



Central Coast

REGIONAL DISTRICT

That we may be good people together

DRAFT REGULAR BOARD MEETING MINUTES

DATE: June 10, 2021

Board Meeting
 JUL 08 2021
 CCRD ITEM A(a)

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 10, 2021

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 Chair Samuel Schooner
Staff:	Chief Administrative Officer Recording Secretary Operations Manager Executive & Operations Assistant Records & Accounting Clerk Contractor	Courtney Kirk Evangeline Hanuse Ken McIlwain Destiny Mack Melanie Ward Donna Mikkelson

PART I – INTRODUCTION

1. Call to Order

Vice Chair Kennedy called the meeting to order at 11:29 a.m. and acknowledged the territories of the Nuxalk Nation, Heiltsuk Nation, and Wuikinuxv Nation, and respective First Nations territories in which CCRD provides services.

2. Adoption of Agenda

- 21-06-01 M/S Directors Northeast/Bertrand** THAT the agenda be received. **CARRIED**
- 21-06-02 M/S Directors Bertrand/Hall** THAT the Agenda be adopted with the following late items: draft congratulatory letters to Nuxalk and Heiltsuk Councils, a report from Jayme Kennedy on the Federation of Municipalities Convention, and the resumption of in person Board meetings. **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.

(A) ADOPTION OF MINUTES

a) Regular Board Meeting – May 13, 2021

- 21-06-03 M/S Directors Bertrand/Schooner THAT the minutes from the May 13, 2021 Board Meeting be received. CARRIED**
- 21-06-04 M/S Directors Northeast/Schooner THAT the May 13, 2021 minutes be adopted as presented. CARRIED**

PART II – LOCAL GOVERNANCE

(A) BYLAWS AND POLICIES

a) Request for Decision: Policies for Review, Revision, Rescind or Adoption

1) Policy A-2 – Office Hours & Periods of Closure

- 21-06-05 M/S Directors Schooner/Northeast THAT the Board of Directors of the Central Coast Regional District receives Policy A-2 Office Hours & Period of Closure. CARRIED**

The Board noted the September 30th federal holiday forthcoming called the National Day for Truth and Reconciliation to keep in mind.

- 21-06-06 M/S Directors Bertrand/Schooner THAT the Board of Directors of the Central Coast Regional District amends Policy A-2 – Office Hours & Periods of Closure. CARRIED**

2) Policy A-13 – Entrance Window Advertising

- 21-06-07 M/S Directors Schooner/Bertrand THAT the Board of Directors of the Central Coast Regional District receives Policy A-13 Entrance Window Advertising. CARRIED**

- 21-06-08 M/S Directors Northeast/Bertrand THAT the Board of Directors of the Central Coast Regional District reviews Policy A-13 Entrance Window Advertising. CARRIED**

3) Policy A-31 – Bylaw Review Process

- 21-06-09 M/S Directors Bertrand/Schooner** THAT the Board of Directors of the Central Coast Regional District receives Policy A-31 Bylaw Review Process. **CARRIED**
- 21-06-10 M/S Directors Schooner/Bertrand** THAT the Board of Directors of the Central Coast Regional District reviews Policy A-31 Bylaw Review Process. **CARRIED**

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Memo Re: Municipal Affairs Statutes Amendment Act, 2021 from Tara Faganello, ADM BC MMA

- 21-06-11 M/S Directors Bertrand/Schooner** THAT the Board of Directors of the Central Coast Regional District receive the Memo Re: Municipal Affairs Statutes Amendment Act, 2021 from Tara Faganello, ADM BC MMA. **CARRIED**

(b) Letter to CAO Kirk from Deputy Minister Okenge Yuma Morisho, BC MMA, Re: COVID-19 Safe Restart Grant Funding to CCRD

- 21-06-12 M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the letter. **CARRIED**

(c) Correspondence from MMA Re: CARIP

- 21-06-13 M/S Directors Bertrand/Hall** THAT the Board of Directors of the Central Coast Regional District receive the correspondence from MMA re: CARIP. **CARRIED**

(d) Report: CCRD COVID-19 Business Continuity and Services Restoration Plan Update

- 21-06-14 M/S Directors Hall/Bertrand** THAT the Board of Directors of the Central Coast Regional District receives the replacement of Appendix J – COVID-19 Centennial Pool Facility Reopening Plan of the CCRD COVID-19 Business Continuity and Service Restoration Plan with an updated version the COVID-19 Centennial Pool Facility Reopening Plan dated June 7, 2021. **CARRIED**
- 21-06-15 M/S Directors Northeast/Bertrand** THAT the Board of Directors of the Central Coast Regional District endorse the replacement of Appendix J – COVID-19 Centennial Pool Facility Reopening Plan of the CCRD COVID-19 Business Continuity and Service Restoration Plan with an updated version the COVID-19 Centennial Pool Facility Reopening Plan dated June 7, 2021. **CARRIED**

The Board asked if the Nuxalk Nation had input into the updates.

CAO Kirk did not seek review from the Nuxalk EOC and guidance and advice on updates was from CCRD pool staff. The changes since last year that are contained in the appendix are around modest adjustments to do with staffing loads to help navigate traffic and support the public adhering to the guidance.

FINANCIAL SERVICES

(e) Filing Under the Financial Information Act - SOFI 2020

21-06-16 **M/S Directors Bertrand/Hall** THAT the Board of Directors of the Central Coast Regional District receives the Statement of Financial Information (SOFI) pursuant to the *Financial Information Act* for the year ended December 31, 2021. **CARRIED**

21-06-17 **M/S Directors Bertrand/Northeast** THAT the Statement of Financial Information (SOFI) pursuant to the *Financial Information Act* for the year ended December 31, 2020 be approved and submitted to the Ministry of Municipal Affairs and Housing. **CARRIED**

The Board asked about the life insurance policy in general. CAO Kirk noted it is a UBCM administrated plan that most of the Directors opted out of and notes this matter will also be addressed in the updated remuneration bylaw. CAO Kirk believes there was a closing period to sign up for the life insurance policy but will cross-check this. The Board can also consider the Directors signing up to CCRD's benefits in the future.

(f) Correspondence for Information: Gas Tax Payment

21-06-18 **M/S Directors Schooner/Northeast** THAT the Board of Directors of the Central Coast Regional District receives the Gas Tax Payment Letter. **CARRIED**

TRANSPORTATION SERVICES

(g) Report: Denny Island Airport Operations and Facilities Service Update

21-06-19 **M/S Directors Schooner/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Denny Island Airport Operations and Facilities Service Update report. **CARRIED**

(h) Report: Bella Coola Airport and Facilities Service Update

21-06-20 **M/S Directors Northeast/Schooner** THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Airport and Facilities Service Update report. **CARRIED**

PUBLIC WORKS SERVICES

(i) Urban Systems Project Updates

1. Denny Island Water System – May 2021

21-06-21 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Denny Island Water System project update. **CARRIED**

2. Hagensborg Water System – May 2021

21-06-22 M/S Directors Hall/Schooner THAT the Board of Directors of the Central Coast Regional District receives the Hagensborg Water System project update. **CARRIED**

The Board commented that there are ongoing concerns with potable water provided to Indigenous communities. Premier Trudeau has not yet fulfilled promise to provide clean drinking water to Indigenous peoples across Canada.

