proper audit every year would bring the greatest transparency and ensure the confidence of the AVICC Membership.

CHANGES TO CANADA REVENUE AGENCY REGULATIONS

Due to changes in regulations, discussion was had on how best to update the per diem payments to the Executive to reflect preparation time for meetings and to account for the change in CRA policy. New regulations require 100% of compensation to be reported as income. The Executive adjusted the per diem payments to take the new regulations into account.

MEMORANDUM OF UNDERSTANDING

In an acknowledgement of the importance of the forestry sector to the Island and Coastal Communities, we are in discussions with the Council of Forest Industries (COFI) on extending the MOU signed a few years ago between Coast Forest Products Association and AVICC. Coast Forest Products Association has now been absorbed into the bigger association. COFI is province wide and has planned a reception for AVICC members at this year's convention to give our members an opportunity to get to know COFI.

MEMBERSHIP, FINANCIAL AND ADMINISTRATION

- 100% membership has been maintained
- AVICC continues to enjoy a solid financial position
- AVICC has a five-year Contract for Services with UBCM, and continues to benefit from a strong relationship with UBCM staff

IN SUMMARY

The work of AVICC over the 2018-2019 term was a tribute to the great team and staff of the Association.

We look forward to serving our members through 2019-20 and welcome your input.

APPENDIX B

Financial Statements of

**ASSOCIATION OF VANCOUVER
ISLAND AND COASTAL COMMUNITIES**

Year ended December 31, 2018

KPMG LLP
St. Andrew's Square II
800-730 View Street
Victoria BC V8W 3Y7
Canada
Tel (250) 480-3500
Fax (250) 480-3539

INDEPENDENT AUDITORS' REPORT

To the Members of Association of Vancouver Island and Coastal Communities

Opinion

We have audited the financial statements of Association of Vancouver Island and Coastal Communities (the Entity), which comprise:

- the statement of financial position as at December 31, 2018
- the statement of operations and changes in net assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2018, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditors' Responsibilities for the Audit of the Financial Statements**" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged With Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with Governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation



- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

As required by the Societies Act (British Columbia), we report that, in our opinion, the accounting policies applied in preparing and presenting financial statements in accordance with Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding period.

KPMG LLP

Chartered Professional Accountants

Victoria, Canada

March 8, 2019

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Statement of Financial Position

December 31, 2018, with comparative information for 2017

	2018	2017
Assets		
Current assets:		
Cash and cash equivalents (note 2)	\$ 265,834	\$ 249,779
Prepaid expenses	-	7,700
Accounts receivable	1,510	1,170
	<u>\$ 267,344</u>	<u>\$ 258,649</u>

Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities	\$ 18,441	\$ 25,773
Deferred revenue	4,200	-
Deferred contributions (note 3)	57,390	57,390
	<u>80,031</u>	<u>83,163</u>
Net assets:		
Unrestricted	187,313	175,486
Contractual commitments (note 4)		
	<u>\$ 267,344</u>	<u>\$ 258,649</u>

See accompanying notes to financial statements.

On behalf of the Board:



Director



Director

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

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Statement of Operations and Changes in Net Assets

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Revenue:		
Annual meeting - registration	\$ 91,686	\$ 71,443
Association dues	86,254	83,940
Annual meeting - sponsorships	69,530	52,400
Interest	4,693	2,444
Other	-	8,173
	<u>252,163</u>	<u>218,400</u>
Expenses:		
Annual meeting	130,680	95,804
Union of BC Municipalities contract fees	85,168	78,154
Executive meetings	12,126	9,575
Professional fees	5,618	5,350
Consulting fees	2,460	2,172
Communication and staff travel	2,397	1,633
Other meetings	1,567	9,347
Postage, office and miscellaneous	320	6,405
	<u>240,336</u>	<u>208,440</u>
Excess of revenue over expenses	11,827	9,960
Net assets, beginning of year	175,486	165,526
Net assets, end of year	\$ 187,313	\$ 175,486

See accompanying notes to financial statements.

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Statement of Cash Flows

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Cash provided by (used in):		
Operations:		
Excess of revenue over expenses	\$ 11,827	\$ 9,960
Changes in non-cash operating working capital:		
Decrease (increase) in prepaid expenses	7,700	(2,700)
Decrease (increase) in accounts receivable	(340)	(79)
Increase (decrease) in accounts payable and accrued liabilities	(7,332)	18,737
Increase in deferred revenue	4,200	-
Increase in deferred contributions	-	4,515
Increase in cash and cash equivalents	16,055	30,433
Cash and cash equivalents, beginning of year	249,779	219,346
Cash and cash equivalents, end of year	\$ 265,834	\$ 249,779

See accompanying notes to financial statements.

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements

Year ended December 31, 2018

Nature of operations:

Association of Vancouver Island and Coastal Communities (the "Association") is incorporated under the Society Act (British Columbia) and is exempt from the requirement to pay income taxes. Its purpose is to promote autonomy within local government and to advance the principles of local government. The Association represents the various municipalities and regional districts of Vancouver Island, Powell River and the Sunshine and Central Coasts. On November 28, 2016, the new Societies Act (British Columbia) became effective. On May 9, 2018, the Association transitioned to the new Act.

1. Significant accounting policies:

These financial statements are prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations ("ASNPO") in Part III of the CPA Canada Handbook. The Association's significant accounting policies are as follows:

(a) Basis of presentation:

These financial statements present the financial position, results of operations and changes in net assets of the Association and, as such, do not include all the assets, liabilities, revenue and expenses of the members of the Association.

There is no provision in the accounts for income taxes as the activities of the Association are conducted on a not-for-profit basis.

(b) Cash and cash equivalents:

Cash and cash equivalents are defined as cash and highly liquid investments consisting of term deposits with original maturities at the date of purchase of three months or less.

(c) Revenue recognition:

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount received can be reasonably estimated and collection is reasonably assured.

Annual meeting sponsorships, registration and exhibit revenues are recognized as revenue when the conference takes place.

Association dues are recognized as revenue in the year they are earned and collection is reasonably assured.

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements (continued)

Year ended December 31, 2018

1. Significant accounting policies (continued):

(d) Contributed materials and services:

Due to the difficulty in determining fair value, contributed materials and services are not recognized in the financial statements.

(e) Financial instruments:

Financial instruments are recorded at fair value on initial recognition and are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Association has not elected to carry any such financial instruments at fair value.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment.

