



CENTRAL COAST REGIONAL DISTRICT

REGULAR BOARD MEETING AGENDA – June 13, 2019 10:00 a.m.

PART I – INTRODUCTION

1. Call to Order

Recommended Statements:

1. Acknowledgements of Wuikinuxv 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 June 13, 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) CCCS Telus Fiber Application and Plan Strategy – James Hindley & Devon Girard

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PART III – LOCAL GOVERNANCE

(A) ADOPTION OF MINUTES

- a) May 9, 2019 Draft Regular Board Meeting Minutes

Page 7-24

(B) OPERATIONS UPDATES & POLICY MATTERS ARISINGAdministrative Services

(a) Strategic Plan Workshop	Page 25
(b) Chair's Message	Page 26-28
(c) Request for Decision: Free Spay & Neuter Clinic	Page 29-31
(d) Financial Controller Job Posting Ad & Job Description	Page 32-35
(e) Community Housing Planner Job Posting Ad & Job Description	Page 36-37
(f) Correspondence for Information: Local Government Dangerous Dog Appeal	Page 38-40
(g) Correspondence for Information: 2018 Resolutions from UBCM	Page 41-43
(h) Correspondence for Information: Letter of Thanks from the Bella Coola Pentecostal Assembly	Page 44
(i) Correspondence for Information: Re: Western Forest Products First Annual Sustainability Report (letter)	Page 45

Financial Services

(j) Request for Decision: Filing Under the Financial Information Act – SOFI Report	Page 46-53
(k) CARIP Report	Page 54-65

Community & Development Service

(l) Community Economic Development Monthly Report	Page 66-67
(m) Request for Decision: (Amended Resolution) Applications to Housing Needs report grant	Page 68
(n) Request for Decision: Community Workforce Response Grant for Geographical information systems training	Page 69
(o) Request for Decision: Grant Writer Training	Page 70
(p) Request for Decision: BC Hydro Development Permit	Page 71
(q) Telus Communications Inc. Telecommunications Facility Proposal Information Package	Page 72-79
(r) NDI Grant Funding Award Letter	Page 80

Operations

(s) Operations Manager Monthly Report	Page 81-83
(t) Project Update: Denny Island Community Water System June 2019	Page 84-85
(u) Request for Decision: Support for application to the Organics Infrastructure Program for a centralized community composting operation	Page 86-90
(v) Request for Decision: Re-imburement of training expenses for volunteer fire fighters from Bella Coola Volunteer Fire Department	Page 91-94

Transportation Service

(w) Transportation Monthly Report	Page 95-96
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Leisure Services

(x) Centennial Pool Commission Meeting Minutes – May 16, 2019	Page 97
(y) Centennial Pool Commission Meeting Minutes – June 4, 2019	Page 98

Protective Services

(z) Emergency Management Report – Verbal	Page 99
(aa) Request for Decision: Bella Coola Flood Preparedness Committee – Late Item	Page 100
(bb) Correspondence for Action: Nusatsum River	Page 101-109
(cc) Correspondence for Information: British Columbia - Season Outlook as of June 4, 2019	Page 110
(dd) Correspondence for Information: Northeast Emergency Management Newsletter	Page 111-113
(ee) Correspondence for Information: Coastal Fire Status Report	Page 114-115
(ff) Correspondence for Information: BC News – Keeping Visitors to the Cariboo safe during Emergencies	Page 116-118

Governance

(gg) Call for Nominations for UBCM Executive	Page 119-129
(hh) Letter of response from Bella Coola Resource Society Re: CCRD's Seat on the BCRS Board	Page 130
(ii) Request for Decision: Letter requesting Expansion of Recycling Regulation to Include Industrial, Commercial and Institutional Printed Paper and Packaging	Page 131-134

(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) BYLAWS AND POLICIES

- a) Public Hearing Summary Report Page 135
- b) Borrowing Bylaw No. 489 Page 136-138
- c) Policy A-12 (b) Page 139-143

(E) 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.

- (a) Matters Brought out of Camera

(F) ADJOURNMENT

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: June 6, 2019 Board Meeting Date June 13, 2019

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

James Hindley, Devon Girard

Address: Rivers Inlet

Number of people attending: 0 Spokesperson Name: _____

Subject of presentation: CCCS Telus fiber application
and plan strategy

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

Contact person (if different than above): _____

Daytime telephone number: 250 957 8054

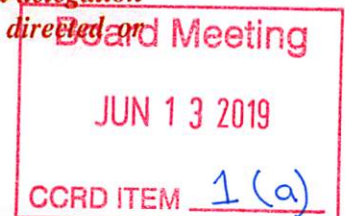
Email address: sentinelrepair@gmail.com

Will you be providing supporting documentation? ☒ yes ☐ no

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

* Delegations will have a maximum of 15 minutes to make their presentation to the Board.

* Delegation speakers, please be advised that: All questions and answers during a delegation must only be directed or received to Board members. No questions are to be directed or received from the public.



A decorative graphic at the bottom of the page consisting of a network of white lines and small circles on a dark blue background, resembling a circuit board or data network.

CENTRAL COAST COMMUNICATIONS SOCIETY

INTERNET SERVICE PROVIDER FOR THE
BELLA COOLA VALLEY

CCCS SERVICES AND INFRASTRUCTURE - 10 YEAR OVERVIEW

Internet service continues to become more and more essential to residents, businesses and government alike. CCCS has been the primary ISP in the Bella Coola Valley for a decade, and has continuously reinvested members' fees into infrastructure upgrades. Since 2012 we have doubled the number of households we service, quintupled the speed and capacity of our plans without raising prices, and have increased daily network throughput 25-fold.

Current (2019) data rates in Bella Coola Valley average 5 megabits per second (m/s) per client. CCCS services ~600 clients, collectively sharing 500m/s backhaul via fiber, contracted from Telus. We expect this trend to continue and even accelerate as more members shift to digital delivery of entertainment.

Future capacity targets are in the range of 50m/s per client, and 30-50G/s valley-wide; infrastructure upgrades described below represent a phased approach to achieving these bandwidth levels by 2021-22. Existing bottlenecks include the Telus backhaul, remote site relays (access points), and wireless CPE units.

A key factor in our capacity building strategy is the expected completion of the Coast Connect project, a CityWest/Provincial Government joint venture to bring serious bandwidth to 154 BC coastal communities via undersea fiber. Bella Coola is expecting bandwidth in the 10-50G/s range to become available sometime in 2021. Our challenge is to build out commensurate local network infrastructure in time to take advantage of this.

	2012	2019	2022
Members	300	600	900 expected
Average d/l rate	1 Mbps	5 Mbps	50 Mbps
Total bandwidth	20 Mbps	500 Mbps	50,000 Mbps

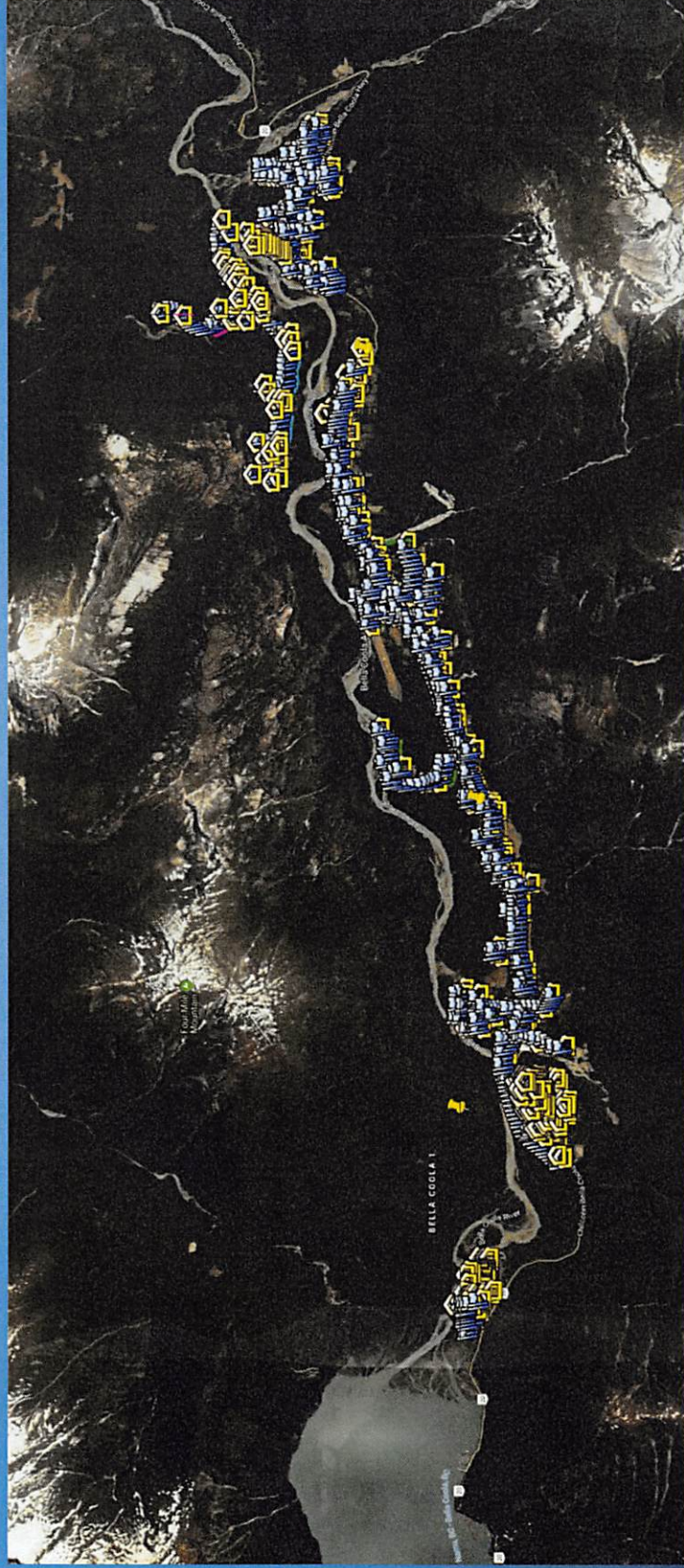
CURRENT NETWORK PLANNING

To achieve these bandwidth goals, while continuing to serve the entirety of the Bella Coola Valley, CCCS is pursuing a hybrid infrastructure model: CCCS will continue to use existing wireless infrastructure (remote relay sites) for the hardest-to-service clients, while shifting baseload use onto a new fiber network as it develops; a comprehensive-service scenario for lower-cost than a pure-fibre network, still meeting our 50m/s bandwidth goals for all but the most challenging residences. Reducing client connections to our existing mountain sites will in effect give each remaining wireless client a service upgrade; 10% of the client base sharing 100% of the wireless capacity will bring them into the target bandwidth zone (50 mbps down, 10 mbps up).

Fiber network is currently being planned and submitted for permitting, with approval expected within 2019; fiber trunk and branch installation is planned for 2020, allowing FTTH (Fiber To The Home) installation to proceed shortly afterwards. New backhaul capacity is expected to come online in 2021.

With a combined backhaul capacity of 50Gbps, per-household download rates of 50Mbps will be easily achievable via fiber; businesses and other special sites will have the option of higher rates. Additional bandwidth-intensive data services such as IPTV and VOIP can also use the same fiber network for transport.