3. Bella Coola Valley Flood Risk Assessment – May 2021

21-06-23 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Bella Coola Valley Flood Risk Assessment project update. **CARRIED**

COMMUNITY AND DEVELOPMENT SERVICES

(j) Report: Firvale Wilderness Camp

21-06-24 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive the Firvale Wilderness Camp Planning Report. **CARRIED**

21-06-25 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District directs Administration to research outcomes if the rezoning application is not granted including enforcement options, to research other zoning classifications or amendments, further information on process and procedures around public hearings, to research the implication of taxation or property values changing in the neighbourhood if the property is rezoned;

AND THAT Administration provide further guidance on the conflict-of-interest rules regarding decision makers or Board members who operate competing businesses in the same sector and Administration will provide the resolution to the applicant and concerned neighbours. **CARRIED**

PROTECTIVE SERVICES

(k) Correspondence for Information

1. 2019 CEPF: Final Payments notification, Volunteer Fire Departments

21-06-26 M/S Directors Schooner/Bertrand THAT the Board of Directors of the Central Coast Regional District receives the 2019 CEPF: Final Payments notification for Volunteer Fire Departments. **CARRIED**

2. 2021 CEPF: Approval notification, Denny Island Sea-Can

21-06-27 M/S Directors Bertrand/Schooner THAT the Board of Directors of the Central Coast Regional District receives the 2021 CEPF: Approval Notification for Denny Island Sea-Can. **CARRIED**

3. FireSmart Research Notification

21-06-28 M/S Directors Schooner/Northeast THAT the Board of Directors of the Central Coast Regional District receives the FireSmart Research Notification. **CARRIED**

4. Wildfire BC Statement from Fire Centre Manager

21-06-29 M/S Directors Schooner/Hall THAT the Board of Directors of the Central Coast Regional District receives the Wildfire BC Statement from Fire Centre Manager. **CARRIED**

The Board recessed at 1:00 p.m.
The Board reconvened at 1:40 p.m.

5. Correspondence for Information: Re: May 2021 Regional Calls from Tara Faganello, ADM BC MMA

21-06-30 M/S Directors Northeast/Hall THAT the Board of Directors of the Central Coast Regional District receives the Correspondence for Information: Re: May 2021 Regional Calls from Tara Faganello. ADM BC MMA. **CARRIED**

(l) Correspondence for Action: Invitation Re: June 2021 Regional Calls with Ministers Osborne and Eby

21-06-31 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Correspondence for Action: Invitation regarding June 2021 Regional Calls with Ministers Osborne and Eby. **CARRIED**

GOVERNANCE

(m) Call for Nominations for UBCM Executive

21-06-32 M/S Director Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Call for Nominations for UBCM Executive. **CARRIED**

(n) UBCM Meeting Requests:

- 1. John Horgan, Premier**
- 2. Minister of Municipal Affairs, Josie Osborne, Minister**
- 3. BC Hydro**

21-06-33 M/S Directors Northeast/Bertrand THAT the UBCM Meeting Requests be received. **CARRIED**

The Board discussed items that may be meaningful to discuss at UBCM with various Ministers. Items included abandoned and derelict buildings in Ocean Falls and other areas of the Central Coast like Namu and Bella Coola, housing affordability issues, financing reconciliation, internet connectivity, connecting the Outer Coast through transportation, emergency medical evacuations, recreational activities, maternity services in Bella Coola, retirement of the landfill, fisheries management, BC Hydro power surges and effects on households, and the emergency management MOU.

21-06-34 M/S Directors Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District directs Administration to request the meetings as discussed and additional meetings at Administration's discretion in consultation with the Chair and Vice Chair. **CARRIED**

(o) 2021 Provincial Appointment Book

21-06-35 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the 2021 Provincial Appointment Book. **CARRIED**

21-06-36 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District authorize a governance workshop to be held on July 7, 2021 from 9 am to 1 pm and attending Directors be remunerated for their participation for the hours attended as an hourly work assignment as per the CCRD Director's Remuneration Bylaw. **CARRIED**

21-06-37 M/S Directors Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District be remunerated at an hourly special work assignment rate for the Cultural Sensitivity Training on September 7, 2021. **CARRIED**

(p) Meeting of Regional District Chairs to Discuss Legislative Reform – June 25, 2021

- 21-06-38 M/S Directors Schooner/Bertrand** THAT the Board of Directors of the Central Coast Regional District receives the Meeting of Regional District Chairs to Discuss Legislative Reform on June 25, 2021. **CARRIED**

I, Director Daniel Bertrand disclose that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter, I have a direct pecuniary interest that constitutes a conflict of interest in item p. The reason for my declaration is the item being discussed relates to my remuneration for attending the meeting on Legislative Reform. I will leave the room during the discussion of this item, in accordance with Section 101(1) and (2) of the Community Charter.

- 21-06-39 M/S Directors Northeast/Schooner** THAT the Board of Directors of the Central Coast Regional District authorize a half day remuneration rate for Director Bertrand's attendance and prep for the meeting on June 25, 2021 from 1-4 pm regarding Legislative Reform. **CARRIED**

(q) Draft Letters to Heiltsuk Tribal Council and Nuxalk Chief and Council – Late Item

- 21-06-40 M/S Directors Northeast/Hall** THAT the Board of Directors of the Central Coast Regional District receives the draft congratulatory letters to Heiltsuk Tribal Council and Nuxalk Chief and Council. **CARRIED**

- 21-06-41 M/S Directors Hall/Northeast** THAT the Board of Directors of the Central Coast Regional District endorses the draft congratulatory letters to Heiltsuk Tribal Council and Nuxalk Chief and Council. **CARRIED**

(r) FCM Report – Late Item

- 21-06-42 M/S Directors Northeast/Bertrand** THAT the Board of Directors of the Central Coast Regional District receive the late item – FCM Report from Vice Chair Kennedy. **CARRIED**

- 21-06-43 M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District directs Administration to work with the CCRD Vice Chair to work on the process to get a Financing Reconciliation resolution advanced to the 2022 FCM conference. **CARRIED**

(s) In Person Meetings – Late Item

- 21-06-44 M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District directs Administration to prepare for an in-person Board meeting in Bella Coola in September 2021. **CARRIED**

The Board noted that the province is undergoing a phased reopening schedule. The Board discussed the merits of meeting in person in July or September, as well as

keeping virtual options open. CAO Kirk noted that to logistically prepare for a July in-person meeting would be a difficult preparatory turnaround time.

Director Hall left the meeting.

(C) EXECUTIVE REPORTS

a. Electoral Area Reports

Area C Report: Vice Chair Kennedy

Vice Chair Kennedy acknowledged that this week has been a reminder of the trauma inflicted on Indigenous peoples through the legacy of residential schools (in regards to the remains of 215 children buried in a mass grave at a Kamloops residential school). The world is watching now and there is a resounding call to action while communities are grieving. It is hoped that this will bring attention to the depths of the trauma endured and this is not an issue of the past but very much in present day.

Congratulations were given to Chair Schooner on being successfully elected as the Chief Councillor of the Nuxalk Nation in the May 26th election. Vice Chair Kennedy articulated that Chair Schooner is a good fit for the job and will prove to be a good leader.

Vice Chair Kennedy is feeling cautiously optimistic about the restart plan for BC that is unfolding. More and more people are becoming fully vaccinated and the COVID-19 numbers are declining. Safety precautions will need to be continued with to keep the virus numbers down. There is hope in seeing fellow Directors in person in a safe manner in the future.

During the last month the AVICC conference took place and congratulations are owed to Director Hall for winning a seat on the executive. The CCRD put forward 3 resolutions that were endorsed, which was exciting. Going forward it is hoped that this conference moves from the virtual platform to in person.

The Bella Coola Music Festival will be going ahead in-person on July 17-18, 2021. This morning along with Director Hall and CCRD staff, the Village Workshop began by Hollyhock. It was a fantastic start to cultural sensitivity training that will also be received in September.

Area A Report: Director Bertrand

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

If Director Hall were in attendance, he could announce the exciting news that the Heiltsuk Nation has purchased Shearwater Marine Resort. The purchase

was inclusive of all real estate property and the fishing resort. The Heiltsuk Nation is now the largest property owner on Denny Island and likely in all of Area A. It raises interesting questions about how we go forward and work together. There are currently excellent partners and relationships. Director Bertrand remains optimistic for the future and for constituents.

The Central Coaster, which provides essential services to Ocean Falls, Bella Bella, Denny Island, Wuikinuxv and other communities, has been purchased separately by an affiliated company of Don McNeice's Bridgeview Marine. Services will continue as usual. Director Bertrand acknowledged the long ownership of the Widsten family, originally from Bella Coola, who were some of the original Norwegian settlers of the Bella Coola Valley.

Director Bertrand concluded with the great news that the Sea Can supplies grant for Denny Island was successfully obtained.

Area D Report: Director Northeast

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

Director Northeast congratulated Chair Schooner in the recent Nuxalk Nation election. There will be a lot of work ahead and the Board is proud of the prospect of the work that can be achieved.