(f) Capital assets:

In accordance with the ASNPO Handbook section 4431, *Tangible Capital Assets held by Not-for-profit Organizations*, the Association has met the criteria to be considered a small organization and as such has not capitalized any expenditures. Capital assets owned by the Association but which have not been capitalized under this accounting policy include computer hardware.

(g) Use of estimates:

The preparation of financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

2. Cash and cash equivalents:

	2018	2017
Cash	\$ 61,944	\$ 49,198
MFA Money Market Funds	203,890	200,581
	\$ 265,834	\$ 249,779

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements (continued)

Year ended December 31, 2018

3. Deferred contributions:

Deferred contributions include \$44,665 (2017 - \$44,665) of provincial grants restricted for the facilitation of the activities of the Treaty Advisory Committee.

Also included in deferred contributions is \$12,725 (2017 - \$12,725) in contributions restricted for the activities of the Special Committee on Solid Waste Management.

4. Contractual commitments:

The Association has a contract with the Union of British Columbia Municipalities for administrative, office and various support services and has committed to pay \$86,820 in 2019 in respect of this contract by way of quarterly payments. The contract term ends on December 31, 2020. The amounts are subject to adjustment each January.




ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

qathet Regional District &
City of Powell River

2019 AGM & Convention

April 12 - 14

A WARM WELCOME

The qathet Regional District and the City of Powell River welcome the AVICC Convention delegates again this year after last hosting our Convention in 2010. We appreciate the host communities in not only providing a beautiful location in the upper Sunshine Coast, but also all the support and assistance. The 2019 AVICC Convention is sure to be a great opportunity for learning, policy making and networking.

PREMIER JOHN HORGAN



We are thrilled to welcome Premier John Horgan to the 2019 AVICC Convention, and look forward to his address to the delegates on Friday.

Born and raised in Victoria, Mr. Horgan was first elected to the Legislature in 2005 as MLA for Juan de Fuca, and has been re-elected three times to ridings in the region. He became leader of the BC NDP in 2014, and Premier of BC in 2017.

As a young man, Mr. Horgan worked in a BC mill and in a joinery. He earned his Bachelor's and Master's degrees at Trent University in Ontario and Sydney University in Australia. A meeting with Tommy Douglas sparked his interest in social democracy and he went on to work for Members of Parliament in Ottawa. Prior to becoming Premier,

Mr. Horgan attended the AVICC Convention each year to address delegates in his role as Leader of the Opposition. We appreciate his continued commitment to the AVICC and support of local governments in our region.

KEYNOTE SPEAKER: MARK COLLINS

The Role of BC Ferries in Coastal Communities



Mark Collins is a mariner and marine executive who leads a team dedicated to connecting people and communities in coastal BC. In his current role of President and CEO of BC Ferries, one of the largest ferry operators in the world, Mark oversees the delivery of safe, reliable ferry service that is vital to the social and economic health of coastal regions and their residents, and to BC.

Mark began his career on the water, first on bulk carriers, oil tankers and container vessels, eventually taking on shore-based management roles. Prior to joining BC Ferries, Mark was the President of Rolls Royce Marine Brazil and Rolls Royce Marine Italy. He holds a Masters in Business Administration in Transport and

Logistics from UBC, a Bachelor of Arts in Marine Geography from Saint Mary's University in Nova Scotia, a Diploma of Mechanical (Marine) Engineering from Memorial University in Newfoundland, and a Certificate in Strategic Leadership from Oxford University in the UK.

Mark's experience and knowledge are the foundation of his vision for BC Ferries today: to be a future focused enterprise that is trusted and valued by communities and customers.

PROGRAM IN BRIEF

Friday, April 12

- 9:00 am Pre-Convention Workshops
- 12:00 pm New Member Orientation
- 2:00 pm Official Opening
Keynote Address
- 4:00 pm Plenary
Minister's Address
Premier's Address
- 5:30 pm Welcome Reception
- 7:30 pm COFI Reception

Saturday, April 13

- 7:30 am Hot Breakfast
Elections for Table Officers
- 8:30 am AGM & Resolutions
UBCM President's Address
- 12:00 pm Delegates Lunch
- 12:45 pm Elections for Directors
at Large
- 1:00 pm Activity Break
- 1:30 pm Concurrent Workshops
- 3:00 pm Concurrent Workshops
- 6:30 pm Pre-Banquet Reception
- 7:30 pm Annual Banquet

Sunday, April 14

- 7:30 am Hot Breakfast
- 8:30 am Resolutions
Elections for EA Reps
Leader of BC Green Party
Plenary Session
Grand Prize
- 12:00 pm Adjourn



AVICC

PROGRAM Friday, April 12

70th Annual General Meeting & Convention
Powell River Recreation Complex, 5001 Joyce Avenue

PRE-CONVENTION PROGRAM

8:00 am	Registration Desk Opens (Foyer)
9:00 am – 12:00 pm	Workshop: Heritage Guidelines & Townsite District Tour (Elm Room)
9:00 am – 12:00 pm	Workshop: Blanket Exercise (Arbutus Room)
12:00 pm – 1:30 pm	Mayors, RD Chairs and RHD Chairs Forum (First Credit Community Room, Powell River Public Library, 100-6975 Alberni St)
12:00 pm – 1:00 pm	New Members Orientation Session (Elm Room)
1:00 pm	Trade Show Opens (Foyer)

AGM & CONVENTION MAIN PROGRAM – Evergreen Theatre

2:00 pm	Convention Welcome & Opening Remarks: AVICC President Edwin Grieve O' Canada Blessing: Honoured Elder Dr. Elsie Paul Welcome from Hosts: Chair Patrick Brabazon and Acting Mayor Rob Southcott Welcome from Tla'amin Nation: Hegus Clint Williams Convention Program Overview: AVICC President Edwin Grieve
2:25 pm	Nominating Committee Report: Past President Mary Marcotte
2:30 pm	Keynote Address: Mark Collins, President and CEO, BC Ferries
3:30 pm	Refreshment Break
3:50 pm	Nominations from the Floor for Table Officers, Candidate Speeches
3:55 pm	Address: Honourable Selina Robinson, Minister of Municipal Affairs & Housing
4:05 pm	Address: Honourable John Horgan, Premier of British Columbia
4:45 pm	Island Health Update: Leah Hollins
4:50 pm	Workshop: <i>Building Universal Child Care for BC Together</i>
5:20 pm	Final Comments and Wrap-Up, Major Door Prize Draw from TELUS
5:30 pm	Adjourn
5:30 pm – 7:30 pm	Welcome Reception (Foyer and Theatre)
7:30 pm – 9:30 pm	Council of Forest Industries (COFI) Reception (Seasider at Beach Gardens Resort)