FTTH (FIBER TO THE HOME) FOR THE BELLA COOLA VALLEY



In 2015 the CCCS hired a company to map out most of the Bella Coola Valley to help with producing a network application to submit to Telus for pole rental space. Fiber plans are currently underway and should be ready to submit by July, 2019. This current diagram shows up to the Nusatsum bridge, but we are expecting to go to Firvale or beyond to the bottom of the hill.

GRANT AND CCCS PROJECT FUNDING

Currently the CCCS is using accumulated funds to kick off the design phase of the FTTH project. The CCCS will be looking at applying for grants in the next few months, but yet still continuing on building as available. Some grants allow work to be completed after the application has been submitted, and the grant can retroactively pay back work done.

The CCCS is actively looking for letters of support from our members and other entities, that are wanting to help the CCCS build the best network that has the entire Bella Coola Valley in mind.

We look forward to building the next generation infrastructure to give many new opportunities to the Bella Coola Valley.



CENTRAL COAST REGIONAL DISTRICT
DRAFT REGULAR BOARD MEETING MINUTES

DATE: May 9, 2019

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 – May 9, 2019

In Attendance:	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E	Alternate Director James Hadley Director Travis Hall Director Jayme Kennedy Director Lawrence Northeast Chair Samuel Schooner
Staff:	Chief Administrative Officer Recording Secretary, EA Chief Financial Officer Community Ec. Dev. Officer	Courtney Kirk Destiny Mack Rose Liu (portion) Matthew Wheelock (portion)
Public:	KPMG Auditors	Micaela Roque, KPMG LLP
Delegation:	Regional Economic Operations Branch - Province of BC Regional Agrologist - Province of BC Community Futures Cariboo Chilcotin General Manager	Emily Colombo Nicole Pressey Karen Eden

PART I – INTRODUCTION

1. Call to Order

The Chair called the meeting to order at 9:38 am and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

2. Adoption of Agenda

19-05-01 M/S Directors Northeast/Kennedy THAT the following late items be accepted and inserted in the public agenda package as follows: under Financial Services: item (c) 2018 Audited Financial Statements; and item (d) 2019 Financial Variance Report; under Development Services: item (j1) Request for Decision – Submission of Grant Application for Communities Partnering for Reconciliation; item (j2) Request for Decision – Submission of Grant Application for a Community Planner for Housing; and item (j3) Request for Decision – Submission of Grant Application for Housing Needs; under Operations item (l1) Urban Systems Project Update; and item (l2) Request for Decision: Spring Clean Up Event 2019; under Governance item (w1) BC Assessment Meeting Invitation at the 2019 UBCM; and that alternate directors participation in governance and remuneration be discussed under Administrative Services as item (b1). **CARRIED**

Director Hall abstains

- 19-05-02 M/S Directors Northeast/Kennedy** THAT the agenda be adopted as amended by further moving the public delegation (Part II item 1(a)) discussing 'Economic Development Supports and Opportunities' to approximately 3 pm when the delegation is scheduled to arrive. **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) IN CAMERA MATTERS

- 19-05-03 M/S Directors Kennedy/Hadley** 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 9:56 am.

The regular meeting reconvened at 1:25 pm.

a) Matters Brought out of Camera

The following resolutions were released from in-camera:

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.

- 19-05-04** *THAT the Board of Directors of the Central Coast Regional District rescind Director Daniel Bertrand's appointment to serve as the CCRD appointee on the Bella Coola Resource Society Board effective immediately and make no further appointment;*
- AND THAT the Board of Directors of the Central Coast Regional District request that the Bella Coola Resource Society remove the provision for a Central Coast Regional District appointment to the Society's Board of Director's from the Society's bylaws.*
CARRIED
- 19-05-05** *THAT the Board of Directors of the Central Coast Regional District supports the creation of a new administrative position titled Financial Controller and that Administration proceeds with recruitment accordingly.*
CARRIED
- 19-05-06** *THAT the Board of Directors of the Central Coast Regional District appoint CAO Courtney Kirk to dually serve as CFO effective May 25, 2019.*
CARRIED
- 19-05-07** *THAT the Board of Directors of the Central Coast Regional District authorizes Donna Mikkelson to review and approve financial transactions, sign cheques and other payments during the transition in Financial Services as required by the CAO.*
CARRIED
- 19-05-08** *THAT the Board of Directors of the Central Coast Regional District appoint Christina Hoppe and Christina Smith to serve on the CCRD Pool Commission until such time as the annual Commission and Committee appointments are reconsidered by the Board.*
CARRIED

The following statement was released from in-camera:

The Bella Coola Resource Society (the "Society") is an independent not-for-profit incorporated under the Societies Act. In the interest of supporting local economic development, the Central Coast Regional District has in the past accepted the Society's invitation to appoint a person to the Society's Board of Directors.

The Society's membership is open to the residents, landowners and business people of the Bella Coola Valley. The CCRD encourages such eligible persons to become members of the Society, run for Board of Directors, and participate in the Society's governance. The next Annual General Meeting is scheduled for June 26, 2019.

The CCRD believes that the time has come for the Society to operate without CCRD involvement. Accordingly, the CCRD Board of Directors resolved on May 9, 2019 to rescind its appointment to the Society's Board of Directors.

The CCRD continues to work at supporting community development in the region through collaborative relationship building within the CCRD's service areas, offering grant-writing support for local organizations, and providing capacity building opportunities among other initiatives. The CCRD looks forward to finalization and implementation of the new four year CCRD Strategic Plan (2019-2022) and focusing organizational resources and efforts accordingly.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting April 11, 2019

19-05-09 M/S Directors Hadley/Northeast THAT the minutes from the April 11, 2019 Board Meeting be received. **CARRIED**

19-05-10 M/S Directors Hadley/Northeast THAT the minutes be adopted as presented. **CARRIED**

PART II – PUBLIC CONSULTATION

1. DELEGATIONS

(a) Emily Colombo, Regional Economic Operations Branch, Province of BC; Nicole Pressey, Regional Agrologist, Province of BC; and Karen Eden, General Manager, Community Futures Cariboo Chilcotin – Economic Development Supports and Opportunities (moved to 3pm)

[Note to reader: This delegation was postponed until approximately 3 pm to allow for the delegates to arrive. For the convenience of the reader, the details of the delegation are detailed here as they would have otherwise appeared in the agenda].

Ms. Colombo, Ms. Pressey and Ms. Eden began their presentation at 3:56 pm.

Ms. Colombo thanked the Board for accommodating their delegation and gave a quick introduction. Ms. Colombo works with the Province doing Rural Development with the Ministry of Forest, Lands, Natural Resources Operations and Rural Development. Ms. Pressey is the Regional Agrologist with the Ministry of Agriculture covering the Central Coast region. Ms. Eden is the General Manager for Community Futures Cariboo Chilcotin.

Ms. Colombo emphasized the importance of collaboration and noted they all focus on economic development in a different way. She stated the delegation is pleased to be able to come out in person, spend time listening to the needs of the community and learn how they can be of service.

Ms. Colombo gave an introduction of the Regional Economic Development Operations Branch who provides online tools and resources as well as some funding through the Rural Dividend Grant. She gave her congratulations the CCRD on being

very successful with the Rural Dividend funding program. She shared that during their visit the delegation has been speaking with other governing bodies on the many interesting projects coming out of the Region noting that they would love to see even more, and would love to work with applicants to achieve even more success.

Ms. Colombo explained that her role is the on-the-ground support and that she gathers information to hear what local needs are and feeds that information into their rural economic programs. She meets with community groups, local governments and First Nations in a broad area, about 155 square kilometers from Clinton to Prince George, Bella Coola, Bella Bella, Wells, Likely, Horsefly, in a broad geographical area that includes 24 First Nations, 6 Local Governments, 4 Regional Districts, and not-for-profit societies and businesses.

She provided a look at a web portal that provides economic development supports through a variety of tools including a grant search tool. There is also a tool called the Economic Atlas where users can explore multiple layers which will provide economic development information, like labour stats for a given area. The Economic Atlas allows users to break down statistics to electoral areas within regional districts. The statistics include labour statistics, cultural statistics, major projects, hydro supports, and infrastructure pieces.

The Board asked Ms. Colombo if the grants were business grants for individuals or community-based grants. Ms. Colombo shared that there are grant options available for businesses as well as community-based and she is happy to connect with businesses to provide clarity on support options.

The presentation turned to Ms. Eden who gave a brief overview of Community Futures. Ms. Eden explained that there are thirty-four Community Futures in BC and two hundred and sixteen across Canada working as not-for-profit organizations that support small and medium sized businesses to get started, grow, and develop succession plans.

Ms. Eden also introduced the Wildfire Business Transition Project program that runs out at the end of this year available to a region that extends from 70 Mile, to Bella Coola and up to McLeese Lake encompassing a very large area. Ms. Eden explained that three Community Futures with communities affected by the 2017 Wildfires got together and gathered some funding so businesses can access up to \$10,000 per business. Ms. Eden emphasised that the end date for this program is at the end of this year. It's a one-time only grant for training existing staff, coaching, mentoring of the owner with up to \$2,500 per employee and up to \$5,000 for the business owner/manager. Ms. Eden explained that as it is self-directed training the applicant decides on the training and emphasised there is no limitation other than being an entity or business as of July 7, 2017, under 50 employees and a net earning of under

\$250,000. Ms. Eden indicated that are about halfway through the funding now and running about 20-30 applications a week.

Ms. Eden also described programming that is targeted for youth, First Nations and persons with disabilities as well as entrepreneur loan and loan assistance programs. The Board asked Ms. Eden if someone was to takes out a Community Futures program loan if it is generally locked, fixed or variable. Ms. Eden shared that they have one application fee of \$50 and when the loan is approved there is a 1% fee. It can be paid out at any time; no penalties and adjusted payments are possible upon request for financial hardship. The Board and Ms. Eden discussed some challenges with the implementation of a past Community Future's loan program from another Community Future's region in the Heiltsuk Nation.

The presentation turned to Ms. Pressey who introduced herself and shared that she covers the Cariboo Regional District and the Central Coast Regional District. Ms. Pressey explained that the Ministry of Agriculture has similar economic development programming organized into three pillars: Grow BC; Buy BC; and Feed BC.

Ms. Pressey explained that the Grow BC program encourages individuals to start their agriculture business or food processing business, from a business point of view. They have Agri-Business advisors that can be accessed for up to \$5000 of their services who can help build a business plan, business strategy, or labour transition. In addition, for those who already own an agri-business, up to \$5000 of advisor support is available to develop a transition plan to switch businesses or retire.

Ms. Pressey explained that Buy BC is their marketing division that helps agri-business market their product and access other retail avenues such as farmers markets, restaurants and grocery stores.

Ms. Pressey described Feed BC and shared that her ministry recently announced a pilot project with the Penticton Hospital to explore ways to get BC agri-business product into the Penticton Hospital.

Ms. Pressey explained that she basically operates in an economic development officer capacity for producers and food processors connecting them with programs or partner agencies. She also helps with planning for agriculture. For example, if a local government needs assistance with respect to agriculture and agri-business community planning, she is available to assist with reviewing community plans, bylaws and zoning to achieve supporting environments for agriculture.