The revelation of 215 small bodies found at the residential school in Kamloops reminded many of the horrors of the residential school system. In recognizing that tragedy Director Northeast also wanted to acknowledge Walter Tallio, who has passed away and attended Indian Day School. Some things that Mr. Tallio relayed were that in the Day School they were not allowed to speak their language and were told that their way of life was ending. Such that there was no need to go home and learn from the elders and hunt and gather. There was a new world coming, which were lies. Mr. Tallio expressed that the boys were taught to be labourers and the girls were taught to be domestics, yet how would he have known he could have been a doctor?

Director Northeast continued that it is a tragedy for the families of the children that died because there was a loss of potential on what First Nations could or couldn't be. The wedge that was instilled created a divide between the younger and older generations. Indian Day School is just as implicated as residential schools.

Director Northeast thanked fellow Board members, the staff, especially Ken and Fletcher who receive many questions about the landfill.

Area E and Chair Report: Chair Schooner

Chair Schooner thanked the Vice Chair and presented his verbal report as follows.

Chair Schooner offered thanks for all of the congratulations on being elected Chief Councillor. With the news coming out of the children's bodies found in Kamloops, it has been an emotional roller coaster. The outpouring of support has also been amazing. Chair Schooner is using this time to check in with aunts, uncles and his mother that attended residential schools. This news has a traumatizing effect on some.

Residential school survivors and Indian Day School survivors are called survivors for a reason. It is difficult to imagine what the students went through. They are all still here because they survived. We are here because they survived. Our children are here because they survived. Indigenous nations will only get stronger. That is the beauty of this time. Chair Schooner looks forward to 20 years ahead to see what our grandchildren will be doing. There are exciting things to look forward to, partnerships to repair. There is a lot of work ahead but good healing work will take place.

A healthy Nation will be a dominant Nation. The dream is to unite the Nation and for the people of the Central Coast to live peacefully. With peace comes economic development and people can be trained in many different fields. Director Schooner had a conference call with the Carrier Chilcotin and Shuswap chiefs discussing the matter of reconnection. Chief Joe Alphonse noted making use of the new grease trail, Highway 20. Together the Nations can flourish and build each other up and if an alliance is made before meeting with industry and governments, this will be successful. Doing the opposite of this has only failed us as 'divide and conquer' is a tactic used. We will be unstoppable if we can unite. Director Schooner voiced love for everyone and concluded his report.

(t) Correspondence for Information: Re: Support for 988 Suicide and Crisis Line Initiative from the City of Langley

21-06-45 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive the Correspondence for Information: Re: Support for 988 Suicide and Crisis Line Initiative from the City of Langley. **CARRIED**

(u) Correspondence for Information: Re: Support for Expedient and Resourced Implementation of the Old-Growth Strategic Review from the District of Tofino

21-06-46 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive the Correspondence for Information: Re: Support for Expedient and Resourced Implementation of the Old-Growth Strategic Review from the District of Tofino **CARRIED**

(v) Correspondence for Information: Support working Forests on Vancouver Island and in British Columbia from the Town of Port McNeill

21-06-47 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive the Correspondence for Information: Support Working Forests on Vancouver Island and in British Columbia from the Town of Port McNeill. **CARRIED**

(w) Correspondence for Information: Support working Forests on Vancouver Island and in British Columbia from the from the City of Gold River

21-06-48 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive the Correspondence for Information: Support Working Forests on Vancouver Island and in British Columbia from the City of Gold River. **CARRIED**

(x) Correspondence for Information: Re: Moratorium on Wolf Hunting on Vancouver Island from Alberni-Clayoquot Regional District

21-06-49 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive the Correspondence for Information: Re: Moratorium on Wolf Hunting on Vancouver Island from Alberni-Clayoquot Regional District. **CARRIED**

(y) Correspondence for Information: CARIP Ending from District of Saanich

21-06-50 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive Correspondence for Information: CARIP Ending from the District of Saanich. **CARRIED**

(z) Correspondence for Information: MFA Report to Members on Activities

21-06-51 M/S Directors Northeast/Schooner THAT the Board of Directors of the Central Coast Regional District receive the Correspondence for Information: MFA Report to Members on Activities. **CARRIED**

IN CAMERA MATTERS

There were no in camera matters.

(E) ADJOURNMENT

21-06-52 M/S Director Schooner/Northeast THAT the meeting be adjourned. **CARRIED**

Chair

Chief Administrative Officer



Bella Coola Transit Update

Lindsay Taylor
Manager, Government Relations
BC Transit

June 10, 2021

Board Meeting

JUL 08 2021

CCRD ITEM 1. (a)

Overview

- BC Transit Model
- Roles and Responsibilities
- System Overview
- COVID Impacts
- 2021/22 Annual Operating Agreement

BC Transit Model



Introduction

Manager - Government Relations

- Accountable for effective two way communications
- Main point of contact to local government partners
- Supported by a team of subject matter experts
 - Planning, Scheduling, Finance, Marketing, etc.
- Lead Annual Partner Communication Process
- Monitor and communicate transit system performance

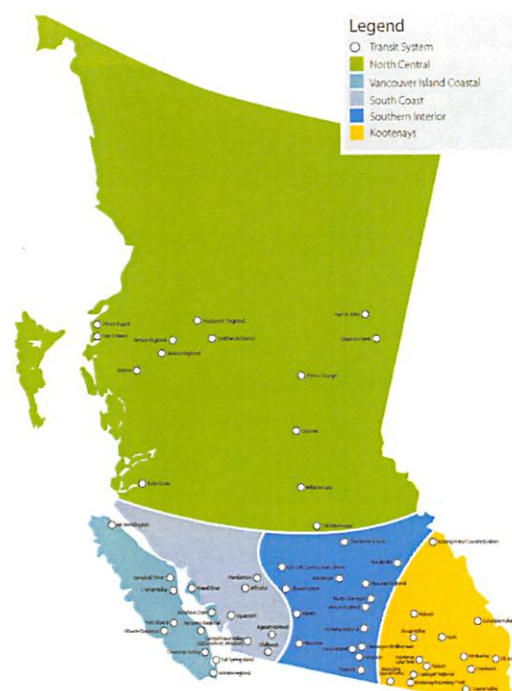


Who is BC Transit?

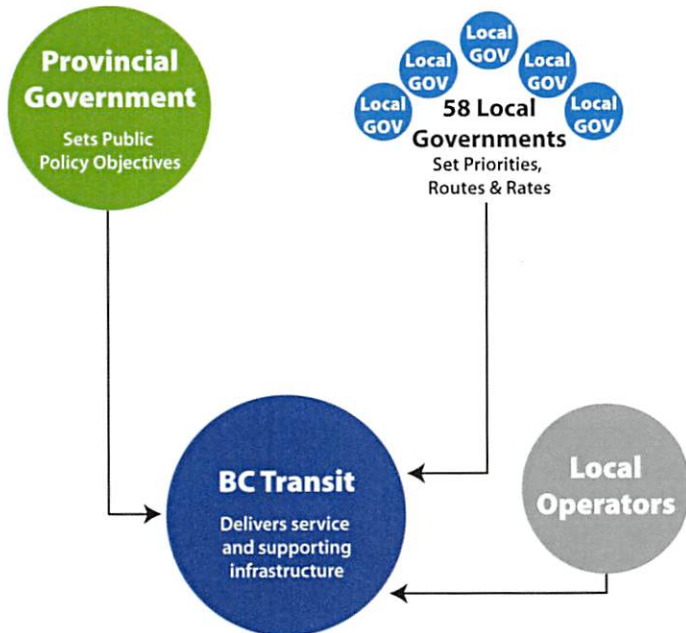
- Provincial authority responsible for the planning, funding and operation of all transit throughout the Province outside of Metro Vancouver
 - 51+ million passenger trips
 - 1,013 buses in a range of sizes
 - \$321 million operating & capital budget
 - 1.5 million British Columbians served
 - 130 Communities, 82 transit systems

Partnerships:

- 58 local government partners
- 18 private management companies, 5 public organizations, 14 non-profits



BC Transit Partnership Model



Local Government

- Plans community, establishes transit priorities and routes
- Sets service levels and approves budgets
- Set fares
- Provide local tax subsidy

BC Transit

- Turns municipal priorities into transit operating and capital plans
- Works with Province to access funding
- Arranges for and manages operations
- Operates Victoria conventional service
- Manages capital program