PROGRAM

Saturday, April 13

The Trade Show is Open from 7:15 – 3:00 pm today

7:15 am	Breakfast Service Starts – Networking Breakfast (Arbutus Room)
7:45 am – 8:25 am	Working Breakfast – Let’s Talk Trash Team (Evergreen Theatre)
7:30 am – 8:30 am	Voting for Table Officers (as necessary) (Foyer)
8:30 am	Opening Remarks (Evergreen Theatre)
8:35 am	Address: UBCM President Arjun Singh, Councillor, City of Kamloops
8:55 am	Annual Meeting Convention Rules and Procedures Minutes of 2018 Annual General Meeting President’s Address and Annual Report 2018 Audited Financial Statements
9:05 am	Consideration of Resolutions, First Session
10:00 am	Refreshment Break
10:20 am	BC Hydro – <i>Emergency Response</i>
10:30 am	Consideration of Resolutions, Second Session
11:20 am	Nominating Committee Report Nominations from the Floor for Directors at Large Candidate speeches
11:30 am	FortisBC – <i>Junk to Joules: Renewable Natural Gas</i>
12:00 pm	Delegates Lunch
12:45 pm – 1:30 pm	Elections for Directors at Large (Foyer)
1:00 pm – 1:25 pm	Physical Activity Break Led by 1 st VP Carl Jensen (Meet by Registration)

CONCURRENT WORKSHOPS

1:30 pm – 2:30 pm	#1 Provincial Active Transportation Strategy (MoTI) (Evergreen Theatre) #2 Revitalization of the ALC and ALR (Elm Room) #3 Fair Taxation and the Fundamentals of Property Assessment (Poplar Room)
2:30 pm – 3:00 pm	Refreshment Break
3:00 pm – 3:30 pm	#1 Island Corridor Foundation Update (Poplar Room)
3:00 pm – 4:00 pm	#2 CCSPI: Getting the Greatest Value For Your Tax Dollars (Evergreen Theatre)
3:00 pm – 4:30 pm	#3 Electoral Area Directors’ Forum (Elm Room)

BANQUET

6:30 pm – 11:30 pm	Reception and Banquet (Dwight Hall, Walnut Street, Townsite Historic District)
6:30 pm	Reception and Entertainment
7:30 pm	Dinner and Remarks
9:00 pm	Jim Baron Band

PROGRAM

Sunday, April 14

7:30 am – 8:30 am	Networking Breakfast (<i>Arbutus Room</i>)
8:30 am	Opening Remarks Nominating Committee Report Nominations from the Floor for Electoral Area Representative, Candidate Speeches
8:35 am	Dr. Andrew Weaver, MLA, Leader of the BC Green Party
8:50 am	Carbon Footprint Survivor Challenge – District of Highlands
8:55 am	Working with the Department of Fisheries and Oceans – Aquaculture Division
9:55 am	Municipal Insurance Association of BC Update
10:00 am – 10:20 am	Refreshment Break
10:00 am – 10:30 am	Elections for Electoral Area Representative (as necessary) (<i>Foyer</i>)
10:20 am	Municipal Finance Authority of BC Update
10:25 am	Consideration of Resolutions and Late Resolutions
11:45 am	Nominating Committee Report (as required) Installation of New Executive Remarks by President Elect Prizes and Grand Prize Draw – <i>Must Be Present to Win</i> BC Ferries prize package
12:00 pm	Adjourn & Safe Travels BC Transit Bus to Downtown Ferry Terminal for Foot Passengers

THANK YOU TO OUR HOSTS

Special thanks are extended to qathet Regional District and the City of Powell River for hosting the 2019 AGM & Convention including supplying the facilities, decorating for the banquet, organizing the Friday morning sessions, providing local contacts, and speaker gifts.

Thank you for making the Convention a great experience for our Association.



qathet
REGIONAL DISTRICT

TRADE SHOW

HOURS

Friday 1:00 pm – 7:30 pm

Saturday 7:15 am – 3:00 pm

EXHIBITORS

BC Assessment

BC Hydro

BC Lottery Corporation

BC Transit & Powell River Regional Transit Commission

BC Council of Forest Industries & Wood WORKS! BC

Canada Post

FortisBC Energy

Health Networks

ICBC

Let's Talk Trash Team

Managed Forest Council

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Ministry of Jobs, Trade and Technology

Ohtsqken Canoe Family of Tla'amin Nation

Pacific Coastal Airlines

Private Forest Landowners Association

TELUS

Tourism Powell River

Vancouver Island University

Western Forest Products

SPONSORS

We wish to thank our sponsors for their contributions toward the 2019 AVICC Convention:

Saturday Delegates Lunch
FortisBC

Concurrent Workshops
BC Hydro

Municipal Finance Authority
Keynote Speaker

Friday Opening Session
Island Health

Audio Visual
TELUS

Banquet Dinner
Young Anderson

Banquet Entertainment
BC Lottery Corporation

Banquet Reception
BC Seafood Alliance

Trade Show
Mining Association of BC

Friday Welcome Reception
Vancouver Island University

Mayors and Chairs Forum
Lidstone & Company Law Corporation

Saturday Morning Breakfast
ICBC

Sunday Morning Breakfast
Municipal Insurance Association of BC

Program
BC Assessment

Speaker Gifts
Geoscience BC

Pre-Convention Session
BC Council of Forest Industries (COFI)

Pre-Convention Session
Wood *WORKS!* BC

Registration Services
Western Forest Products

Communications
Shaw Communications

Friday Afternoon Refreshment Break
Private Forest Landowners Association

Saturday Morning Refreshment Break
KPMG

Saturday Afternoon Refreshment Break
Truck Loggers Association

Sunday Morning Refreshment Break
CUPE VI

Transportation
BC Transit / Powell River Regional Transit

Grand Prize
BC Ferry Services

Banquet Wine
Pacific Coastal Airline

SESSIONS & SPEAKERS

KEYNOTE SPEAKER: MARK COLLINS, President & CEO, BC Ferries

Role of BC Ferries in Coastal Communities

Friday, 2:30 pm

The Convention will begin with a presentation and conversation with BC Ferries' President & CEO, Mark Collins. Mr. Collins will share information about how the company is preparing for the future and contributing to a sustainable environment.