Ms. Pressey further explained that she connects agricultural producers to information resources, and she also connects local governments with emergency preparedness and planning resources for agriculture. Her Ministry also provides plant and animal

help services and other programming specific to assisting agricultural producers adapt to climate change.

Ms. Colombo acknowledged Nuxalk Ancestral Territories and thanked the Nuxalk Nation.

The Board and Ms. Pressey discussed areas suffering from soil deprivation and some areas of specialization in which her Ministry operates, including greenhouses, cannabis production, soil nutrients, and hazelnut production.

The Board asked about funding for businesses to improve their accessibility. Ms. Colombo shared that she believes there are programs to help employers that want to employ someone with a disability and invited further discussion to fully explore the options.

The Chair thanked Ms. Colombo, Ms. Pressey and Ms. Eden for their presentation and concluded their delegation at 4:25 pm.

(b) Pat McNamara – Community Forest & CCRD Irregularities

Mr. McNamara removed his delegation request.

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) CCRD Current Job Postings - *removed from agenda*

(b) CCRD Strategic Plan 2019-2022 Interactive PowerPoint Presentation

19-05-11 M/S Directors Kennedy/Northeast THAT the CCRD Strategic Plan 2019-2022 Interactive PowerPoint Presentation be differed to the next Board Meeting.

CARRIED

(b1) Discussion of Alternate Directors participation in Governance and Remuneration

The Board and CAO discussed the contents of *Bylaw 477 Board Remuneration and Expenses 2017* clarifying the provisions for paying director and alternate director expenses and remuneration, what is automatically covered under the bylaw and what must be brought forward for board approval for individual director expenses.

There was a Public Hearing held between 1:00 – 2:00 p.m. to consider the proposed zoning amendment bylaw amending Bella Coola Valley Consolidated Zoning Bylaw No. 71, 1984.

FINANCIAL SERVICES

CFO Liu joined the meeting at 1:41 pm.

(c) 2018 Financial Statements – Late Item

CFO Liu went over the 2018 audit findings with the Board. Recess was called at 2:18 pm, the meeting reconvened at 2:32 pm.

Micaela Roque, Senior Manager, KPMG LLP joined the meeting via teleconference at 2:33pm to discuss the audited 2018 CCRD and CCRHD Financial Statements and answer questions from the Board, Ms. Roque left the meeting at 3:09 pm.

19-05-12 M/S Directors Hall/Kennedy THAT the 2018 Financial Statements be adopted as presented. **CARRIED**

Recess was called at 3:08 pm, the meeting reconvened at 3:11 pm.

(d) Request for Decision - 2019 Variance Report – Late Item

19-05-13 M/S Directors Kennedy/Northeast THAT the 2019 Variance Report be received. **CARRIED**

CFO Liu left the meeting at 3:24 pm.

COMMUNITY & DEVELOPMENT SERVICES

(e) Community Economic Development Monthly Report

CEDO Wheelock joined the meeting at 3:26 pm.

19-05-14 M/S Directors Kennedy/Hadley THAT the Community Economic Development Officer Report be received. **CARRIED**

(f) Request for Decision – Submission of Grant Application for \$20,000 Marketing Initiative to Northern Development Initiative Trust

19-05-15 M/S Directors Kennedy/Hadley THAT the Request for Decision – Submission of Grant Application for \$20,000 Marketing Initiative to Northern Development Initiative Trust be received. **CARRIED**

19-05-16 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District authorize a funding application to Northern Development Initiative Trust for a \$20,000 matched Marketing Initiative funding that the CCRD will use for videography. **CARRIED**

(g) Welcoming the Northern Sea Wolf Event Invitation

19-05-17 M/S Directors Kennedy/Hadley THAT the Northern Sea Wolf Event Invitation be received. **CARRIED**

(h) Request for Decision – Appointment of Spokesperson – Northern Sea Wolf Event on June 2, 2019

19-05-18 M/S Directors Hadley/Kennedy THAT the Request for Decision – Appointment of Spokesperson – Northern Sea Wolf Event on June 2, 2019 be received. **CARRIED**

19-05-19 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District appoint Chair Schooner to speak at the Northern Sea Wolf Event on June 2, 2019. **CARRIED**

(i) Correspondence for Action: Invitation to Cariboo Chilcotin Coast Tourism Association AGM

19-05-20 M/S Directors Kennedy/Hadley THAT the Correspondence for Action: Invitation to the Cariboo Chilcotin Coast Tourism Association AGM be received. **CARRIED**

Area C Director Kennedy shared that she will be there as she was invited to MC the event in her capacity as Vice President of the local tourism association.

(j) Correspondence for Information: The Coast Sustainability Trust II – 2019 1st Quarter Report

19-05-21 M/S Directors Kennedy/Hall THAT the Correspondence for Information: The Coast Sustainability Trust II – 2019 1st Quarter Report be received. **CARRIED**

(j1) Request for Decision – Submission of Grant Application for Communities Partnering for Reconciliation – Late Item

19-05-22 M/S Directors Hall/Kennedy THAT the Request for Decision – Submission of Grant Application for Communities Partnering for Reconciliation be received. **CARRIED**

19-05-23 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District approve the application to UBCM for funding from the Communities Partnering for Reconciliation Program to meet the strategic goals to foster inter-community collaboration in the Central Coast Region. **CARRIED**

(j2) Request for Decision – Submission of Grant Application for a Community Planner for Housing – Late Item

19-05-24 M/S Directors Hadley/Hall THAT the Request for Decision - Submission of Grant Application for a Community Planner for Housing be received. **CARRIED**

19-05-25 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District approve the application to NDIT for a Community Planner for Housing for a twelve month period. **CARRIED**

(j3) Request for Decision – Submission of Grant Application for Housing Needs Assessment in Bella Coola and Bella Bella or just one community (if two applications are not acceptable to the funder) – Late Item

19-05-26 M/S Directors Northeast/Kennedy THAT the Request for Decision – Submission of Grant Application for Housing Needs Assessment in Bella Coola and Bella Bella or just one community (if two applications are not acceptable to the funder) be received. **CARRIED**

19-05-27 M/S Directors Kennedy/Hadley THAT the Board of Directors of the Central Coast Regional District approves the application for Housing Needs Assessment through UBCM for both Bella Coola and Bella Bella (if possible) or just one community, if not possible. **CARRIED**

CEDO Wheelock left the meeting at 3:55 pm.

[Note: At this point in the meeting, the scheduled provincial delegation arrived. The Chair asked the Board to return to agenda item Part II Public Consultation 1) Delegation (a) Emily Colombo, Regional Economic Operations Branch, Province of BC; Nicole Pressey, Regional Agrologist, Province of BC; and Karen Eden, General Manager, Community Futures Cariboo Chilcotin – Economic Development Supports and Opportunities. See above under Part II Public Consultation item 1(a) for full details of the delegation].

Recess was called at 4:25 pm, the meeting reconvened at 4:35pm and moved to Operations

OPERATIONS

(k) Operations Manager Monthly Report

19-05-28 M/S Directors Hall/Kennedy THAT the Monthly Operations Managers Report be received. **CARRIED**

(l) Correspondence for Action: Parks Garbage letter dated April 24, 2019

19-05-29 M/S Directors Kennedy/Hadley THAT the Correspondence for Action: Parks Garbage letter dated April 24, 2019 be received. **CARRIED**

The Board discussed some potential options and financial challenges with expanding the current transfer station openings to align with bear season. The CAO committed to having further

exploratory discussions with the Operations Manager and report back to the Board at a later meeting.

(I1) Urban Systems Project Update – Late Item

19-05-30 M/S Directors Hall/Kennedy THAT the Urban Systems Project Update Report on the Denny Island Water System be received.

CARRIED

(I2) Request for Decision: Spring Clean Up Event 2019 – Late Item

19-05-31 M/S Directors Hadley/Kennedy THAT the Request for Decision: Spring Clean Up Event 2019 be received.

CARRIED

Director Hall left the meeting at 4:54 pm, he rejoined the meeting at 4:57 pm

19-05-32 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District approve Administration to develop and implement a schedule that will provide for two weeks of extended operating hours for Thorsen Creek Waste and Recycling Centre and that tipping fees as set out in Bylaw 348, be reduced by 50% for all properly sorted loads of residential waste during this same time period, and furthermore, that in the event of extenuating circumstances, administration is granted the flexibility to apply the reduced rate additional days of operation and add days of operation in order to ensure the successful completion of the spring cleaning event.

CARRIED

TRANSPORTATION SERVICES

(m) Transportation Monthly Report

19-05-33 M/S Directors Hall/Northeast THAT the Transportation Monthly Report be received.

CARRIED

LEISURE SERVICES

(n) Centennial Pool Commission Meeting Minutes – April 12, 2019

(o) Centennial Pool Commission Meeting Minutes – May 2, 2019

19-05-34 M/S Directors Kennedy/Hadley THAT the Centennial Pool Commission Meeting minutes dated April 12, 2019 and the May 2, 2019 minutes be received as a group.

CARRIED

PROTECTIVE SERVICES

(p) Emergency Management - Verbal Report

CAO Kirk gave an update of the Sawmill Road Wildfire which the CAO understood to have begun on private land and moved onto Crown land and updated the Board as to what she understood took place with respect to the joint volunteer fire department initial response moving to a BC Wildfire Service Response. The CAO further thanked all the Board members who recently participated in the emergency management trainings in Bella Bella and Bella Coola.

(q) Correspondence for Action: Kathy Moore Letter Re: Concern with Bedload in Thorsen Creek dated April 28, 2019

19-05-35 M/S Directors Kennedy/Northeast THAT the Correspondence for Action: Kathy Moore Letter Re: Concern with bedload in Thorsen Creek dated April 28, 2019 be received. **CARRIED**

19-05-36 M/S Directors Hall/Kennedy THAT a letter of response be drafted to Ms. Moore detailing the upcoming CCRD grant funded flood mapping and flood modelling and including information on the same in the next Chair's message. **CARRIED**

(r) Correspondence for Information: Course Announcement EMRG-1136 Community Evacuation Location: Bella Bella

19-05-37 M/S Directors Northeast/Kennedy THAT the Correspondence for Information: Course Announcement EMRG-1136 Community Evacuation Location: Bella Bella be received. **CARRIED**

(s) Correspondence for Information: Coastal Fire Centre Wildfire News May 3, 2019 Issue 1

19-05-38 M/S Directors Hall/Kennedy THAT the Correspondence for Information: Coastal Fire Centre Wildfire News May 3, 2019 Issue 1 be received. **CARRIED**

(t) Request for Decision: Board Remuneration for Emergency Management Trainings

Director Hall declared a direct pecuniary interest constituting a conflict of interest in item Part III C(t) and recused himself from decision-making in the item leaving the room at 5:09 pm.