Roles & Responsibilities

BC Transit

- Allocates Provincial operating funding
- Plans transit systems to achieve local & provincial objectives
- Arranges for the operation of transit systems by contract or partnership
- Determines the fleet & facilities requirements of local transit plans
- Develops and manages capital budget and asset acquisition
- Provides financial and accounting services
- Provides contract management and overall operator / operations oversight
- Marketing, (media & public) relations and strategic branding
- Environmental Management Services
- Training, Safety & Security

Local Government

- Approves OCP, transit vision, expectations and policies
- Sets fares and manages the sale of fare products
- Approves transit related agreements and budgets
- Determines service priorities
- Sets routes and service levels
- Sets local funding
- Transit service consultation
- Establishes and maintains bus stops
- Manages the local roadway system

Operating Company

- Delivers specified transit services as directed by BC Transit
- Provides customer service (lost and found, transit phone line)
- Hires and trains drivers, mechanics and other staff and manages labour relations
- Collects passenger revenue
- Serve the needs of customers

Bella Coola Specific

CCRHD

- AOA partner
- Approves agreements and budgets
- Supported by CCRD staff through admin fee
- No roads in service mandate

Vancouver Coastal Health

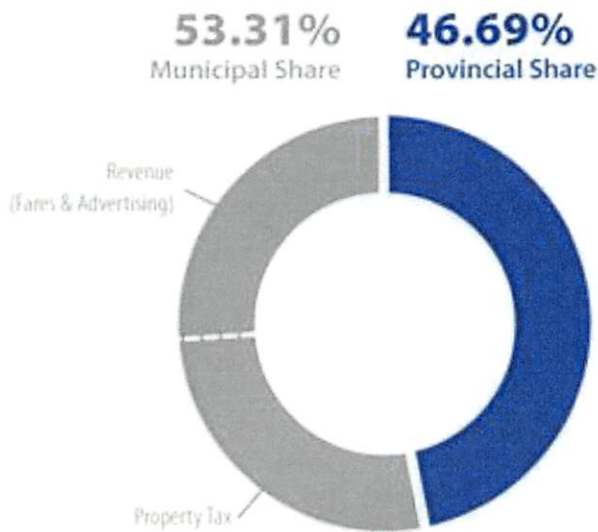
- Provides local share of funding
- Determines service priorities
- Sets service levels and service span

Challenges with Bella Coola model

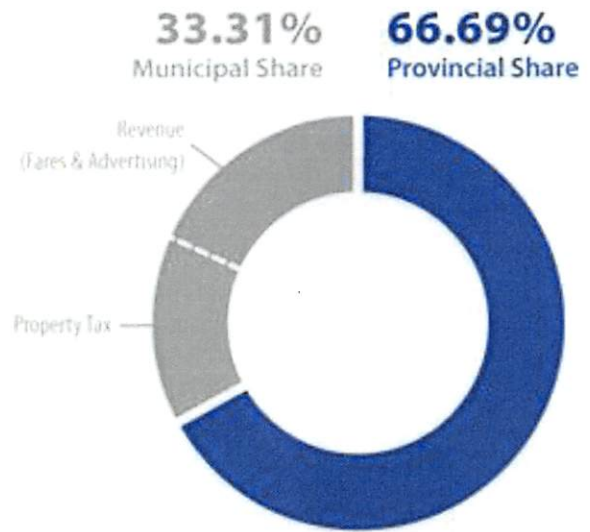
- Maintaining bus stop infrastructure
- Expanding transit service
- Administrative capacity to support transit

Shared Services Model

Regional Transit System – Legislated Funding Formula



Conventional Transit



Custom Transit (handyDART)

- Local Government retains 100% of revenue to offset local costs





System Overview

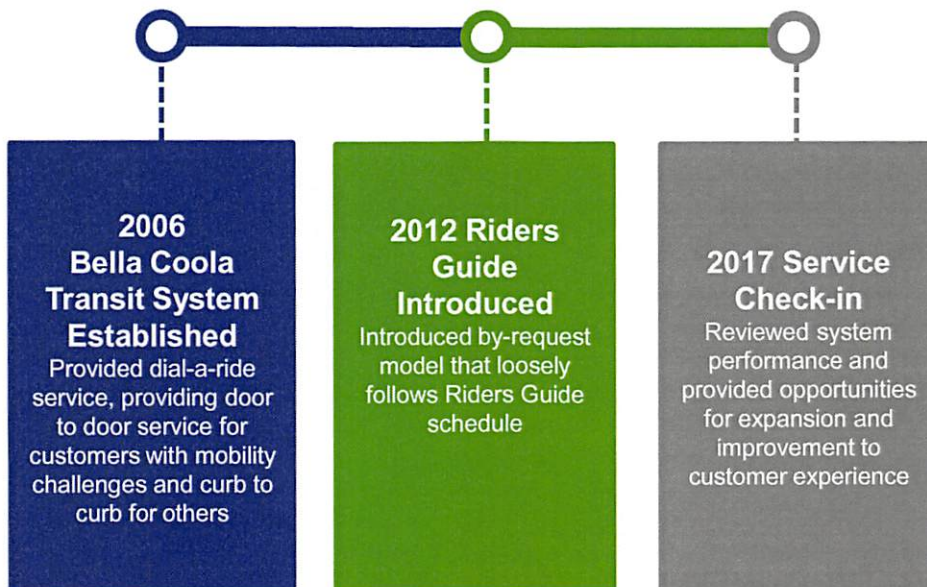


System Overview

- Scheduled Service between Bella Coola and Glacierview
- On request service to Firvale
- Monday through Saturday service from 7:45am to 6:25pm
- Service available to everyone, but hospital trips prioritized
- 2 bus system (1 in service and 1 spare)