Mr. Collins will also talk about the ways BC Ferries is moving to more closely align its vision and strategic plan with the aspirations of ferry customers and the communities served by ferries. He'll share the company's plans to add capacity to our coastal ferry system to meet demand and to build resiliency for the millions of customers who rely on BC Ferries each year.

PLENARY PRESENTATIONS

Building Universal Child Care for BC Together

Friday, 4:50 pm

With a one billion dollar commitment made in Budget 2018, the Provincial Government is seeking to build partnerships with local governments to support the creation of new child care spaces in their communities. This session will provide an overview of opportunities open to local governments to connect you with provincial resources and supports to build child care in your community. We will highlight successful project examples, and share insight into the vision taking shape for a universal child care system for BC.

Presenter: Michelle Kirby, Manager, Partnerships and Engagement, Childcare BC and former Oak Bay Councillor

Let's Talk Trash

Saturday, 7:45 am

Join Let's Talk Trash, qathet Regional District's waste reduction education team, to learn about the region's shoreline clean-up initiative and how you can integrate a similar volunteer-driven program that diverts 90% of what is collected in your community. The team will then dive into zero waste events, displaying zero waste stations that are available for use in the community, a mobile dishwashing trailer to facilitate the use of real dishware at outdoor events, and other resources that can help event coordinators integrate zero waste efforts into event planning.

Presenters: Abby McLennan, Let's Talk Trash Team Member
Tai Uhlmann, Let's Talk Trash Team Member

SESSIONS & SPEAKERS

Junk to Joules

Saturday, 11:30 am

Join us for an inspiring panel discussion about Renewable Natural Gas. Learn how FortisBC is working with AVICC communities and local governments to realize benefits from this innovative, carbon neutral energy option. CRD will give an update on the project being considered in the Capital Region, and hear how the Village of Cumberland is looking at RNG as a building block in their economic development plans.

Presenters: Siraz Dalmir, FortisBC Energy, Key Account Manager, Municipalities
Liz Ferris, Capital Regional District, Corporate Climate Action Analyst
Sundance Topham, CAO, Village of Cumberland

Working with the Department of Fisheries and Oceans Canada Aquaculture Division

Sunday, 8:55 am

The Department of Fisheries and Oceans Canada (DFO) has responsibility for regulating aquaculture activities in British Columbia. This includes marine finfish, shellfish, freshwater/land-based, and enhancement. DFO staff have responsibility for a variety of duties including: environmental reviews, approval and management of licences; First Nations consultation; stakeholder and industry engagement; policy development and intergovernmental liaison; monitoring and adaptive management (including fish health); research and science; compliance and the newly announced Area Based Aquaculture Management initiative. This presentation will provide an overview of the role of the DFO, and an opportunity to discuss how this intersects with the roles and interests of local governments in BC.

Presenters: Allison Webb, Director, Aquaculture Management Division
Brenda McCorquodale, Manager, Aquaculture Resource Management
Zac Waddington, Lead Veterinarian, Aquaculture Management Division

SATURDAY CONCURRENT WORKSHOPS 1:30 pm – 2:30 pm

Provincial Active Transportation Strategy – Hearing from Your Community

Saturday, 1:30 pm

The Ministry of Transportation and Infrastructure is developing an Active Transportation Strategy to be released later this year. The Strategy will aim to increase the use of active transportation (including walking and cycling) by British Columbians of all ages and abilities. The Ministry is hosting a series of regional consultation sessions in communities around the Province. The AVICC session is an opportunity to share information about the development of the strategy, some of the feedback we have heard so far, and provide details about how communities can have input into the themes, priorities and major initiatives of the forthcoming strategy.

Presenters: Dean Murdock, Project Manager, Active Transportation Project, MoTI
Jesse Skulmoski, Director, Strategic Initiatives, MoTI and BikeBC

SESSIONS & SPEAKERS

Revitalization of the ALC and ALR

Saturday, 1:30 pm

In January 2018, BC's Minister of Agriculture tasked an independent committee to provide recommendations to the provincial government on the revitalization of the Agricultural Land Reserve and Agricultural Land Commission. The Provincial Agricultural Land Commission (ALC) is an independent administrative tribunal dedicated to preserving agricultural land and encouraging farming in British Columbia. In November, the Province gave Royal Assent to amendments to the ALC Act. Join ALC Chair Jennifer Dyson to learn about the outcomes of this revitalization initiative and how changes to provincial legislation governing the ALR affect your local government.

Presenters: Jennifer Dyson, Chair, Agricultural Land Commission
Kim Grout, Chair, Agricultural Land Commission

SATURDAY CONCURRENT WORKSHOPS 1:30 pm – 2:30 pm

Fair Taxation and the Fundamentals of Property Assessment

Saturday, 1:30 pm

The session will provide a background on the history of taxation and BC Assessment, including the products and services BC Assessment offers and the role it plays in supporting the development of vibrant communities in BC. New and returning elected officials and senior staff will have the opportunity to learn more about fair taxation and property assessment, and to be a part of the continued conversation about building and strengthening our relationships and communities. Topics that will be covered include a history of taxation; principles of fair taxation; and an overview of BC Assessment including how it values and classifies properties, the assessment appeals process, and the relationship between assessments and taxes.

Presenter: Michael Spatharakis, Manager, Local Government Customers, BC Assessment

SATURDAY CONCURRENT WORKSHOPS 3:00 pm – 3:30 pm

Let's Talk Rail

Saturday, 3:00 – 3:30 pm

The Island Corridor Foundation's new CEO, Larry Stevenson will share information regarding the future of Rail on Vancouver Island.

Presenter: Larry Stevenson, CEO, Island Corridor Foundation

SESSIONS & SPEAKERS

SATURDAY CONCURRENT WORKSHOPS 3:00 pm – 4:00 pm

Getting the Greatest Value For Your Tax Dollars with the CCSPI

Saturday, 3:00 – 4:00 pm

This dynamic, 60 minute presentation will trace the roots of social procurement and the development of the new Vancouver Island and Sunshine Coast initiative that is helping local governments in the AVICC region maximize the value of tax dollars spent to procure goods and services. The presentation will provide case studies of social procurement projects on Vancouver Island that have delivered successful infrastructure projects that maximize community benefits while staying on (or under!) budget and compliant with international trade agreements. The Coastal Community Social Procurement Initiative is the result of two years of development and incubation by Vancouver Island and Sunshine Coast local government officials, staff members and experts, and this session will describe how your local government can join the CCSPI to benefit from the growing network of local governments and suppliers delivering successful social procurement.