Chair Schooner declared a direct pecuniary interest constituting a conflict of interest in item Part III C(t) and recused himself from decision-making in the item leaving the room at 5:10 pm

19-05-39 M/S Directors Northeast/Hadley THAT the Board of Directors of the Central Coast Regional District authorize Chair Schooner, Area E be remunerated in the amount of \$250 per day for his participation in the ESS Training in Bella Bella on April 15, 16 & 17, 2019 and for his participation in the EOC Essentials on April 24, 25 & 26, 2019 in Bella Coola and for his participation in the Conducting Hazard, Risk & Vulnerability Analyses Training on April 30, 2019 and May 1, 2019 in Bella Coola;

AND THAT Alternate Director Thomas Tallio, Area D be remunerated \$250 per day for his participation in the EOC Essentials training on April 24, 25 & 26, 2019 in Bella Coola;

AND THAT Director Hall, Area B be remunerated \$250 per day for his participation in the Conducting Hazard, Risk & Vulnerability Analyses Training on April 30, 2019 and May 1, 2019 **CARRIED**

Chair Schooner and Director Hall rejoined the meeting at 5:20 pm.

19-05-40 M/S Directors Kennedy/Northeast THAT the Bella Coola directors be remunerated to attend a leadership focused EOC Activation Drill under the new Emergency Management MOU in the Bella Coola Valley tentatively scheduled for June 5, 2019. **CARRIED**

GOVERNANCE

(u) Correspondence for Information: Re: Bill C-68

19-05-41 M/S Directors Hall/Northeast THAT the Correspondence for Information: Re: Bill C-68 be received. **CARRIED**

(v) Correspondence for Information: City of Abbotsford, Resolution: Criminal Justice Reform in BC

19-05-42 M/S Directors Hall/Kennedy THAT the Correspondence for Information: City of Abbotsford, Resolution: Criminal Justice Reform in BC be received. **CARRIED**

(w) Correspondence for Information: City of Abbotsford, Resolution: Continued Widening of TransCanada Highway #1, through the Fraser Valley

19-05-43 M/S Directors Hall/Kennedy THAT the Correspondence for Information: City of Abbotsford, Resolution: Continued Widening of TransCanada Highway#1, through the Fraser Valley be received. **CARRIED**

(w1) BC Assessment Meeting Invitation – Late Item

19-05-44 M/S Directors Hadley/Kennedy THAT the UBCM BC Assessment Meeting Invitation be accepted opting for a meeting on Tuesday September 24, 2019 at 1:00 p.m. **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:

I had a good trip to Bella Bella. Matthew was there and he did a really good job. We had a bunch of training. When the wildfires were going on, all the smoke was here, the Heiltsuk Nation was opening rooms up for people to go there and get away from the smoke. I just want everyone to know that because it's important. Even though there are no agreements between us, when it counts we have each other's back. We also want to let people know out there to be prepared, only way we get through is it to stick together and be prepared.

Area A Report: Alternate Director Hadley

Alternate Director Hadley thanked the Chair and presented his verbal report as follows:

The new ferry was at our dock a few days ago, it is a beautiful boat, especially compared to what we've had to service this area. It is going to be a wonderful addition to our options for travel and do a lot of good for tourism in the Bella Coola Valley. Unfortunately, the new ferry isn't going to do a whole lot of good for Denny Island. The scheduling they've put forward is actually a lot worse for us than it was last year, irrespective that the new ferry will improve service over all for the region. I would like to share a couple of notes from Denny Island. We finally received the composter and bailer that CCRD has helped us receive funding for. It is there but not set up yet as it requires some wiring and other work to get it going, but it is on site now. We are hopefully going to get community volunteers to help set it up. It will operate from the community centre. Denny Island Community clean-up is on Mother's Day.

Area B Report: Director Hall

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

I did contact UBCM with regards to their engagement efforts with First Nations organizations, such as UBCIC and AFN. I did further to my discussion with them request that possibly Courtney make a presentation with the endorsement of UBCM at the UBCIC. The President and entire UBCM Indigenous Relations Committee all want to push this together. I am still awaiting a response on my request.

I am conscious that my term on the UBCM Executive is only one year. I would like to be on the executive again so am looking for nomination and support at the upcoming convention, particularly to have the opportunity to continue my representation on the Indigenous Relations Committee. The work of the Comm69ittee is so critical to governance dialogues everywhere. Throughout my term on the UBCM Executive I have worked hard to get the message across that all resolutions that are considered through UBCM need a First Nation perspective. Further to that I just wanted to state the enjoyment that I am having with being on the executive. To me, it's a very honourable position to be in and I am very thankful for the nomination and election into the position. It has opened my eyes to a lot of different ideas and perspectives on how to govern at a local level and experiencing that at such a high level. I had hoped to change some of my UBCM portfolios to areas more relevant to the issues that impact my community but because of the shortness of the one year term have learned it best to stick through the assignment until the next election and portfolio placement.

Irrespective I am enjoying the opportunity to learn and contribute, in addition to the access and exposure to the leaders who can make a difference for us locally.

Aside from that everything else is pretty smooth in Bella Bella. We had an extremely successful herring egg season, fulfilling our harvesting quotas of 320,000 thousand lbs of product in six days. This demonstrates that our management planning is working and we are reaping the rewards of our Heiltsuk practices.

With respect to the issue that came up today with regards to racism, I think it's important the we make a statement that states zero tolerance for racism in Regional District operations and make that statement available on our webpage, on the local radio and newspapers here in Bella Coola and also in our communications throughout the region. I can't stress enough how disturbing and discouraging it is to continue to experience racism in the work I do. I try to focus on why my people have put me in the position I am in governance and leadership for our village. So that motivates me to continue to encounter these things and deal with them as best I can and move ahead in a positive manner.

Thank you to the Nuxalk Nation for allowing us to conduct our business here. Thank you to the staff for all the hard work that you do to keep us informed and with all the multiple roles you play especially when emergency response is needed such as the recent wildfire.

19-05-45 M/S Directors Hall/Kennedy THAT the CCRD release a web statement denouncing racism and zero tolerance for racism in Regional District operations.

CARRIED

Director Hall added a further note of acknowledgement for the coordination of the recent emergency management trainings, noting how valuable he finds the trainings for improved service to constituents and inter-community engagement and relationship building.

Area C Report: Director Kennedy

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

AVICC was an amazing experience and I wish everyone else could have been there. It was so valuable. It was challenging to be the only one there from CCRD. Unfortunately, my nomination was not received and so I was not nominated for the executive. I am hoping to be nominated next year. Being there for the resolutions I was able to see so clearly with my own eyes that urban rural divide. I could see the challenges of rural representation effectively moving forward to places like FCM. Rural voices really get lost when try to move up through those forums. The urban voices were quite loud and the resolutions really were split between urban and rural speakers, and I was surprised at how clear this was. The first keynote speaker was Mark Collins, CEO of BC Ferries and I was first to the microphone to ask him how he plans to address the trust that was lost in BC Ferries last year and what he plans to do for our communities if the Northern Sea Wolf doesn't pass through the trials. This was a good start to the conference. It was exciting, and I appreciate the opportunity to go to AVICC.

I attended the Human Bear Safety Committee Meeting which took place at the hatchery. The last time I went the grant –in-aid was still on the table. The Committee has received their funding through another donor. They asked CCRD for an update and I committed to look into the costs of having the transfer station open additional days noting this may not be feasible. I also attended the pool commission meetings on May 2, 2019 as well as the Economic Development Committee Meeting and witnessed the challenges of the smaller communities trying to come into the meeting with even basic communication presenting a barrier. It was distressing to note the capacity challenges our communities face and the impact even one active community member moving away from Ocean Falls can present to the active participation of that community.

Area D Report: Director Northeast

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

Looking forward to June 2, 2019 and attending the open house of the new ferry and going on board and checking it out. I am also excited about the opportunity it will present to bring more people to visit the Central Coast in particular Bella Coola and Hagensborg. I am very pleased to see there are some new businesses operating in town. I'm sure the harbinger of more things to come.

Saturday night we had a visit from the RCMP on Brothen Road to say there is a fire burning at the other end of the road and if the wind shifts you need to be ready to go. I am grateful it didn't come to that and I am very thankful to the Nuxalk, Hagensborg, Bella Coola and Nusatsum Volunteer Fire Departments, and also very thankful our CAO and Chief Wally Webber were in the office supplying information which I helped distribute, which I was happy to do. All in all it was a great response with many members of the community getting involved. I am disappointed for scheduling of having to miss the recent emergency management trainings but am happy my alternate Thomas Tallio could attend. I further would like to thank and acknowledge the JIBC for bringing the Hazard Risk and Vulnerability Assessment training into Bella Coola on April 30 and May 1 which had a good turnout as well.

(D) BYLAWS AND POLICIES

a) Bylaw No. 487 Bella Coola Valley Zoning

- 19-05-46** **M/S Directors Kennedy/Hall** THAT as a public hearing was held on this ninth day of May 2019 from 1 – 2 pm, Bylaw No. 487, Cited as 'Bella Coola Valley Zoning Amendment Bylaw No. 487, 2019' be now read a third time; **CARRIED**
- 19-05-47** **M/S Directors Kennedy/Hall** that Bylaw No. 487, Cited as 'Bella Coola Valley Zoning Amendment Bylaw No. 487, 2019' having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration. **CARRIED**

(F) ADJOURNMENT

19-05-48 M/S Directors Hadley/Hall THAT the meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned at 6:00 pm.

Chair

Chief Administrative Officer

June Board Meeting Strategic Plan Workshop

Introduction

Administration suggests that the completion dates and prioritization of the 'Tactical Actions' of the Strategic Plan be revisited bi-annually to ensure that they remain in keeping with the board's objectives and accommodates changing administrative workloads (in the case of wildfires etc).

Action Steps

(Please do not look at the Strategic Plan)....yet

10 mins

- A. Write Down what you understand to be the top 5 priorities for the communities you represent over the next 4 years, that fall with the CCRD's remit.

10 mins

- B. Write down your personal objectives in your elected role that fall within the CCRD's remit over the next 4 years.

15 mins

Now lets assess the draft Strategic Plan and ensure that points A and B are contained and/or reflected in the draft plan, (if not update or amend the draft plan accordingly)

15 mins

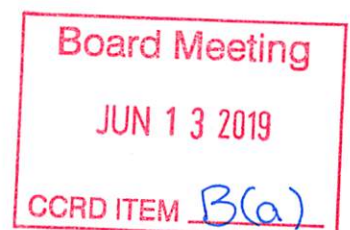
Next, confirm or amend the prioritization scoring of the action points under each of the headline 4 Goals

20 mins

Next, add in the realistic and achievable timeframe for the completion of those action points

Once agreed upon –

Adopt for the Strategic Plan





CENTRAL COAST REGIONAL DISTRICT

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

Board Meeting

JUN 13 2019

CCRD ITEM B(b)

Happy Spring everyone and Greetings from the CCRD Board.

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As part of our March-May regular public meetings, the board continued work on two important plans: a four year strategic plan, and a two year advocacy plan. Revisions will continue through the June public meeting, with final adoption scheduled for the July public meeting. Both documents will guide the board and staff in governance and service delivery improvement over the rest of our four-year term, so please be sure to reach out to your electoral area director with your input.

At a special meeting of the board on March 29th, the board also approved the 2019 budget. On behalf of the board, I'd like to thank all members of the public who contributed their thoughts and feedback to the budget process.

Exciting work continues on the development of a water system to service many of the residents and businesses on Denny Island, as well as the public school and community centre. Grant funding is secured and we are working in partnership with School District #49 to put in place the required infrastructure to deliver potable water. A petition process took place in February and property owners delivered a mandate for this new service establishment to proceed. A service establishment bylaw has received three readings and has been sent to the province for review and approval. Engineers continue to move forward with the design work and we hope to see the first construction begin this fall. Thanks to all the community members who have participated in this initiative and asked the hard questions, and to all CCRD staff who have been working hard to make this happen. Please watch for a future press release on the CCRD website for further details.