System Overview



COVID-19 Impact on Ridership



COVID-19

Response Phase

- Emergency Scale-down

Recovery Phase

- Scaling Back Up

Rebuild Phase

- Long-Term Sustainability

Respond
Phase

Recovery
Phase

Rebuilding
Phase



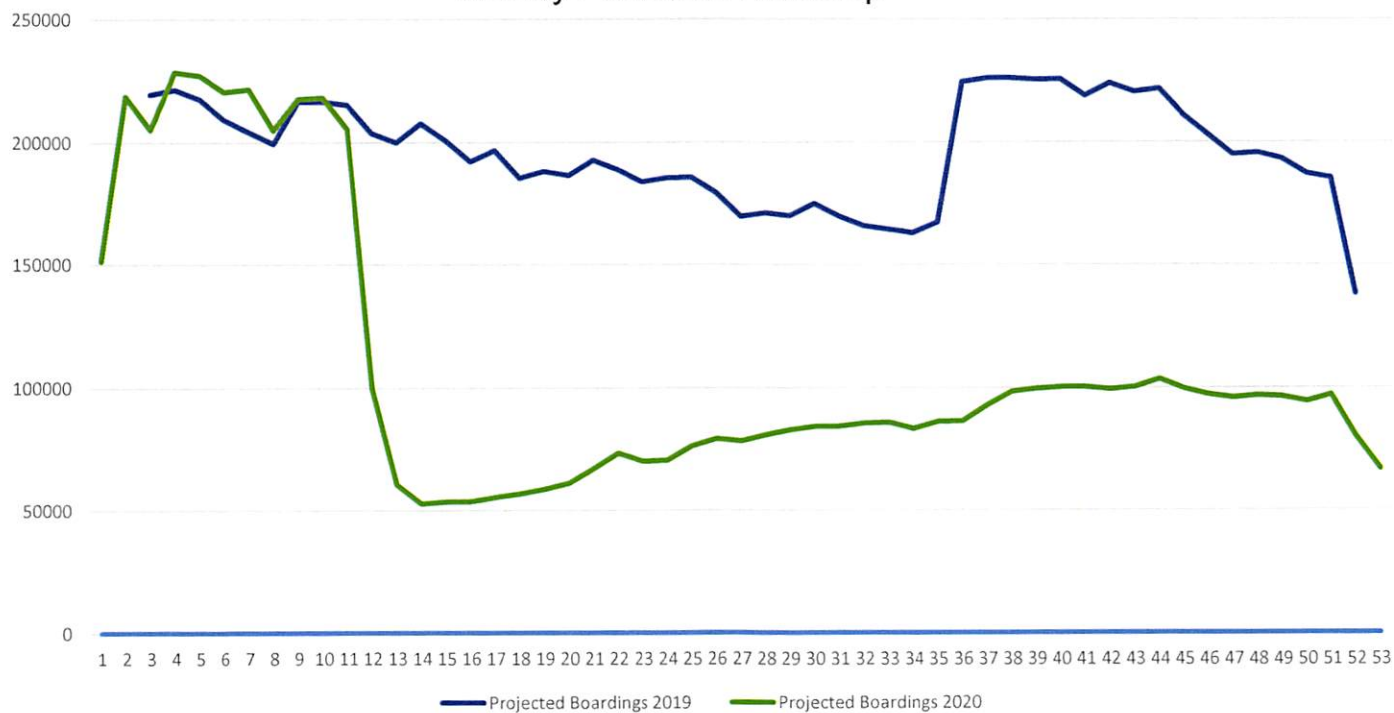
Provincial Ridership

2019 vs. 2020

44%

decrease in ridership

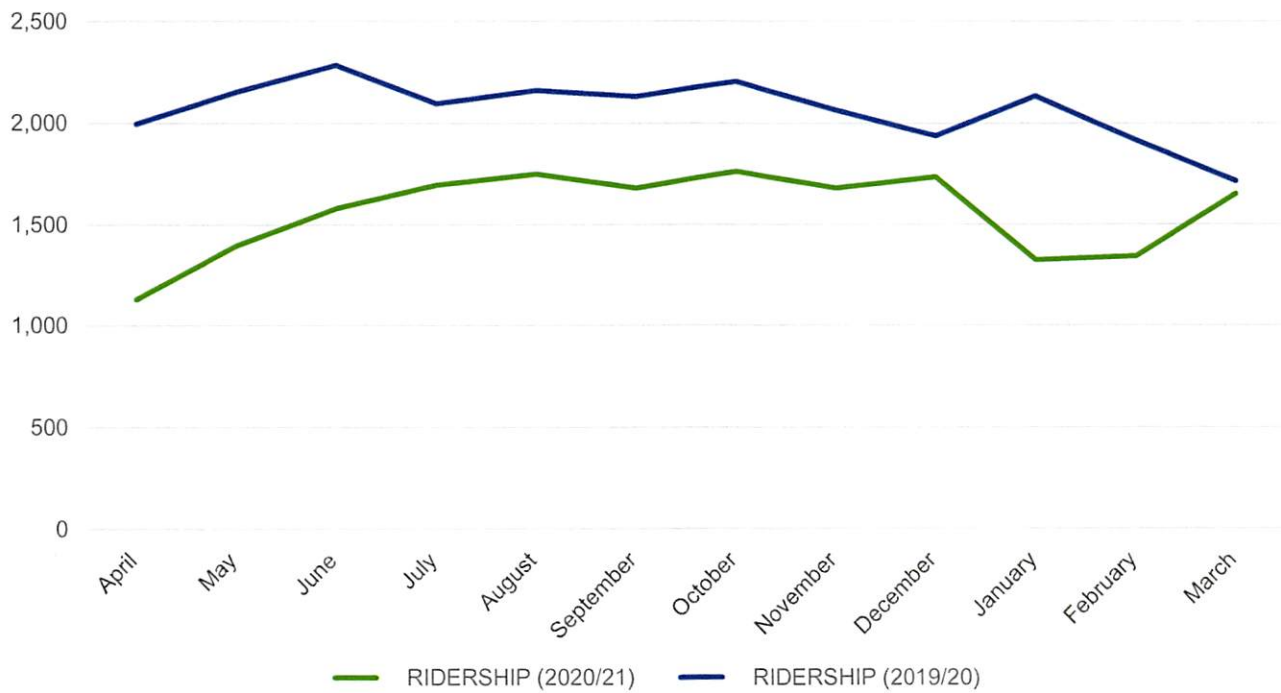
Weekly Provincial Ridership



Bella Coola Ridership

2019/20, 2020/21 Monthly Comparison

24%
decrease in ridership



Ridership Recovery

- Enhance the customer experience
- Expand Performance Insights
- Deliver a Reliable Service
- Continuous improvement on feeling of Safety
- Free Transit for Youth 12 and Under

OUR VISION

Your best transportation solution

OUR MISSION

**Delivering transportation services
you can rely on**





Thank You



Lindsay Taylor

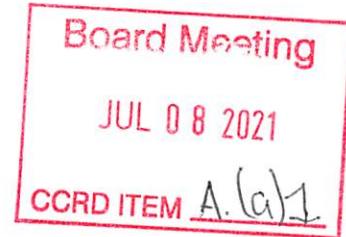
Manager, Government Relations

Lindsay_taylor@bctransit.com





To: Courtney Kirk, CAO
CC: Board of Directors, CCRD
From: Yene Byun, Finance Manager
Meeting Date: July 8, 2021



Subject: Bylaw 434- Asset Replacement Reserve Fund – Bella Coola Airport
Bylaw 435- Asset Replacement Reserve Fund – Bella Coola Landfill
Operations
Bylaw 436 – Asset Replacement Reserve Fund – Bella Coola Swimming
Pool Operations
Bylaw 437 – Asset Replacement Reserve Fund – Bella Coola Parks and
Recreation Operations
Bylaw 438 – Asset Replacement Reserve Fund – Bella Coola Fire
Protection Local Service Area
Bylaw 439 – Asset Replacement Reserve Fund – General Operations
Bylaw 440 – Asset Replacement Reserve Fund – Denny Island Airport
Operations

Recommendation:

THAT the Board of Directors of the Central Coast Regional District reviews Bylaw 434, cited as the “Asset Replacement Reserve Fund for the Bella Coola Airport”, Bylaw 435, cited as the “Asset Replacement Reserve Fund for the Bella Coola Landfill Operations”, Bylaw 436, cited as the “Asset Replacement Reserve Fund for the Bella Coola Swimming Pool Operations”, Bylaw 437, cited as “Asset Replacement Reserve Fund for the Bella Coola Parks and Recreation Operations”, Bylaw 438, cited as “Asset Replacement Reserve Fund for the Bella Coola Fire Protection Local Service Area”, Bylaw 439, cited as “Asset Replacement Reserve Fund for General Operations”, Bylaw 440, cited as “Asset Replacement Reserve Fund for Denny Island Airport Operations”.

Issue/Background Summary:

Pursuant to Section 188 and 189 of the *Community Charter*, the board shall by bylaw have authority to establish a reserve fund for a specified purpose and direct that money be placed to the credit of that reserve fund.

The asset replacement reserve fund bylaws allow the CCRD to place money to the credit of the Asset Replacement Reserve Fund for the purpose of paying for future asset replacement. The ARF were established in 2014.

The amounts of annual contribution are established and as asset management planning is advanced, more definitive contributions will be established. The amounts included in the financial plan as approved by the board of directors each year.

The Asset Replacement Reserve Fund bylaws were adopted in 2014. According to the regional district's bylaw review process policy, each bylaw is to be reviewed for amendment and relevancy every four years.