Presenters: Kristi Fairholm-Mader, SCALE Collaborative
Rory Kumala, CEO, Vancouver Island Construction Association
Sundance Topham, CAO, Village of Cumberland

SATURDAY CONCURRENT WORKSHOPS 3:00 pm – 4:30 pm

Electoral Area Directors Forum

Saturday, 3:00 – 4:30 pm

The EA Forum has been an annual fixture at the AVICC Convention since 2016. The Forum provides an excellent opportunity to discuss issues that are common to many electoral areas. As an EA Director we may often feel that we are unique in the challenges we might have in our area, but by attending the Forum soon realize that there are many shared issues. What is most important from the Forum is that we can identify paths to advocate to senior governments to effect change and turn our collaboration into action. A louder voice is better heard.

Director Craig sent out a request for directors to suggest topics for discussion and these will be confirmed at the Forum.

Facilitator: Vanessa Craig, AVICC EA Representative and Nanaimo RD Director



BC ASSESSMENT



CODE OF CONDUCT

In keeping with practice at the UBCM Convention, AVICC is implementing a Code of Conduct for this year's convention. The online registration included a link to a form outlining the Code. By registering, delegates are acknowledging that they are aware that they are expected to adhere to the 2019 Code of Conduct.

ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES CONVENTION CODE OF CONDUCT

2019 Convention

The AVICC Executive has implemented a code of conduct for convention participants based on the following principles.

1. The primary purpose of the annual AVICC Convention is to provide the membership with an opportunity to set the Association's policy direction for the year ahead.
2. The Convention also provides delegates with an opportunity to learn, share and meet with other local, provincial and federal government officials in addition to other associations that are interested in engaging with local governments.
3. All delegates and convention participants have the right to a safe, fun and enjoyable experience. AVICC will not tolerate any communication or behaviour that demeans, threatens, or harasses anyone at its events.
4. All participants at the Convention, regardless of their employer, their position, their perspectives or priorities will treat others, and be treated, in a respectful, understanding and cooperative manner and behave in a manner that is respectful to other participants and their guests, and will not do anything that threatens the health, safety, security, or dignity of other participants or their guests.
5. Only local elected officials who are AVICC members are entitled to speak and vote on matters put forward to the membership. However, the annual Convention is open to the public, and anyone may attend the Convention so long as they register.
6. All AVICC members are viewed as equal regardless of their population, location, or their ability to attend the annual convention.
7. Participants are expected to adhere to this Code of Conduct at AVICC and other non-AVICC organized events associated with the Convention; and will be required to sign a confirmation that they have read, understood, and agree to this Code of Conduct at time of registration.
8. Breaches of the code of conduct will be addressed by the AVICC Executive.



RECEIVED
JUN 11 2019

Central Coast Regional District



June 1, 2019

Dear Regional District Chair and Board Members:

The 2019 Community Recognition Awards Call for Nominations is now open!

I invite your community to identify a recently completed civic building or structure with wood use (either architecturally or structurally), and submit your nomination for the 2019 Community Recognition Awards, to be presented at the UBCM convention in Vancouver this fall. The awards are presented annually to local governments that advocate for using wood in a local project, or through visionary initiatives that work toward building a community culture of wood. Wood use in public buildings brings pride to BC towns and cities, leaves a lasting legacy and celebrates BC's wood culture.

If you are thinking of a new project, there has never been a better time to take advantage of the many benefits wood has to offer.

Why wood? Wood is good!

Wood is also the best choice for the environment, as nothing can make a green building 'greener' than optimizing the use of wood, which has a smaller carbon footprint than other building materials. Wood also benefits occupants in the indoor environment. Research has shown people thrive when working and learning in beautiful and high-quality spaces finished with natural materials like wood.

What's new in the world of wood? Consider the advantages and possibilities.

Wood WORKS! BC and the Canadian Wood Council are here to offer our technical expertise, training and education to help your local government realize a lower carbon footprint, competitive building costs, and comfortable, high-performance and effective spaces for your community. Please call me if you are ready to move forward with a new civic project. I can provide information on the professional technical services Wood WORKS! BC offers to your project teams, FREE of charge.

The Wood WORKS! BC Community Recognition Awards program is your opportunity to showcase your community and a wood project that has brought pride to your citizens.

Submit your nomination today! www.wood-works.ca/bc

Regards,

Lynn Embury-Williams
Executive Director
Wood WORKS! BC
1 877 929 9663 – ext. 1
lembury-williams@wood-works.ca

PS Please note that nominations are only open to local governments and their projects. Projects must have been completed within the last three years and built in whole or part with local government funds. Self-nominations are accepted and encouraged.

Deadline for nominations: Friday, August 30, 2019

Board Meeting
JUL 11 2019
CCRD ITEM B+



WOOD SOLUTIONS CONFERENCES



WOOD DESIGN LUNCHEON CONFERENCES



IN-HOUSE SEMINARS



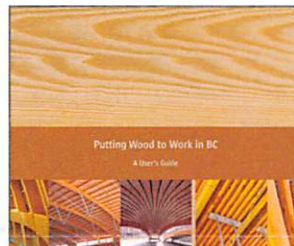
COMMUNITY RECOGNITION AWARDS



WORKSHOPS



WOOD DESIGN AWARDS



TECHNICAL SUPPORT



WOOD BUILDING TOURS

Wood *WORKS!* is a national industry-led program of the Canadian Wood Council, with a goal to support innovation and provide leadership on the use of wood products and building systems. Through conferences, workshops, seminars and case studies, Wood *WORKS!* provides education, training and technical expertise to building and design professionals and local governments involved with commercial, institutional and industrial construction projects throughout BC. For more than 20 years, Wood *WORKS!* BC has facilitated practical, efficient, versatile and cost-effective building and design solutions through the use of wood – the most sustainable, natural and renewable building material on Earth.

Wood *WORKS!* BC has also worked extensively with municipalities on projects ranging from fire halls to arenas to recreation centres. Wood *WORKS!* BC is a recognized resource to help BC communities build with wood and fulfill provincial aspirations to be the first and best customers of our forest products, and our expertise is available free of charge.