As Chair of CCRD, I attended, along with CAO Courtney Kirk, the Chairs/CAOs Annual Forum which happens in Victoria every March. It was an excellent opportunity to network with other regional district chairs and CAOs, and learn about projects and best practices in other communities. Our CAO and I presented to the forum on the advocacy work CCRD has been leading to achieve solutions for the fiscal and governance gaps we experience in our communities, which negatively affects service delivery in the Central Coast. We are continuing our collaboration with the Union of BC Municipalities and Alberni-Clayoquot Regional District for a full day forum and workshop on this topic at the UBCM annual convention in September in Vancouver.

In April and May I also attended, along with Area B Director Travis Hall, an Emergency Social Services training in Bella Bella, an Emergency Operations Centre Essentials training in Bella Coola, and Conducting Hazard, Risk and Vulnerability Analyses training in Bella Coola. These were excellent training opportunities offered through the Justice Institute of BC and will help to better prepare our community to face the challenges of community emergency situations.

CCRD is working under the new Emergency Management MOU to develop a framework for a new Bella Coola flood planning committee. This committee will oversee flood modelling

work, beginning with helicopter flyovers later this month. Please don't be alarmed by the low-flying helicopter, which may be doing flyovers for upwards of one week throughout the valley. We are using special technology to acquire high resolution mapping of the alluvial fan in the Bella Coola Valley.

On June 1st, Area C Director Jayme Kennedy hosted an Emergency Management BC funding announcement made by MLA Jennifer Rice. New funds for the Cariboo Chilcotin Coast Tourism Association will result in enhanced communication and coordination during emergencies, and will support emergency management training in the tourism sector. In part, this will result in better sharing of real time data when emergency accommodation is needed for tourists during evacuations.

Kudos to the volunteer firefighters at the Bella Coola Fire Department, the Noosatsum Fire Department, Hagensborg Fire Department, and Nuxalk Fire Department for their swift and expert action to control the recent forest fire in the Bella Coola Valley. It was a distressing time, yet it was made much less so by your efforts. It should be noted that many community members in Bella Bella are preparing, if the need ever arises, to host families from the Bella Coola Valley if a natural disaster or other emergency ever requires a westward evacuation. We have an incredible region of caring, resilient communities. A big thank you to all our constituents for being the amazing people that you are and such a pleasure to serve.

Over the previous term the CCRD board worked with the Province of BC to complete Phase I of a Governance and Service Delivery Study. This was a study asked for by constituents, and it looked at all aspects of the work that CCRD does in our region, as well as factors that contribute to the successes and the shortcomings of that work. It culminated in a final report which was presented to the board in April 2017. Part of the report focused on the internal electoral area boundaries in our region, as well as the external boundaries of the entire regional district as they relate to neighbouring regional districts. At our March public meeting the board authorized the Chair to send letters of invitation to each of the Wuikinuxv Nation, Heiltsuk Nation, Nuxalk Nation and Kitasoo Xai'xais Nation to participate in the design of a regional district boundary adjustment feasibility study as the initiation of Phase 2 of the Governance and Service Delivery initiative. Administrative staff recently applied for grant funding to support this initial dialogue event. Invitations will be sent following approval of the funding.

As we geared up for the business of spring, CCRD completed necessary repairs to the water heaters and plumbing at the Centennial Pool, to carry us through until the pool is upgraded. The pool opened on May 27th, and has been very busy! Please call the pool at 250-982-2488 for questions and the schedule.

We'll be finishing up the clearing work at the Bella Coola Airport this season. Dozing, dragging, and finishing work east of Nooklikonnick Creek is complete, and the remainder of the tree topping necessary along the flightpath will continue throughout the spring. A big thank you to the property owners east and west of the airport for their cooperation in allowing the removal of obstacle trees from their properties and providing access to contractors. The entire region will benefit from your good will.

Are you interested in working with CCRD? Look for advertisements for three opportunities: a job announcement for a new Financial Controller; a job announcement for a new Community Housing Needs Planner; and a job announcement for casual administrative support staff. Also, the CCRD will soon launch the recruitment of an artist for the development of a new logo and brand for the regional district. CCRD's Community Economic Development Officer Matthew Wheelock is leading the project, and will be asking Central Coast artists to submit a small portfolio of their work, which will be used to select (by a third party committee outside the CCRD) one artist to develop a new logo for CCRD that reflects the communities of the Central Coast. Contact the CCRD office for details on all four opportunities.

One of the roles of elected officials at a regional district is to appoint members to the volunteer committees that help to keep services moving forward. Thank you to everyone who put their names forward to volunteer on CCRD committees. The board recently approved the following new members to the Economic Development Advisory Committee:

Jamie Harris – Heiltsuk Tribal Council

Sharron Cartier – Ocean Falls Improvement District

Dan Smith – Tribal Manager, Wuikinuxv Nation

Teresa Watling – Denny Island Improvement Association

I'd also like to give sincere and somewhat overdue thanks to the volunteers who kept the skating rink open and enjoyable for everyone this year. It was a great year for skating. We also have a dedicated group of volunteers who clean up trails and park facilities and I would like to say a big thank you to them as well. These parks are used both by locals and tourists, and the hard work of volunteers helps leave everyone with a great impression of the Central Coast. Special thanks to Caroline Granander, Wayne Levesque, Dennis Tippie, Bill McDonald, and Wayne Bittner, as well as employees from BC Hydro and Interior Roads.

As most of you are aware, the Northern Sea Wolf ferry arrived at the Bella Coola dock and the community celebrated at an open house on June 2nd hosted by BC Ferries. I was grateful to take part in the ribbon cutting for the new vessel on behalf of the CCRD. Many thanks to the many, many people who advocated tirelessly to restore this sailing route to and from Port Hardy, including: the late Ernest Hall, Chief Wally Weber and Council and staff at Nuxalk Nation, Chief Marilyn Slett and Council and staff at Heiltsuk Nation, former CCRD Director Reg Moody, Area B Director Travis Hall, MLA Jennifer Rice, and staff and members of the Cariboo Chilcotin Coast Tourism Association. It's been a long wait and the community can now breathe a sigh of relief that this beautiful ship is here, and it will carry residents and tourists through our unique coastal region for years to come.

In closing, I'd like to invite those of you who have not recently visited the CCRD offices downtown and at the airport to please do so. We have several newer staff, not to mention a new paint job that really brightens the place up. Please come and meet us and introduce yourself. We hope that the CCRD offices feel like welcoming places for you.

In service,
Chair Samuel Schooner



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

From: Destiny Mack, EA

Meeting Date: June 13, 2019

Subject: Subsidize Bella Coola Valley Spay & Neuter Off-Reserve veterinary service utilising the unallocated 2019 Grant in Aid funds

Constituent Requested Motion:

THAT the Board of Directors of the Central Coast Regional District approves the subsidization of the Free Spay and Neuter veterinary service to open it up to the entire Bella Coola Valley using up to \$3,080 of the unallocated 2019 Grant in Aid funds.

Issue/Background Summary:

Free Spay & Neuter Clinic (please see attached flyer)

Policy, Bylaw or Legislation:

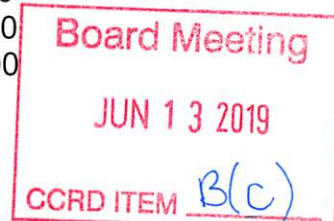
F-17 Grant In Aid Application

19-04-06 M/S Directors Hall/Northeast THAT the 2019 Grant In Aid Report be received.

CARRIED

19-04-07 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District resolve that Grant In Aid funds be distributed as per Administration's Policy to the following eligible organizations based on the actual (not modified) amounts that they applied for and that the balance of \$3,080 be carried over to the 2020 Grant In Aid Program.

Bella Coola Music Festival.....	\$3,000
Bella Coola Valley Arts Council.....	\$250
Bella Coola Festival of the Arts.....	\$250
Bella Coola Valley Ridge Riders.....	\$1,800
Bella Coola Valley Tourism.....	\$2,500
Bella Coola Community Support Society.....	\$3,000



Bella Coola Valley Sustainable Agriculture Society.....\$1,120
CARRIED

Financial/Budgetary Implications:

Grant In Aid 2019 Money left over

Time Requirements – Staff and Elected Officials:

Options to Consider:

1. Use some or all or the unallocated 2019 Grant In Aid that was due to be carried forward to 2020
2. Do not utilise any of the unallocated 2019 Grant in Aid funds.

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant (on behalf of constituent)

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Office



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TIME + DATE
JUNE 21-25

LOCATION
ACWSALCTA SCHOOL MAINTENANCE BUILDING



CAAT
Canadian Animal Assistance Team

Board Meeting

JUN 13 2019

CCRD ITEM _____



Central Coast Regional District

Financial Controller

Working with our CAO, the successful applicant will be responsible for all aspects of financial management including accounting, reporting and regulatory compliance.

Three to five years' relevant experience preferred.

For the full job description visit our website:

ccrd-bc.ca

(and go to the Public Notices section).

Resumes should be submitted to Courtney Kirk:

cao@ccrd-bc.ca

**EXTENDED!! Application deadline is
Monday, June 24th at 9am.**

Central Coast Regional District
Box 186 Bella Coola, BC V0T 1C0
Phone: 799-5291 Fax: 799-5750
Email: info@ccrd-bc.ca

Board Meeting

JUN 13 2019

CCRD ITEM B(d)



CENTRAL COAST REGIONAL DISTRICT

P.O. Box 186, Bella Coola, BC V0T 1C0

Phone (250) 799-5291 Fax (250) 799-5750 Email: info@ccrd-bc.ca

Financial Controller

The Central Coast Regional District (CCRD) is seeking applications for a Financial Controller. Reporting to the CAO, the Financial Controller provides leadership and direction in controllership responsibilities including accounting, financial and statutory reporting, financial systems support, accounts payable/receivable, and cash/treasury/debt management over CCRD operations.

The CCRD ideally seeks a local candidate who demonstrates flexibility, excellent customer service, financial control experience, competency in handling a range of accounting activities, commitment to professional development and who aspires to the position of CFO.

Consideration may be given to ambitious, high achieving local candidates who do not fully meet the position qualifications at this time but who are prepared to dedicate themselves to necessary professional development and training and who strongly demonstrate the core competencies and personal characteristics for the position. Applications will ideally exhibit commitment to life in the central coast, appreciation of the principles of good governance, respect for the role of civic government in furthering community wellness, holism and resilience, and demonstrated success in complex new environments.

Responsibilities:

The Financial Controller prepares financial statements, maintains cash controls, maintains accounts payable and receivable, manages financial records keeping and keeps abreast of regulatory requirements to ensure full statutory financial compliance. The Financial Controller requires a complete and thorough knowledge of local government accounting procedures and competency with QuickBooks, FileHold and Microsoft Office, particularly Word and Excel.