Policy, Bylaw or Legislation:

Section 188 and 189 of the *Community Charter*
Policy A-31 Bylaw Review Process

Financial/Budgetary Implications:

1) Bylaw 434 Asset Replacement Reserve Fund for the Bella Coola Airport

Total in Reserve: \$67,000.00

Year	Memo	Class	Amount
2015	Record asset replacement fund per budget	BC Airport	\$6,000.00
2016	Record asset replacement fund per budget	BC Airport	\$6,000.00
2017	Record asset replacement fund per budget	BC Airport	\$6,000.00
2018	Record asset replacement fund per budget	BC Airport	\$12,000.00
2019	Record asset replacement fund per budget	BC Airport	\$12,000.00
2020	Record asset replacement fund per budget	BC Airport	\$20,000.00
2021	Record asset replacement fund per budget	BC Airport	\$5,000.00
Total			\$67,000.00

2) Bylaw 435 Asset Replacement Reserve Fund for the Bella Coola Landfill Operations

Total in Reserve: \$37,724.00

Year	Memo	Class	Amount
2014	Record asset replacement fund per budget	Refuse Disposal	\$880.00
2015	Record asset replacement fund per budget	Refuse Disposal	\$7,500.00
2016	Record asset replacement fund per budget	Refuse Disposal	\$9,424.00
2017	Record asset replacement fund per budget	Refuse Disposal	\$9,424.00

2017	Record the 2017 asset replacement fund expenditure for the replacement of the existing transfer station and attendants office at TCWRC.	Refuse Disposal	(\$27,200.00)
2018	Record asset replacement fund per budget	Refuse Disposal	\$9,424.00
2019	Record asset replacement fund per budget	Refuse Disposal	\$9,424.00
2020	Record asset replacement fund per budget	Refuse Disposal	\$9,424.00
2021	Record asset replacement fund per budget	Refuse Disposal	\$9,424.00
Total			\$37,724.00

3) Bylaw 436 Asset Replacement Reserve Fund for the Bella Coola Swimming Pool Operations

Total in Reserve: \$39,724.00

Year	Memo	Class	Amount
2014	Record asset replacement fund per budget	Swimming Pool	\$524.00
2015	Record asset replacement fund per budget	Swimming Pool	\$5,200.00
2016	Record asset replacement fund per budget	Swimming Pool	\$5,200.00
2017	Record asset replacement fund per budget	Swimming Pool	\$5,400.00
2018	Record asset replacement fund per budget	Swimming Pool	\$5,400.00
2019	Record asset replacement fund per budget	Swimming Pool	\$6,000.00
2020	Record asset replacement fund per budget	Swimming Pool	\$6,000.00
2021	Record asset replacement fund per budget	Swimming Pool	\$6,000.00
Total			\$39,724.00

4) Bylaw 437 Asset Replacement Reserve Fund for the Bella Coola Parks and Recreation Operations

Total in Reserve: \$11,702.00

Year	Memo	Class	Amount
2015	Record asset replacement fund per budget	BC Parks and Rec	\$1,402.00
2016	Record asset replacement fund per budget	BC Parks and Rec	\$1,400.00
2017	Record asset replacement fund per budget	BC Parks and Rec	\$1,400.00

	budget		
2018	Record asset replacement fund per budget	BC Parks and Rec	\$1,500.00
2019	Record asset replacement fund per budget	BC Parks and Rec	\$1,500.00
2020	Record asset replacement fund per budget	BC Parks and Rec	\$1,500.00
2021	Record asset replacement fund per budget	BC Parks and Rec	\$3,000.00
Total			\$11,702.00

5) Bylaw 438 Asset Replacement Reserve Fund for the Bella Coola Fire Protection Local Service Area

Total in Reserve: \$28,898.00

Year	Memo	Class	Amount
2015	Record asset replacement fund per budget	BC Airport	\$4,000.00
2016	Record asset replacement fund per budget	BC Airport	\$4,000.00
2017	Record asset replacement fund per budget	BC Airport	\$4,000.00
2018	Record asset replacement fund per budget	BC Airport	\$4,000.00
2019	Record asset replacement fund per budget	BC Airport	\$4,000.00
2020	Record asset replacement fund per budget	BC Airport	\$4,449.00
2021	Record asset replacement fund per budget	BC Airport	\$4,449.00
Total			\$28,898.00

6) Bylaw 439 Asset Replacement Reserve Fund for General Operations

Total in Reserve: \$21,300.42

Year	Memo	Class	Amount
2014	Record asset replacement fund per budget	General Operations	\$3,358.00
2015	Record asset replacement fund per budget	General Operations	\$3,500.00
2016	Record asset replacement fund per budget	General Operations	\$3,500.00
2017	Record asset replacement fund per budget	General Operations	\$3,500.00
2018	Record asset replacement fund per budget	General Operations	\$3,500.00
2019	Record asset replacement fund per budget	General Operations	\$3,500.00

2020	Record adjustment to Journal entry for the 2019 asset replacement fund expenditure for furnace replacement	General Operations	(\$8,057.58)
2020	Record asset replacement fund per budget	General Operations	\$3,500.00
2021	Record asset replacement fund per budget	General Operations	\$5,000.00
Total			\$21,300.42

7) Bylaw 440 Asset Replacement Reserve Fund for Denny Island Airport Operations

Total in Reserve: \$2,014

Year	Memo	Class	Amount
2014	Record asset replacement fund per budget	DI Airport	\$19.00
2015	Record asset replacement fund per budget	DI Airport	\$285.00
2016	Record asset replacement fund per budget	DI Airport	\$285.00
2017	Record asset replacement fund per budget	DI Airport	\$285.00
2018	Record asset replacement fund per budget	DI Airport	\$285.00
2019	Record asset replacement fund per budget	DI Airport	\$285.00
2020	Record asset replacement fund per budget	DI Airport	\$285.00
2021	Record asset replacement fund per budget	DI Airport	\$285.00
Total			\$2,014.00

Time Requirements – Staff and Elected Officials:

N/A

Options to Consider:

1. Review Bylaws.

Submitted by: _____

Yene Byun, Finance Manager

Reviewed by: _____

Courtney Kirk, Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 434

A bylaw to establish a reserve fund to be known as the Asset Replacement Reserve Fund for the Bella Coola Airport

WHEREAS pursuant to Sections 188 and 189 of the *Community Charter* the board may by bylaw, establish a reserve fund for a specified purposed and direct that money be placed to the credit of that reserve fund;

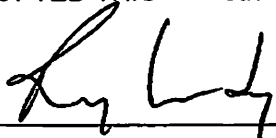
AND WHEREAS the board of directors for the Central Coast Regional District wishes to establish a reserve fund for the specified purpose of depositing and using money received from general revenue from the Bella Coola Airport operations for the purposes of paying for future asset replacement;

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

1. If a portion of this bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
2. There is established a reserve fund to be known as the "Asset Replacement Reserve Fund" for the Bella Coola Airport for the specified purpose of paying for future asset replacement for the Bella Coola Airport.
3. Money received from the current years surplus may be placed to the credit of the Asset Replacement Reserve Fund.
4. Money placed to the credit of the Asset Replacement Reserve Fund will be used for the purposes of replacing assets that have outlived their useful lives.
5. This bylaw may be cited as "Asset Replacement Reserve Fund – Bella Coola Airport Bylaw No. 434, 2014".

READ A FIRST TIME THIS 11th day of September, 2014.
 READ A SECOND TIME THIS 11th day of September, 2014
 READ A THIRD TIME THIS 11th day of September, 2014

ADOPTED THIS 9th day of October, 2014.



 Chair



 Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 434 cited as "Asset Replacement Reserve Fund – Bella Coola Airport Bylaw No. 434, 2014".

 Corporate Officer
 Bylaw 434

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 435

A bylaw to establish a reserve fund to be known as the Asset Replacement Reserve Fund for the Bella Coola Landfill Operations

WHEREAS pursuant to Sections 188 and 189 of the Community Charter the board may by bylaw, establish a reserve fund for a specified purposed and direct that money be placed to the credit of that reserve fund;

AND WHEREAS the board of directors for the Central Coast Regional District wishes to establish a reserve fund for the specified purpose of depositing and using money received from general revenue from the Bella Coola landfill operations for the purposes of paying for future asset replacement;

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

- 1. If a portion of this bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
2. There is established a reserve fund to be known as the "Asset Replacement Reserve Fund" for Bella Coola Landfill Operations for the specified purpose of paying for future asset replacement for Bella Coola Landfill Operations.
3. Money received from the current years surplus may be placed to the credit of the Asset Replacement Reserve Fund.
4. Money placed to the credit of the Asset Replacement Reserve Fund will be used for the purposes of replacing assets that have outlived their useful lives.
5. This bylaw may be cited as "Asset Replacement Reserve Fund - Bella Coola Landfill Operations No. 435, 2014".

READ A FIRST TIME THIS 11th day of September, 2014.
READ A SECOND TIME THIS 11th day of September, 2014
READ A THIRD TIME THIS 11th day of September, 2014

ADOPTED THIS 9th day of October, 2014.

[Signature]
Chair

[Signature]
Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 435 cited as "Asset Replacement Reserve Fund - Bella Coola Landfill Operations Bylaw No. 435, 2014".