Wood *WORKS!* BC: Services to Local Governments

Free Technical Advice

- structural, fire, seismic, acoustic, envelope, architectural, building performance

Community Outreach

- local government liaison and wood design support
- provincial government consultation and collaboration
- industry association partnerships and consultation

Sourcing Wood Products and Building Systems

Professional Development/Liaison

- Architectural Institute of BC, Engineers and Geoscientists British Columbia, BC Housing, Building Officials Association of BC

High Performance Building Support

- advancing low embodied and low operational carbon buildings in your community



CITY OF BURNABY
OFFICE OF THE MAYOR
MIKE HURLEY
MAYOR

RECEIVED

MAY 07 2019

2019 May 02

Central Coast Regional District

Dear Chair and Directors:

Subject: Expanding Investment Opportunities
(Item No. 6(J), Reports, Council 2019 April 29)

Burnaby City Council, at the Open Council meeting held on 2019 April 29, received the above noted report and adopted the following recommendations, **AS AMENDED**:

1. THAT Council provide support for changes to the Community Charter to allow for expanded asset class investments under prudent investor rules.
2. THAT Council request support from other municipalities and regional districts for the requested changes to the Community Charter.
3. THAT Council submit a resolution, as outlined in Section 4.1 of this report, to the Union of British Columbia Municipalities, as outlined in this report.

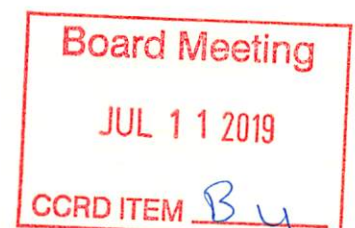
In accordance with Recommendation No. 2, a copy of the report, containing text of the resolution, is *enclosed* for your information.

Burnaby City Council appreciates your support on this matter.

Yours truly,

A handwritten signature in black ink that reads "M Hurley".

Mike Hurley
MAYOR



FINANCIAL MANAGEMENT COMMITTEE

RECEIVED

MAY 07 2019

Central Coast Regional District

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS***SUBJECT: EXPANDING INVESTMENT OPPORTUNITIES****RECOMMENDATIONS:**

1. THAT Council provide support for changes to the Community Charter to allow for expanded asset class investments under prudent investor rules.
2. THAT Council request support from other municipalities for the requested changes to the Community Charter.
3. THAT Council submit a resolution, as outlined in Section 4.1 of this report, to the Union of British Columbia Municipalities, as outlined in this report.

REPORT

The Financial Management Committee, at its meeting held on 2019 April 24, received and adopted the attached report requesting Council to support changes to the Community Charter to allow for prudent investor rules, thus expanding investment parameters and opportunities.

Respectfully submitted,

Mayor M. Hurley
ChairCouncillor S. Dhaliwal
Vice Chair

Copied to:	City Manager Director Finance
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TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2019 April 17

FROM: DIRECTOR FINANCE

FILE: 7500-01

SUBJECT: EXPANDING INVESTMENT OPPORTUNITIES

PURPOSE: To request Council to support changes to the Community Charter to allow for prudent investor rules, thus expanding investment parameters and opportunities.

RECOMMENDATIONS:

1. **THAT** the Committee recommend Council provide support for changes to the Community Charter to allow for expanded asset class investments under prudent investor rules.
2. **THAT** the Committee recommend Council request support from other municipalities for the requested changes to the Community Charter.
3. **THAT** the Committee recommend Council submit a resolution, as outlined in Section 4.1 of this report, to the Union of British Columbia Municipalities as outlined in this report.

REPORT

1.0 INTRODUCTION

Financial investments form a critical part of the activities of a municipality, providing a source of revenues for capital expenditures and to offset cash flow fluctuations. The allowable investment parameters as laid out in the Community Charter is considered a “prescribed” or a “closed” set of legislated guidelines designed to protect municipalities from taking unnecessary or undue risks. The concept being that the current regulations provide for a list of instruments that can be placed in the portfolio, instruments that are considered the most creditworthy and least risky, such as provincial debt obligations and investments in financial institutions in Canada. What occurs in a market such as Canada, which represents less than 3% of the global economy, is an over concentration of holdings and limited investment diversification due to the regulation limitations.

The parameters set and limitations for investment powers and opportunities has not changed for decades in British Columbia. The purpose of the proposed changes to Section 183 of the Community Charter is to provide municipalities with the ability to obtain improved returns

through asset class diversification, which in return can reduce tax implications and funding costs associated with capital funding; while also reducing investment risks. Analysis and discussion for structured governance will be critical to determine the scope of change and authority granted through legislated changes. However, the purpose of this report is to start the conversation with the Province.

2.0 POLICY SECTION

Goal

- A Connected Community
 - Partnership –
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- A Dynamic Community
 - Economic opportunity –
Foster an environment that attracts new and supports existing jobs, businesses and industries
 - Community development –
Manage change by balancing economic development with environmental protection and maintaining a sense of belonging
- A Thriving Organization
 - Financial viability –
Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets

3.0 MUNICIPAL INVESTMENTS

3.1 *Investment Funds*

Part 6, Division 3, Section 183 of the Community Charter provides investment guidelines to British Columbia municipalities. These legislated guidelines state that municipalities may invest or reinvest money that is not immediately required for expenditures as follows:

183 Money held by a municipality that is not immediately required may only be invested or reinvested in one or more of the following:

- (a) securities of the Municipal Finance Authority;
- (b) pooled investment funds under section 16 of the *Municipal Finance Authority Act*;
- (c) securities of Canada or of a province;

- (d) securities guaranteed for principal and interest by Canada or by a province;
- (e) securities of a municipality, regional district or greater board;
- (f) investments guaranteed by a chartered bank;
- (g) deposits in a savings institution, or non-equity or membership shares of a credit union;
- (h) other investments specifically authorized under this or another Act.

The British Columbia provincial government is responsible for the laws and framework that provide governance across the province. The *Municipal Act* has provided this guidance since the 1880's. In 1991, UBCM proposed the idea for the creation of a Bill of Rights for municipalities for the purpose of providing broader powers and greater freedoms for BC municipalities. The *Local Government Act* was then created and received Parliamentary approval in 1996. Finally, with Royal Assent in August 2001 of the *Community Charter Council Act*, a Community Charter Council was created for the purpose of developing the *Community Charter*.