1. Administer and monitor the CCRD's financial system

Main Activities

- Implement/maintain financial procedures
- Establish, maintain and reconcile the general ledger
- Prepare and reconcile bank statements
- Maintain accounts
- Complete journal entries
- Establish and maintain cash controls
- Oversee the processing of supplier invoices
- Maintain procurement processes
- Ensure financial data entry

- Co-signatory and oversee issuance of cheques for all accounts due
 - Ensure security for all credit cards and verify charges
 - Ensure transactions are properly recorded
 - Ensure government remittances are made accurately and within deadlines
 - Generate QuickBooks reports including income statements, balance sheets and monthly financial statements
 - Prepare quarterly reports to the Board and report on variances
 - Ensure CCRD internal requirements met in facilitation of annual audit by external accounting firm
 - Maintain complete financial files and records
 - Assist the CAO with the development of annual five year financial plan
2. Maintain the accounts payables and receivables process in order to ensure complete and accurate records of all moneys
- Main Activities
- Reconcile accounts payable
 - Reconcile accounts receivable
 - Compile source documents
 - Reconcile deposits
3. Support efficient and effective office management
- Main Activities
- Manage the filing, storage and security of financial documents
 - Assist the CAO to respond to financial information enquiries
 - Assist in overseeing the repair and maintenance of computer and office equipment
 - Support best practices in offices procedures and information management

Qualifications:

- Three to five years' progressive experience in a finance role, preferably with a minimum two years' experience in municipal or public sector accounting.
- Completion of an Accounting Business Diploma, Certificate or Degree - Designation would be an asset (CA, CPA, CGA).
- Strong computer literacy including effective working skills of Microsoft Office and accounting software.
- A focus on results with strong leadership, relationship building and communication skills.

Core Competencies and Personal Characteristics:

- **Integrity**– professional whose honesty, integrity, confidentiality and high ethical standards contributes to effective leadership and optimal government relationships
- **Energy**– displays enthusiasm, optimism, drive and passion while maintaining a high level of productivity and a balanced lifestyle
- **Diversity**– understands the importance of different backgrounds, perspectives and experiences and is respectful of individual differences

- **Communication**– effectively expresses ideas and conveys information in business writing, conversations and interactions with others
- **Scholarship** – values education and the opportunity for professional development to learn new skills and implement best practices
- **Constituent Service Excellence**– understands the importance of quality constituent service by being courteous, responding to constituent requests in a timely manner and monitoring satisfaction
- **Teamwork & Relationship Development**– works collaboratively with team members in order to achieve a common goal and develops, maintains and strengthens relationships with others, both inside and outside the CCRD
- **Accountability**– takes responsibility for one’s own performance by setting clear goals and tracking progress against those goals; is highly organized and uses personal judgement and decision making
- **Flexibility**– effectively manages multiple assignments, adapts to changing priorities and is able to work independently or as part of a team

Job Type: Full-time, permanent, 35 hours/week

We offer a competitive salary with municipal pension and extended health benefits and professional development opportunities in the local government financial management area.

This posting closes at 9:00 am on Monday, June 24, 2019.

Please send your resume with covering letter attention Chief Administrative Officer to cao@ccrd-bc.ca or CCRD P.O. Box 186, 626 Cliff Street, Bella Coola BC, V0T 1C0



Central Coast Regional District

Community Housing Planner

Working with our Economic Development, Land Use & Planning services. The successful applicant will coordinate housing needs, assessments and other related functions.

For the full job description visit our website:

ccrd-bc.ca

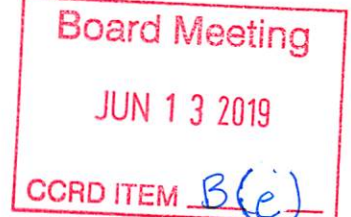
(and go to the Public Notices section).

To apply please submit Resume and Cover letter

Attention: Courtney Kirk, cao@ccrd-bc.ca

Application deadline is
Monday, June 24th at 9am.

Central Coast Regional District
Box 186 Bella Coola, BC V0T 1C0
Phone: 799-5291 Fax: 799-5750
Email: info@ccrd-bc.ca



CCRD Community Housing Planner
One-year, full-time
Salary: \$50,000

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POSITION OVERVIEW

The successful applicant will lead and implement the Central Coast Regional District (CCRD) House Needs Assessment within the Central Coast communities. You will be responsible for conducting housing needs assessments and creating the CCRD Housing Strategy. You will also be responsible for creating and amending related policies, strategies and bylaws in order to integrate the new housing needs assessment and the incorporate the findings into the Official Community Plan, as required. Reporting to the Community Economic Development Officer, examples of key work activities include:

- Interviews with District staff, non- profit societies, First Nation communities, the general public and other local stakeholder groups.
- You will coordinate the development of a short- and long-term housing strategy, preparing and presenting associated bylaws and bylaw revisions to the CCRD Board for adoption and coordinating the implementation of the amendments, plans, strategies, bylaws and policies.
- Facilitating inter-governmental negotiations for the collaborative development of affordable housing in the Central Coast region.
- Attending regional committees and meetings, as required.
- Working with other levels of government (e.g. BC Housing, Vancouver Coastal Health) to obtain funding to support the development of housing and support services, including facilities for those who are homeless and at risk of homelessness.
- Collaborating with regional First Nations, Vancouver Coastal Health and community groups on housing opportunities and issues.
- Working, on an on-going basis, with the development community to gain greater acceptance of affordable housing initiatives and to find more creative ways to fund and develop projects – bringing creativity, ingenuity and determination to the process.

EDUCATION AND EXPERIENCE

Bachelor's degree in planning, social planning, business or related field is preferred, with additional preference given to the possession of related experience in the private or public sector including experience working with housing planning and social policy issues. Training in project management and experience working with local government and/or housing development is an asset.

KNOWLEDGE, SKILLS AND ABILITIES

- Working with the relevant agencies to effectively negotiate for the funding and development of affordable housing units in rezoning applications, including number, sizes, and location of units.
- Proven ability to understand the current programs in place, negotiate affordable housing collaborations, and to solicit funding.
- Ability to make presentations to a variety of external organizations and internal groups.
- Proven ability to provide clear and concise written and verbal communication, including the writing and presentation of reports to the CCRD Board and First Nation Chief and Councils.
- Proven skills in decision making, communication and public consultation, facilitation and negotiation.
- Ability to manage multiple projects and operate effectively within tight and shifting deadlines.
- Ability to prepare, monitor and manage budgets.
- Proven ability to seek out new and creative methods in development, funding and implementation.
- Ability to supervise, guide and direct other staff and consultants.
- Ability to maintain professional relationships with various community groups, the development sector, local government and other departments.



**Licence Inspectors' and Bylaw Officers'
Association of British Columbia**

To: Central Coast Regional District
Samuel Schooner & Courtney Kirk
PO Box 186
Bella Coola BC V0T 1C0

RECEIVED

JUN 06 2019

Central Coast Regional District

Board Meeting

JUN 13 2019

CCRD ITEM B(f)

RE: On the Verge of Victory in Precedent-Setting Local Government Dangerous Dog Appeal

The License Inspectors' and Bylaw Officers' Association of British Columbia ("LIBOA") was urgently compelled to make an Intervenor application in *Santics v. Cristofoli (Animal Control Officer) and the City of Vancouver` ("Santics")*.

The issue involves jurisdiction of the Courts in section 49 dangerous dog cases. Court decisions have expanded judicial discretion which has resulted in increased costs to local governments in dangerous dog enforcement since the 2008 decision in *CRD v. Kuo*. At 2016 UBCM, you unanimously passed a resolution condemning the case law interpretation in *Kuo* and supported an amendment to section 49 of the *Community Charter* (see attached resolution from the 2016 UBCM Conference).

Financial Hardship to Local Governments

Examples of how costly these public safety cases are to local governments since *Kuo*, are outlined below:

SECTION 49 APPLICATIONS – COSTS TO LOCAL GOVERNMENTS*

CASE	YEAR	COST
CRD v. Orr	2003	\$5,981.15
CRD v. Wilkinson	2003 – 2004	\$4,045.20
CRD v. Ney	2004 – 2006	\$11,043.03
CRD v. Becker	2004 – 2005	\$10,576.56
CRD v. Koehler	2004 – 2005	\$5,430.16
CRD v. Kuo (BCSC) 2008		
RDCO v. Smith	2012 – 2014	\$45,482.04
RDCO v. Panton	2015	\$67,611.63
RDCO v. Panton- Appeal	2015 – 2018	\$48,439.89
CRD v. Mouner-Johnson & Clark	2016 – 2017	\$24,899.99
City of Revelstoke v. Staume and Daley	2017	\$35,605.82

*These are total legal costs from participating local governments who have agreed to disclose their costs in legal services, expert reports and miscellaneous disbursements for this appeal.

As you can see, the cost to local governments in British Columbia for protecting the public from dangerous dogs in s. 49 applications has risen from approximately \$5,000 - \$10,000 per case to between \$25,000 - \$67,000! If you protect the public from dangerous dog attacks, you either have to use section 49 or do nothing and risk liability exposure, or worse, receive public condemnation from the latest victim of a dangerous dog attack.

The Legal Battle

LIBOA has retained experienced appellate counsel in Dominion GovLaw LLP ("GovLaw") to represent local governments. GovLaw has litigated precedent setting dangerous dog cases and its principal, Troy DeSouza, was successful in the hotly contested intervenor application on April 12, 2019.

On May 22nd, LIBOA participated in the BC Court of Appeal on behalf of all local governments and their animal control officers in BC. The case went well. Mr. DeSouza advises that 13 years after the poorly reasoned decision in *Kuo*, the B.C. Court of Appeal is engaged on the issue of jurisdiction. That is, if a Provincial Court Judge does not have the jurisdiction to make a conditional order, it will be a substantive victory for all local governments and their bottom line in animal control.

How Your Local Government Can Help

We need your help!

The outcome of this appeal will have a substantial impact to your bottom line. What is at stake is tens of thousands of dollars for each costly dangerous dog application and, the effectiveness of local governments to make and enforce their own bylaws on dangerous or aggressive dogs!

LIBOA moved quickly to protect your interests. However, our capacity to fund this appeal is extremely limited. We have used our name and organization to engage local governments interests but need your financial support. The estimated legal costs to LIBOA for this appeal are approximately \$35,000.

Accordingly, if you could make a contribution of \$500 to our non-profit society to be used for this appeal, that would be much appreciated.

Please kindly make the cheque payable to the Licence Inspectors' and Bylaw Officers' Association of British Columbia, and direct any mail to the following address:

Inder Litt, LIBOA President
City of Abbotsford
32315 South Fraser Way
Abbotsford BC V2T 1W7

Conclusion

Be part of the forward-thinking group of local governments who have banded together to chip in a little so that all of us can save a lot.

We cannot imagine a better investment on your behalf that directly impacts your bottom line.

Thank you very much for your consideration!

Sincerely,



Inder Litt
LIBOA President

P.S. If you require further information regarding this appeal, please contact Troy DeSouza at troy.desouza@govlaw.ca or (250) 590-1840.