Corporate Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 436

A bylaw to establish a reserve fund to be known as the Asset Replacement Reserve Fund for the Bella Coola Swimming Pool Operations

WHEREAS pursuant to Sections 188 and 189 of the Community Charter the board may by bylaw, establish a reserve fund for a specified purposed and direct that money be placed to the credit of that reserve fund;

AND WHEREAS the board of directors for the Central Coast Regional District wishes to establish a reserve fund for the specified purpose of depositing and using money received from general revenue from the Bella Coola Swimming Pool operations for the purposes of paying for future asset replacement;

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

- 1. If a portion of this bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
2. There is established a reserve fund to be known as the "Asset Replacement Reserve Fund" for Bella Coola Swimming Pool Operations for the specified purpose of paying for future asset replacement for Bella Coola Swimming Pool Operations.
3. Money received from the current years surplus may be placed to the credit of the Asset Replacement Reserve Fund.
4. Money placed to the credit of the Asset Replacement Reserve Fund will be used for the purposes of replacing assets that have outlived their useful lives.
6. This bylaw may be cited as "Asset Replacement Reserve Fund - Bella Coola Swimming Pool Operations No. 436, 2014".

READ A FIRST TIME THIS 11th day of September, 2014.
READ A SECOND TIME THIS 11th day of September, 2014
READ A THIRD TIME THIS 11th day of September, 2014

ADOPTED THIS 9th day of October, 2014.

[Signature]
Chair

[Signature]
Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 436 cited as "Asset Replacement Reserve Fund - Bella Coola Swimming Pool Operations Bylaw No. 436, 2014".

Corporate Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 437

A bylaw to establish a reserve fund to be known as the Asset Replacement Reserve Fund for the Bella Coola Parks & Recreation Operations

WHEREAS pursuant to Sections 188 and 189 of the *Community Charter* the board may by bylaw, establish a reserve fund for a specified purposed and direct that money be placed to the credit of that reserve fund;

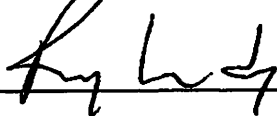
AND WHEREAS the board of directors for the Central Coast Regional District wishes to establish a reserve fund for the specified purpose of depositing and using money received from general revenue from the Bella Coola Parks & Recreation operations for the purposes of paying for future asset replacement;

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


1. If a portion of this bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
2. There is established a reserve fund to be known as the "Asset Replacement Reserve Fund" for Bella Coola Parks & Recreation Operations for the specified purpose of paying for future asset replacement for Bella Coola Parks & Recreation Operations.
3. Money received from the current years surplus may be placed to the credit of the Asset Replacement Reserve Fund.
4. Money placed to the credit of the Asset Replacement Reserve Fund will be used for the purposes of replacing assets that have outlived their useful lives.
5. This bylaw may be cited as "Asset Replacement Reserve Fund – Bella Coola Parks & Recreation Operations No. 437, 2014".

READ A FIRST TIME THIS	11th	day of	September	, 2014.
READ A SECOND TIME THIS	11th	day of	September	, 2014
READ A THIRD TIME THIS	11th	day of	September	, 2014

ADOPTED THIS 9th day of October, 2014.



 Chair



 Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 437 cited as "Asset Replacement Reserve Fund – Bella Coola Parks & Recreation Operations Bylaw No. 437, 2014".

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 438

A bylaw to establish a reserve fund to be known as the Asset Replacement Reserve Fund for the Bella Coola Fire Protection Local Service Area

WHEREAS pursuant to Sections 188 and 189 of the *Community Charter* the board may by bylaw, establish a reserve fund for a specified purposed and direct that money be placed to the credit of that reserve fund;

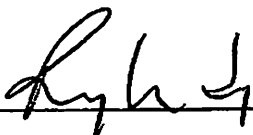
AND WHEREAS the board of directors for the Central Coast Regional District wishes to establish a reserve fund for the specified purpose of depositing and using money received from general revenue from the Bella Coola Fire Protection local service area for the purposes of paying for future asset replacement;

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

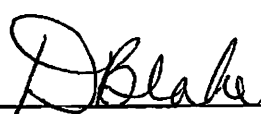
1. If a portion of this bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
2. There is established a reserve fund to be known as the "Asset Replacement Reserve Fund" for Bella Coola Fire Protection local service area for the specified purpose of paying for future asset replacement for Fire Protection Operations.
3. Money received from the current years surplus may be placed to the credit of the Asset Replacement Reserve Fund.
4. Money placed to the credit of the Asset Replacement Reserve Fund will be used for the purposes of replacing assets that have outlived their useful lives.
5. This bylaw may be cited as "Asset Replacement Reserve Fund – Bella Coola Fire Protection Local Service Area No. 438, 2014".

READ A FIRST TIME THIS 11th day of September, 2014.
 READ A SECOND TIME THIS 11th day of September, 2014
 READ A THIRD TIME THIS 11th day of September, 2014

ADOPTED THIS 9th day of October, 2014.



 Chair



 Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 438 cited as "Asset Replacement Reserve Fund – Bella Coola Fire Protection Local Service Area Bylaw No. 438, 2014".

 Corporate Officer

BYLAW NO. 439

A bylaw to establish a reserve fund to be known as the Asset Replacement Reserve Fund for General Operations

WHEREAS pursuant to Sections 188 and 189 of the Community Charter the board may by bylaw, establish a reserve fund for a specified purposed and direct that money be placed to the credit of that reserve fund;

AND WHEREAS the board of directors for the Central Coast Regional District wishes to establish a reserve fund for the specified purpose of depositing and using money received from general revenue from general operations for the purposes of paying for future asset replacement;

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

- 1. If a portion of this bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
2. There is established a reserve fund to be known as the "Asset Replacement Reserve Fund" for General Operations for the specified purpose of paying for future asset replacement for General Operations.
3. Money received from the current years surplus may be placed to the credit of the Asset Replacement Reserve Fund.
4. Money placed to the credit of the Asset Replacement Reserve Fund will be used for the purposes of replacing assets that have outlived their useful lives.
5. This bylaw may be cited as "Asset Replacement Reserve Fund - General Operations No. 439, 2014".

READ A FIRST TIME THIS 11th day of September, 2014.
READ A SECOND TIME THIS 11th day of September, 2014
READ A THIRD TIME THIS 11th day of September, 2014

ADOPTED THIS 9th day of October, 2014.

[Signature]
Chair

[Signature]
Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 439 cited as "Asset Replacement Reserve Fund - General Operations Bylaw No. 439, 2014".

Corporate Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 440

A bylaw to establish a reserve fund to be known as the Asset Replacement Reserve Fund for Denny Island Airport Operations

WHEREAS pursuant to Sections 188 and 189 of the *Community Charter* the board may by bylaw, establish a reserve fund for a specified purposed and direct that money be placed to the credit of that reserve fund;

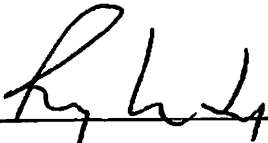
AND WHEREAS the board of directors for the Central Coast Regional District wishes to establish a reserve fund for the specified purpose of depositing and using money received from general revenue from Denny Island Airport for the purposes of paying for future asset replacement;

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


1. If a portion of this bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
2. There is established a reserve fund to be known as the "Asset Replacement Reserve Fund" for Denny Island Airport for the specified purpose of paying for future asset replacement for Denny Island Airport Operations.
3. Money received from the current years surplus may be placed to the credit of the Asset Replacement Reserve Fund.
4. Money placed to the credit of the Asset Replacement Reserve Fund will be used for the purposes of replacing assets that have outlived their useful lives.
5. This bylaw may be cited as "Asset Replacement Reserve Fund – Denny Island Airport No. 440, 2014".

READ A FIRST TIME THIS	11th	day of	September	, 2014.
READ A SECOND TIME THIS	11th	day of	September	, 2014
READ A THIRD TIME THIS	11th	day of	September	, 2014

ADOPTED THIS 9th day of October, 2014.



Chair



Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 440 cited as "Asset Replacement Reserve Fund – Denny Island Airport Bylaw No. 440, 2014".