BC municipalities have managed investment portfolios under these guidelines as a matter of fiduciary responsibility and with due diligence. Internal investment guidelines support each municipality's investment activities within the constraints of the *Community Charter*. While protectionist in nature, the regulations actually place inadvertent restrictions on the ability to generate higher rates of return and increased revenues, as well as limiting asset class diversification which is paramount to financial sustainability and risk diversification. Currently, BC municipalities can invest in two of the four main asset classes - money market (including cash equivalents) and fixed income (bonds). The other two asset classes include equities and real estate (or other tangible assets). This limitation in turn affects the portfolio real rate of return once inflation is considered and it affects annual taxation rates and other capital costs for a municipality.

3.2 Prudent Investor Rules

The prudent investor rule (aka prudent investor standard) requires the investment manager of an organization to conduct investment activities with care, skill and due-diligence for that which a prudent person would do when managing their own investments, such as property, cash or securities. Such a person would therefore deploy investments through a diversification strategy that can potentially reduce risks while enhancing returns.

A prudent investor would therefore have flexibility and seek opportunities based on market and economic cycles, as well as utilize diversification opportunities both in and outside of Canada. For a municipality, benefits from increased returns can reduce taxation requirements and fees. Without a change to provincial legislation, BC municipalities will continue to invest in

prescribed investment products which under varying market conditions, like the historical low interest rates experienced over the last 10 years that has in turn translated into the lowest yields and lower income.

3.3 Prudent Investor Rules – Other Jurisdictions

Various municipalities and pensions maintain prudent investor rules such as the cities of Ottawa, Edmonton, Calgary, Medicine Hat and more recently the City of Toronto. In 2000, the Canada Pension Plan began investing in equities and other investment products (real estate, commodities and futures) with the main goal of seeking higher returns and to stabilize the Canada Pension Plan (CPP) program for future generations. This change meant a more diversified and global deployment of funds for capital appreciation, taking advantage of a much larger global market than just Canadian content.

When the Province of Ontario decided to make changes to the municipal legislation, it was for the purpose of providing municipalities more flexibility. Thus, allowing local governments more freedom to invest available funds in a larger pool of diversified investment products. Providing the added flexibility and freedom could potentially deliver higher returns while lowering or removing systemic risks, reinvestment risks and interest rate risks. The Ontario government put in place specific requirements that a local government must meet to permanently opt into the prudent investor program. The logic was to ensure appropriate governance and structure was in place with separate guidance from an independent board for the expanded portfolio.

The City of Toronto is currently preparing to place their initial investments into equities now that the legislated requirements for prudent standards have been met. The City of Ottawa however has been investing endowment funds of over \$200 million since 2007. Ottawa conducted an RFP and hired two fund managers to manage the investments of the endowment. Applying prudent investment standards to the endowment funds has allowed the City of Ottawa to generate much higher yields over the last decade when compared to the funds invested based on the prescribed legislation. Also, the City of Ottawa is watching Toronto's activities closely and will contemplate the opt-in decision for the remaining portfolio funds as they have first-hand knowledge of the large differential in returns between their funds.

The City of Edmonton began investing in equities in 1995 with the creation of an endowment fund. A May 2014 staff white paper identified that through the use of asset class diversification, the endowment fund has contributed well over \$700 million to the City of Edmonton's operating budget and the fund has grown from \$445 million to \$710 million. Staff reports indicate that the change to investment structure has allowed the city to achieve cost efficiencies and to better align the portfolios with specific risk profile needs and objectivity. This in turn allows for the creation of new asset class investing, such as global infrastructure and emerging market equities, while achieving the goals of increasing overall returns and long term financial sustainability.

Another report highlighted that Edmonton home owners have saved over 7% for the period 2005 – 2014 on property taxes paid. Not only have the funds increased returns resulted in a reduction of the tax burden on citizens, but has and will continue to the support the city's financial position

and sustainability. The investment diversification through prudent investor rules has meant an expanded revenue base for operating and capital budgets.

3.4 Prudent Investor Rules – Capacity and Knowledge

While providing expanded investment options to municipalities through legislation can achieve many benefits, consideration must be made regarding municipal capacity and expertise. Any change in legislation will require municipal input in determining the governance structure that will work best for the province and each municipality. With examples from Ontario and Alberta now in place, this presents a tremendous opportunity to learn from the legislative process and experiences and to understand the need for improvements and the request to change.

Because of the vast range of assignments and work conducted in municipal treasury, the current staff compliments most likely will not have the expertise to branch out into a larger array of investment asset class products. Indeed, smaller municipalities have very few staff that manage varying professional disciplines such as budgets, banking, trades payable, accounting and investments. There are however significant differences amongst the municipalities in the lower mainland and across the province when it comes to portfolio management expertise and knowledge. So governance must consider inclusion for all without creating additional costs and risks.

Such risks can be mitigated through pooling investments or contracts with qualified funds managers through the set-up of simplified but effective reporting standards and clear guidelines. Under prudent investment standards the need for monitoring the decisions made, portfolio performance, policy and governance principles becomes even greater. Setting the criteria by thoughtful consideration will ensure a more comprehensive and general acceptance and adaptation by municipalities. The goal is not to make prudent investing an impossible challenge, but to ensure there is significant and meaningful impact when prudent investment standards are followed.

4.0 REQUIRED CHANGE IN LEGISLATION

The City of Burnaby has maintained a concentrated and focused effort on the investment portfolio for over three decades. This attention has provided for consistently improved yields and income generation. While the City of Burnaby has outperformed market benchmarks and municipal peers, there are still missed opportunities due to investment restrictions based on the current legislation.

While protectionist in nature, a “prescribed” or “closed” set of guidelines can introduce unintended risks by being extremely limited, thus introducing systemic and interest rate risks to a municipal portfolio. This can increase in magnitude for a large portfolio that seeks additional product and yield within the limited reach and size of the Canadian fixed income market. The *Community Charter* provides clarity but does not empower a municipality to obtain greater investment variation and seek to reduce risk further through asset diversification and allocation.

AND WHEREAS allowable investment parameters as laid out in the *Community Charter* is considered a “prescribed” set of legislated guidelines.

AND WHEREAS the Provinces of Alberta and Ontario have implemented a wider scope for local government investment, which responds to the needs of local governments of all sizes:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request the Ministry of Finance to amend the *Community Charter* to provide municipalities with the ability to obtain improved returns through asset class diversification, which in return can reduce tax implications and funding costs associated with capital funding, while also reducing investment risk.