B88 DANGEROUS DOGS:

WHEREAS local governments protect the public from dangerous dogs and incur significant costs and uncertainty in court due to narrowly drafted provisions under s. 49 of the Community Charter;

AND WHEREAS case law interpretation from judges has expanded judicial discretion and oversight beyond the court's statutory jurisdiction and at the full expense, continuing cost and liability to local government;

AND WHEREAS such interpretation of s. 49 undermines public safety to persons, dog owners and their victim dogs or domestic animals and adds increased and unnecessary costs and liability to local government:

THEREFORE BE IT RESOLVED that UBCM support adoption of the Hugo's and Charley's Law amendments to s. 49 of the Community Charter, to protect the public and their dogs from dangerous dogs.

May 7, 2019

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

RECEIVED
MAY 15 2019
Central Coast Regional District

Dear Chair Schooner,

Re: 2018 Resolutions

Please find attached a federal response to resolution 2018-B150 put forward by your local government and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Jamee Justason, UBCM Resolutions and Policy Analyst with any questions.

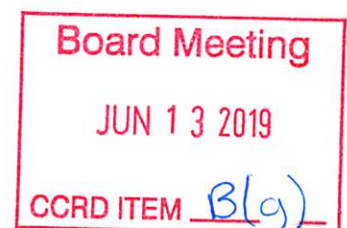
Tel: 604-270-8226 ext. 100 Email: jjustason@ubcm.ca

Very best wishes,



Arjun Singh
President

Enclosure



Whereas local governments and First Nations have inherited a problematic public service delivery regime that poorly finances on and off reserve local government service delivery;

And whereas local governments experience revenue deficits that impact shared and overlapping public service delivery to the entire local population, including First Nation populations, that are not fairly addressed through property tax requisition;

And whereas the federal government is constitutionally committed to providing "essential public services of reasonable quality to all Canadians" (*Constitution Act, 1982 s.36*), implemented in part through federal transfer payments;

Therefore be it resolved that UBCM request the Province of BC and the Government of Canada work with First Nations and local governments to explore and implement revenue solutions such as federal transfer payments, thereby supporting implementation of the Truth and Reconciliation Calls to Action and the commitments in UNDRIP;

And be it further resolved that to ensure First Nation participation in the management of said payments, UBCM request British Columbia, in consultation with First Nations, amend the *Local Government Act* accordingly.

Convention Decision: Endorsed

Provincial Response

Ministry of Municipal Affairs and Housing

The Provincial Government is interested in supporting local governments and First Nations in finding ways to work on shared goals and interests including partnering to provide quality services to residents in communities.

Ministry staff are undertaking a preliminary review of this resolution in collaboration with staff from the Ministry of Indigenous Relations and Reconciliation and UBCM. Any changes that may be contemplated to the Local Government Act would have province wide implications and would need to be considered carefully. This will take time and engagement with key stakeholders.

Work to date has included the Minister of Indigenous Relations and Reconciliation providing a copy of this resolution to his counterpart at the federal level. As well, at a staff level MIRR has agreed to reach out to the Federal Government to bring them into the conversation with MAH and UBCM about this.

Federal Response

Minister of Indigenous Services

First, we commend your interest and commitment in working to implement reconciliation and the calls to Action of the Truth and Reconciliation Commission. For detailed information on how the Government of Canada is working towards responding to the Calls to Action, I encourage you to consult the website:

<https://www.aadnc-aandc.gc.ca>

and by clicking on the Department of Crown-Indigenous Relations and Northern Affairs Canada in the language of your choice, choose under Services and information the link for Truth and Reconciliation Commission.

The Government of Canada has committed to renewing its relationship with Indigenous Peoples, including co-developing a new fiscal relationship with First Nations that is based on recognition of rights, co-operation and partnership. This initiative is guided by the findings of the December 2017 report, A New Approach: Co-development of a New Fiscal Relationship with First Nations, which is a joint undertaking by officials from the Assembly of First Nations and my Department. Information on that initiative is available at:

under Services and information, Establishing a new fiscal relationship.

To support the new fiscal relationship, we committed to continued co-development of fiscal relationship reforms, including the establishment of the Assembly of First Nations/Indigenous Services Canada Joint Advisory Committee on Fiscal Relations which will guide our work.

Sufficiency of funding for First Nations has been identified as a key priority for fiscal relationship co-development. As part of its mandate, the Assembly of First Nations - Indigenous Services Canada Joint Advisory Committee on Fiscal Relations is expected to bring forward recommendations for a new Fiscal Policy Framework to address sufficiency and identify priority funding areas, as well as to increase revenue generation opportunities for First Nations, developed in collaboration with provinces and territories.

BELLA COOLA PENTECOSTAL ASSEMBLY
BOX #756, BELLA COOLA, B.C. VOT 1CO

44

Central Coast Regional District,
Box #186,
Bella Coola, B.C.
VOT 1CO

RECEIVED

MAY 27 2019

Central Coast Regional District

May 24, 2019.

Dear Board of Directors,

This is a follow-up letter to that of March 21, 2019 requesting a response to the availability of water at the Bella Coola Pentecostal Church.

The Board Members as well as the Director of the Local Food Bank would graciously like to thank Ken McIlwain, Mitch Lorimer and Chris Matthews for their expertise in locating and placing a new curb stop where necessary and hooking up to a new waterline. Thanks to their prompt commitment as well as that of Clifford Thompson, Morris Battensby and Donald Mikkelson & son, we now have water since May 15, 2019!!

We also appreciated being continually up-dated on a daily basis by Ken, Sam & Lawrence. This kept us aware that we were making progress one step at a time. We will now be able to host any number of events, receive an income for some & serve the Community in whatever capacity we can.

Once again, thanks for your continued support!

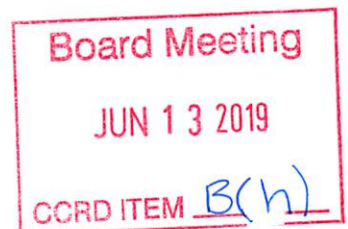
Sincerely yours,

Marshall Hans Sr.
Marshall Hans Sr./3Yr. Board Member

Barbara Solhjell
Barbara Solhjell, Board Mem./Dist.Rep.

cc Sam Schooner, Dan Bertrand, Jayme Kennedy, Travis Hall, Lawrence Northeast and Ken McIlwain

BCPA/bls



May 22nd, 2019

45

Central Coast Regional District
626 Cliff Street
Bella Coola BC
V0T 1C0

RECEIVED

MAY 28 2019

Central Coast Regional District

Re: Western Forest Products First Annual Sustainability Report

Dear Regional District Director,

I would like to take this opportunity to introduce myself and to share with you Western Forest Products' 2018 Sustainability Report.

I recently joined Western as Vice President, Corporate Affairs with responsibility for both communications and government relations. It is a new position for the company and I look forward to getting to know you and your communities in the coming months and years ahead.

Attached is our first annual sustainability report which outlines Western's commitments to safety, environmental, social responsibilities and achievements. It also outlines the company's governance practices and our approach to continuous improvement. My intention is to share this report with you on an annual basis.

The report is also available on our website at www.westernforest.com.

The support of local government helps provide stability for our 3500 employees and contractors as we continue to manage through the ups and downs of the coastal forest business. My goal is to help ensure the open lines of communication with communities continues to be a priority.

If you have any questions, please don't hesitate to contact me at my number below. I look forward to meeting you in person.

Sincerely,



Susan Dolinski,
Vice President, Corporate Affairs
604-648-4500

* Report will be made
available at the CCRD
office

Board Meeting

JUN 13 2019

CCRD ITEM B(i)



REQUEST FOR DECISION

To: Board of Directors

From: Courtney Kirk, CAO/CFO

Meeting Date: June 13, 2019

Subject: Filing Under the Financial Information Act – SOFI 2018

Recommendation:

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.

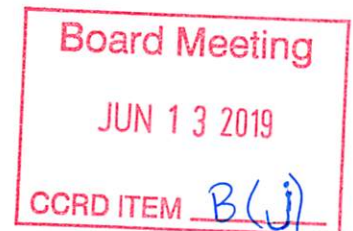
Issue/Background Summary:

None. Routine annual requirement.

Of significance to the readers of this report, are the criteria used in determining the specifics of what expenditures constitute remuneration and expenses reported. The Regulations for this reporting vary from what other authorities may deem to be remuneration or expenses. For clarity, the following table provides the specifics in this regard:

SCHEDULE OF REMUNERATION AND EXPENSES

Pursuant to the Financial Information Regulation, Schedule 1, Section 6



Remuneration	Salary, hourly wages (pool) including stat holiday and vacation pay, overtime
	Cell Phone allowance
	Directors per diem
	Directors meeting remuneration
	Cariboo Regional District portion of benefits which are taxable to

	employees (Life insurance)
	Medical Services Plan (MSP) premiums – taxable benefit
Expenses	Directors annual payment for printing supplies
	Directors monthly travel allowance
	Conventions & professional development conferences: accommodation, meals, airfares or other travel (per km), taxi fare, registration fees
NOT INCLUDED in above	Employers portion of Canada Pension Plan contributions (CPP) and Employment Insurance (EI) premiums
	Employers portion of Municipal Pension Plan (MPP) – taxable income in the future
	Cariboo Regional District benefits which are non taxable (extended health, dental , short and long term disability, health and AD&D)
	WorksafeBC premiums

Policy, Bylaw or Legislation:

The *Financial Information Act* requires that within 6 months after the end of each fiscal year of a public body, it must prepare a statement of financial information for that fiscal year. It must contain a schedule showing

- i) In respect of each employee earning more than a prescribed amount, the total remuneration paid to the employee and total amount paid for the employee's expenses, and
- ii) A consolidated total of all remuneration paid to all other employees.

For the purposes of this reporting, the classification prescribed for “employees” includes an officer, director, commissioner, elected official or similar person employed in or appointed to a position in the corporation.

Further, it must contain a schedule showing

- i) The total amount paid to each supplier of goods or services during the fiscal year that is greater than a prescribed amount, and
- ii) A consolidated total of all other payments made to suppliers of goods or services during that fiscal year.

The prescribed amounts may vary from time to time, and are set by the *Financial Information Act Regulations*.

The Statement of Financial Information as attached, is submitted along with a copy of the audited financial statements and a detailed checklist, both of which are not included in this report to the board.

Financial/Budgetary Implications:

There are no financial or budgetary implications.

Time Requirements – Staff and Elected Officials:

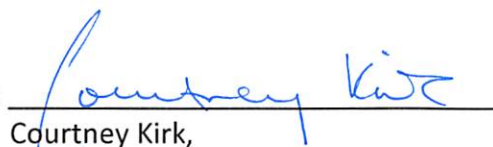
This report takes approximately 1.5 days of staff time to complete. Board consideration is minimal since it is undertaken in the normal course of a board meeting.

****Please note the requirement for signatures from the Chief Administrative Officer and the Chair of the Board.****

Options to Consider

None.