Corporate Officer



REQUEST FOR DECISION

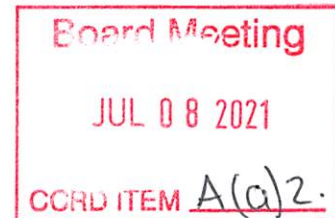
To: Courtney Kirk, CAO

CC: Board of Directors, CCRD

From: Ken McIlwain, Operations Manager

Meeting Date: July 8, 2021

Subject: A Bylaw to Update Bella Coola Parks and Recreation Function Rates and Charges.



Recommendation:

THAT the Board of Directors of the Central Coast Regional District adopts Bylaw 505, cited as "Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw No.505, 2021".

Issue/Background Summary:

The CCRD Bella Coola Parks and Recreation Function currently offers recreational programming in the form of a slow pitch softball league and a volleyball league. Costs for operating these programs is recovered through user fees charged to participating teams on a seasonal basis.

Covid-19 has impacted the ability to offer a full season of slow pitch softball in 2021. The provincial re-opening this summer, along with revisions to SoftBall BC's guidelines for safety precautions around COVID-19 has resulted in an interest on the part of teams to activate the league and generate a schedule that would see regular season games through the remainder of the summer.

The volunteer coordinator of the slow pitch league has indicated a desire to have team fees reduced to reflect the shortened season. There is currently no provision in the existing rates and charges bylaw to accommodate pro-rating of these fees. The proposed new bylaw contains an allowance for CCRD Administration to pro-rate fees in instances where a full season or session of a program cannot be delivered. This could be as a result of regional emergencies, damage to facilities or other extenuating circumstances.

In the case of the slow pitch league, the main costs of operating the program are purchase of balls, supplies and maintenance of the field (dragging, watering etc). These costs are

largely variable in nature and tied to the number of games or length of season. Some costs such as apportionment of insurance and mowing are annual fixed costs. When arriving at a fair pro-rated charge, administration would take into account variable and fixed costs.

Policy, Bylaw or Legislation:

Central Coast Regional District has the authority by Bylaw No. 407, 2012 for the function of recreational programs. The Board of Directors are authorized to fix and charge registration and/or user fees for recreational programs.

If the new proposed Bylaw 505 is adopted, the existing Bylaw No.481, cited as "Bella Coola Valley Parks / Recreation Commission Recreation Program Rates and Charges Bylaw No. 481, 2018" will be repealed.

Financial/Budgetary Implications:

Revenue from softball registration fees is budgeted at \$2025 for 2021. This was based on 9 teams playing at a rate of \$225 per team. Depending on how many teams register, this amount could drop by approximately 50%. Associated costs of operating the league would also drop due to the shortened season. There is sufficient contingency in the budget to absorb seasonal variations in revenue that result from different numbers of teams playing.

Time Requirements – Staff and Elected Officials:

N/A

Submitted by: _____
Ken McIlwain, Operations Manager

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

Central Coast Regional District
Bylaw No. ~~481~~505

Being a bylaw of the Central Coast Regional District to fix the rates and charges for recreation programs in Electoral Areas C, D and E of the Central Coast Regional District.

WHEREAS the Central Coast Regional District has the authority by Bylaw No. 407, 2012 for the function of recreational programs;

AND WHEREAS the Board of Directors are authorized to fix and charge registration and/or user fees for recreational programs;

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

1. There shall hereby be fixed a charge for the following recreational programs:

Volleyball	\$75	per team/ <u>per season</u>
Slow Pitch	\$225	per team/ <u>per season</u>
Concession R ental	\$75	per day;
Concession Rental	\$20	per hour (minimum 2 hours)
Bathrooms Only Rental	\$30	per day
Bathrooms Only Rental	\$10	per hour (minimum 2 hours)

2. In instances where a full season or session of a recreation program cannot be delivered due to regional emergencies, damage to facilities or other extenuating circumstances, CCRD Administration may, at its discretion, prorate the fees to reflect the shortened period.

- ~~2.3.~~ Bylaw No.~~463~~481, cited as “Bella Coola Valley Parks / Recreation Commission Recreation Program Rates and Charges Bylaw No. ~~463~~481, ~~2016~~2018” is hereby repealed.

- ~~3.4.~~ This bylaw may be cited as the “Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw No.~~481~~505, ~~2018~~2021”

READ A FIRST TIME this	14th 8 th day of	June July, 2018 2021
READ A SECOND TIME this	14th 8 th day of	June July, 2018 2021
READ A THIRD TIME this	14th 8 th day of	June July, 2018 2021

RECONSIDERED AND FINALLY ADOPTED this ~~29th~~8th day of ~~June~~July, ~~2018~~2021

Board Chair

Chief Administrative Officer

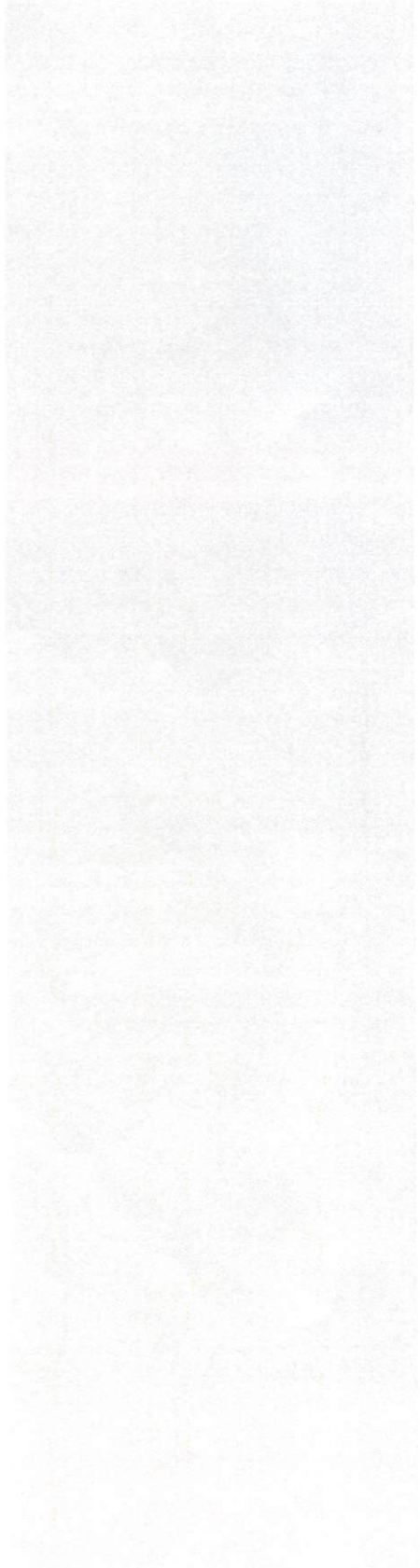
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| I hereby certify this bylaw to be a true and correct copy of Bylaw No.[481505](#), cited as the
"Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw
| No.[481505](#), [20182021](#)"

Chief Administrative Officer



**Central Coast Regional District
Bylaw No. 505**

Being a bylaw of the Central Coast Regional District to fix the rates and charges for recreation programs in Electoral Areas C, D and E of the Central Coast Regional District.

WHEREAS the Central Coast Regional District has the authority by Bylaw No. 407, 2012 for the function of recreational programs;

AND WHEREAS the Board of Directors are authorized to fix and charge registration and/or user fees for recreational programs;

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

- 1. There shall hereby be fixed a charge for the following recreational programs:

Volleyball	\$75	per team/per season
Slow Pitch	\$225	per team/per season
Concession Rental	\$75	per day
Bathrooms Only Rental	\$30	per day

- 2. In instances where a full season or session of a recreation program cannot be delivered due to regional emergencies, damage to facilities or other extenuating circumstances, CCRD Administration may, at its discretion, pro-rate the fees to reflect the shortened period.
- 3. Bylaw No.481, cited as “Bella Coola Valley Parks / Recreation Commission Recreation Program Rates and Charges Bylaw No. 481, 2018” is hereby repealed.
- 4. This bylaw may be cited as the “Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw No.505, 2021”

READ A FIRST TIME this 8th day of July, 2021
 READ A SECOND TIME this 8th day of July, 2021
 READ A THIRD TIME this 8th day of July, 2021

RECONSIDERED AND FINALLY ADOPTED this 8th day of July, 2021

Board Chair

Chief Administrative Officer

I hereby certify this bylaw to be a true and correct copy of Bylaw No.505, cited as the “Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw No.505, 2021”

Chief Administrative Officer