5.0 RECOMMENDATIONS

It is recommended that the Committee recommend Council provide support for changes to the Community Charter to allow for expanded asset class investments under prudent investor rules. It is also recommended that the Committee recommend Council request support from other municipalities for the requested changes to the Community Charter and that a resolution, as outlined in Section 4.1 of this report, be submitted to the Union of British Columbia Municipalities on this matter.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:DS /ml

Copied to: City Manager

It is therefore proposed that by providing prudent investor standards within the *Community Charter* or other provincial legislation, risk versus reward through asset class diversification can culminate into various funding and cash flow opportunities as returns increase. If the City of Burnaby moved 30% of current holdings to other asset classes for example (Edmonton has 60% of the endowment fund in equities), with only a 2.5% increase in yield on that portion of the portfolio, the annual additional revenue would be \$12.75 million per year.

The evidence is very clear from municipal examples to pension plans and historical analysis that asset mix is a critical determinant of long term investment fund stability, yield and income. Maintaining a set of guidelines that limits municipal investing to a restricted list of products within limited asset classes will result in what is occurring in many municipal portfolios today – yields that range from 1.50% - 3.00% with significantly reduced income. The current standards limit municipal investments to the Canadian market only and to the fixed income asset class which is based on Canadian interest rates only.

The size and utilization of the City’s investment reserves, without debt payment obligations other than internally through annual depreciation, means we are well positioned for the longer term investment time horizon that is needed under other asset classes such as equities and real estate. Providing proficient and transparent oversight to the investment portfolio ensures the City of Burnaby is acting in the best interest of citizens. This also means identifying that as investment markets and economies have changed over the years, opportunities have been missed. The best starting point is to begin the conversation about making changes to the current investment legislation in British Columbia.

And while those opposed to change may suggest that introducing the prudent investor rules will bring with it needless risks, one must consider that risk is defined in many ways, including the long term financial sustainability of municipalities and the tax burden placed on residents. Risk diversification also means fund managers and fund management, not just guarantors and asset class diversification. Risk management means a governance structure that takes into consideration the varying investment strategies that can be deployed and empowering municipalities to diversify and grow for future generations of citizens. For these reasons, updating legislation to include prudent investment rules is practical and warranted.

4.1 Resolution: Expanded Asset Class Investments Under Prudent Investor Rules

Given the discussion above, and recognizing that the ability to properly manage and grow assets is an important role of local government, the following resolution has been prepared for the Committee and Council’s consideration.

WHEREAS financial investments form a critical part of the activities of a municipality, providing a source of revenues for capital expenditures and to offset cash flow fluctuations;



CITY OF PORT MOODY

OFFICE OF THE MAYOR

June 27, 2019

Selina Robinson, Minister of Municipal Affairs and Housing
 PO Box 9056 Stn Prov Govt
 Victoria, BC V8W 9E2

Dear Honourable Selina Robinson,

At the Regular Council Meeting of June 25, 2019, the City of Port Moody passed the following resolution:

THAT a letter to the Ministry of Municipal Affairs and Housing be sent by the Office of the Mayor expressing Support for Property Assessed Clean Energy Enabling Legislation for BC indicating our concerns and requesting that a study of PACE best practices be undertaken with expert stakeholders, including UBCM and FCM staff, in order to guide changes to legislation to allow for PACE programs in BC as recommended in the report dated June 4, 2019 from Councillor Amy Lubik regarding Support for Property Assessed Clean Energy Enabling Legislation for BC;

AND THAT the following resolution regarding Support for Property Assessed Clean Energy Enabling Legislation for BC be endorsed by the City of Port Moody and forwarded for consideration at the 2019 UBCM convention and forwarded to other UBCM members for support:

*WHEREAS climate change is the greatest threat to our municipalities;
 AND WHEREAS the pillars of the Clean BC program include better buildings, incentivizing retrofits and upgrading BC's stock of public housing so residents, many of whom are low-income families or seniors, can live in a more energy-efficient, healthier, and comfortable home;*

AND WHEREAS the cost of clean energy infrastructure is a major barrier for low and middle income earners, as well as small businesses and municipalities;

AND WHEREAS Property Assessed Clean Energy (PACE) legislation has proven to be effective in financing retrofits in other jurisdictions;

Board Meeting

JUL 11 2019

CCRC

BV

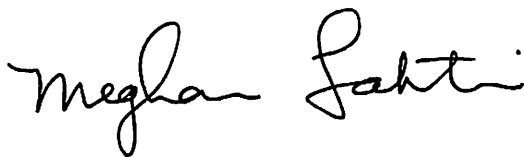
THEREFORE BE IT RESOLVED THAT the Province of British Columbia work with expert stakeholders with knowledge of Property Assessed Clean Energy (PACE) best practices, including UBCM and FCM, to study the application of PACE in BC and develop PACE enabling legislation for BC Municipalities.

Property Assessed Clean Energy (PACE) is a proven, common-sense financing tool that will allow the British Columbia Government to address the need to create transition jobs and address climate change, all without adding to the provincial debt. PACE is a powerful tool which, with the right legislative framework, could create a new clean energy ecosystem, bring new capital into the province, and significantly bolster the existing sustainability marketplace. The world is grappling with the tension between the carbon-based energy industry and a consensus that emissions are directly contributing to climate change. Currently, buildings account for 40% of GHG's. Through the development of a robust and thriving PACE ecosystem, BC can dramatically reduce its emissions by radically improving the energy efficiency of both its existing building stock and new builds.

The Federation of Canadian Municipalities is currently developing programs/grants for PACE; however these are not available in BC. It has been suggested that using limited municipal or foundation type funding instead of accessing private capital limits resources available for Property Assessed Clean Energy (PACE) projects. PACE delivers market certainty and turns sustainability measures into solid business case initiatives.

The City of Port Moody is asking that British Columbia develop enabling legislation for a strong and vibrant PACE program. An optimum solution could involve maximizing both government and private investments. A strong PACE program will deliver reductions in BC's municipal and provincial GHG emissions and make a significant contribution towards governments' ability to deliver on its GHG reduction commitments, to support reducing energy poverty, and to create Green Jobs. Such an initiative, if ultimately implemented in BC, would become one of the most significant steps municipalities could take to tackle climate change.

Sincerely



Meghan Lahti
Acting Mayor, City of Port Moody

CC: All UBCM Members