Submitted by: _____



Courtney Kirk,
Chief Administrative Officer/Chief Financial Officer

**SCHEDULE SHOWING THE REMUNERATION AND EXPENSES PAID TO OR ON
BEHALF OF EACH EMPLOYEE**

FIR Schedule 1, sections 6(2), (3), (4), (5) and (6)

1. Elected Officials, Employees appointed by Cabinet and Members of the Board of Directors

Name	Position	Remuneration	Expenses
Johnson, Frank	Director, Area A	3,219	5,316
Bertrand, Daniel	Director, Area A	1,050	332
Hall, Travis	Director, Area B	10,950	12,576
Sayers, Alison	Director, Area C	9,497	9,531
Kennedy, Jayme	Director, Area C	1,050	823
Hall, Richard	Director, Area D	1,525	3,545
Northeast, Lawrence	Director, Area D	800	100
Brown, Gary	Alternate Director, Area D	6,301	3,866
Schooner, Sam	Director, Area E	8,193	9,268
Brooks, Hank	Alternate Director, Area E	800	50
Total		43,385	45,407

**2. Other Employees (excluding those listed in Part 1 above)
(List all employees, alphabetically, with remuneration and expenses
exceeding \$75,000, excluding those listed in Section 1 above)**

Name	Position	Remuneration	Expenses
Kirk, Courtney	CAO, EPC	118,942	15,348
McIlwain, Ken	Operations Manager	95,556	4,931
Consolidated total of other employees with remuneration and expenses of \$75,000 or less	All others	256,486	33,669
Total Other Employees		470,984	53,948

3. Reconciliation

Total remuneration – elected officials, employees appointed by Cabinet and members of the Board of Directors	88,792
Total remuneration – other employees	524,932
Sub Total	613,724
Reconciling Items – Charter air travel, meals and accommodation expenses to bring directors to board meetings; CPP, EI and WorksafeBC premiums and employee benefits not included in above, but included in financial statements	24,164
Total per Statement of Revenue and Expenditure (Dir Expense & Wages)	\$637,888

CENTRAL COAST REGIONAL DISTRICT
2018 Financial Reporting

STATEMENT OF SEVERANCE AGREEMENTS

Fir, schedule 1, subsection 6(7)

There were no severance agreements made between the Central Coast Regional District and its non-unionized employees for the year ended December 31, 2018.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

FIR, Schedule 1, section 5

The Central Coast Regional District has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

Supplier Name	Aggregate amount paid to supplier
BC Hydro	\$33,949
Bella Coola Air	\$60,000
Bella Coola Redi-MixLtd	\$32,002
Bella Coola River Contracting	\$45,504
Case, Tim	\$82,549
Columbia Fuels	\$31,918
Don Nygaard & Son Ltd.	\$126,060
KPMG	\$25,186
MacDonald, Jessie	\$32,828
Mikk's Admin Services	\$56,022
Municipal Pension Plan – Company portion	\$34,335
Municipal Insurance Association of BC	\$31,354
New Season Services	\$28,001
Redline Falling Ltd	\$197,917
Tarves, Jim	\$41,611
Urban Systems Ltd	\$34,732
Vancouver Island Regional Library	\$63,752
Total Aggregate amount paid to suppliers (A)	\$957,720

2. Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less

(B)	502,303
------------	----------------

3. Total of payments to suppliers for grants and contributions exceeding \$25,000

Consolidated total of grants exceeding \$25,000	0
Consolidated total of contributions exceeding \$25,000	0
Consolidated total of all grants and contributions exceeding \$25,000 (C)	\$ 0

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers (A)	957,720
Consolidated total of payments of \$25,000 or less paid to suppliers (B)	502,303
Consolidated total of all grants and contributions exceeding \$25,000 (C)	-
Reconciling Items – Wages & related costs	637,888
- Purchase of tangible capital assets included elsewhere	(589,050)
- Transfer to Landfill post closure fund	30,000
- Amortization	164,660
Total per Statement of Operations (Consolidated)	\$1,703,521

CENTRAL COAST REGIONAL DISTRICT
FINANCIAL REPORTING FOR THE YEAR ENDED DECEMBER 31, 2018

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned represents the Board of Directors of the Central Coast Regional District and approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Chair Samuel Schooner
June 13, 2019

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Courtney Kirk
Officer Assigned Responsibility for
Financial Administration under the
Local Government Act.

CENTRAL COAST REGIONAL DISTRICT
2018 FINANCIAL REPORTING

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors is responsible to ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility through meetings with management and with the auditors.

The external auditors, PMT Chartered Accountants, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the regional district's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The auditors have full and free access to the Board of Directors and meet annually.

On behalf of the CENTRAL COAST REGIONAL DISTRICT

Courtney Kirk, CFO
Officer Assigned Responsibility for
Financial Administration

Courtney Kirk, CAO
Officer Assigned Responsibility for
Corporate Administration

Prepared pursuant to Financial Information Regulation, Schedule 1, section 9

#153

COMPLETE

Collector: Email Invitation 1 (Email)
Started: Saturday, June 01, 2019 10:23:35 PM
Last Modified: Saturday, June 01, 2019 11:24:34 PM
Time Spent: 01:00:59
Email: cfo@ccrd-bc.ca
IP Address: 207.194.87.105

Page 2: LOCAL GOVERNMENT INFORMATION

Q1 Name of Local Government Central Coast Regional District

Q2 Name of member Regional District Central Coast

Q3 Regional Growth Strategy (RGS) in your region No

Q4 Population 0 - 4,999

Q5 Submitted by

Name Courtney Kirk
Position CAO
Email Address cao@ccrd-bc.ca
Phone Number 2507995291

Page 3: BROAD PLANNING ACTIONS

Q6 Community-Wide Broad Planning Actions Taken in 2018 Respondent skipped this question

Q7 Additional Community-Wide Broad Planning Actions Taken in 2018 (Optional - separate each reported action with a "\") Respondent skipped this question

Q8 Community-Wide Broad Planning Actions Proposed for 2019 Respondent skipped this question

Q9 Corporate Broad Planning Actions Taken in 2018

- | | |
|----|---|
| 1. | Wildfire Recovery Plan |
| 2. | Regional Emergency Program Plans |

Q10 Additional Corporate Broad Planning Actions Taken in 2018(Optional - separate each reported action with a "\")

Respondent skipped this question

Q11 Corporate Broad Planning Actions Proposed for 2019

- | | |
|----|--|
| 1. | Emergency Management MOU Steering Committee |
| 2. | Bella Coola Flood Modelling Committee |
| 3. | Strategic Plan 2019-2023 |
| 4. | Equalization Advocacy Plan |

Q12 What is (are) your current GHG reduction target(s)?

n/a

Q13 Are you familiar with your local government's community energy and emissions inventory (e.g. CEEI or another inventory)?

No

Q14 What plans, policies or guidelines govern the implementation of climate mitigation in your community?

Do not have a plan

Q15 Does your local government have a corporate GHG reduction plan?

No

Page 4: BUILDING AND LIGHTING ACTIONS

Q16 Community-Wide Building and Lighting Actions Taken in 2018

Respondent skipped this question

Q17 Additional Community-Wide Building and Lighting Actions Taken in 2018(Optional - separate each reported action with a "\")

Respondent skipped this question

Q18 Community-Wide Building and Lighting Actions Proposed for 2019

Respondent skipped this question

Q19 Corporate Building and Lighting Actions Taken in 2018

- | | |
|----|---|
| 1. | Completed transfer station/recycling building/free store |
| 2. | Installed LED lighting at outdoor skating rink |

Q20 Additional Corporate Building and Lighting Actions Taken in 2018 (Optional - separate each reported action with a "\")

Respondent skipped this question

Q21 Corporate Building and Lighting Actions Proposed for 2019

- | | |
|----|---|
| 1. | New design for pool mechanical system |
| 2. | Centennial swimming pool retrofit |
| 3. | Denny Island Water Service Establishment |

Q22 Is your local government aware of the BC Energy Step Code?

No

Q23 Is your local government planning on implementing the BC Energy Step Code?

No

Page 5: ENERGY GENERATION ACTIONS

Q24 Community-Wide Energy Generation Actions Taken in 2018

- | | |
|----|---|
| 1. | Wuikinuxv Nation run of the river and clean energy project |
|----|---|

Q25 Additional Community-Wide Energy Generation Actions Taken in 2018(Optional - separate each reported action with a "\")

Respondent skipped this question

Q26 Community-Wide Energy Generation Actions Proposed for 2019

Respondent skipped this question

Q27 Corporate Energy Generation Actions Taken in 2018

Respondent skipped this question

Q28 Additional Corporate Energy Generation Actions Taken in 2018 (Optional - separate each reported action with a "\")

Respondent skipped this question

Q29 Corporate Energy Generation Actions Proposed for 2019 Respondent skipped this question

Q30 Is your local government developing or constructing a none of the above

Q31 Is your local government operating a none of the above

Q32 Is your local government connected to a district energy system that is operated by another energy provider? Yes

Q33 Are you familiar with the 2018 List of Funding Opportunities for Clean Energy Projects Led by First Nations and Local Governments? No

Page 6: GREENSPACE/NATURAL RESOURCE PROTECTION ACTIONS

Q34 Community-Wide Greenspace Actions Taken in 2018 Respondent skipped this question

Q35 Does your local government have policies, plans or programs to support local food production? No

Q36 Additional Community-Wide Greenspace Actions Taken in 2018 (Optional - separate each reported action with a "\") Respondent skipped this question

Q37 Community-Wide Greenspace Actions Proposed for 2019

1. Rehabilitated playspaces SD#49
2. Mountain bike trails alliance trail building

Q38 Corporate Greenspace Actions Taken in 2018

1. BC Hydro re-greening at transfer station Phase I
2. Airport obstacle clearing - archeology and environmental assessments
3. Airport and Klonnik greenspace development Phase I
4. Airport and Snootli trail development Phase I

Q39 Additional Corporate Greenspace Actions Taken in 2018 (Optional - separate each reported action with a "\")

Respondent skipped this question

Q40 Corporate Greenspace Actions Proposed for 2019

1. Expanded and rehabilitate trails at Bella Coola regional airport, Snootli and Walker Island Park Phase II
2. Greenspace / recreation area for children / families at airport Phase II
3. Rehabilitated playgrounds and Walker Island Park and Nusatsum Park (grant fund dependant)
4. Klonnik Greenspace Phase II
5. Phase II BC Hydro re-greening at transfer station

Q41 Does your local government have urban forest policies, plans or programs?

No

Page 7: SOLID WASTE ACTIONS

Q42 Community-Wide Solid Waste Actions Taken in 2018

1. Promotion community wide clean up May

Q43 Additional Community-Wide Solid Waste Actions Taken in 2018(Optional - separate each reported action with a "\")

Respondent skipped this question

Q44 Community-Wide Solid Waste Actions Proposed for 2019

Respondent skipped this question

Q45 Corporate Solid Waste Actions Taken in 2018

1. In house recycling continued
2. special promotion of in house recycling with recycling container give-away
3. grand opening of new Thorsen Creek Waste and Recycling centre
4. supported Denny Island application for community recycling infrastructure

Q46 Additional Corporate Solid Waste Actions Taken in 2018 (Optional - separate each reported action with a "\")

Respondent skipped this question

Q47 Corporate Solid Waste Actions Proposed for 2019

- | | |
|----|--|
| 1. | policy banning use of single use containers for CCRD events |
| 2. | distribution of recycling bins to residents of Denny Island |
| 3. | Promotion and host community wide clean up event |

Q48 Does your local government have construction and demolition waste reduction policies, plans or programs? **No**

Q49 Does your local government have organics reduction/diversion policies, plans or programs? **Yes**

Page 8: TRANSPORTATION ACTIONS**Q50 Community-Wide Transportation Actions Taken in 2018**

- | | |
|----|---|
| 1. | Facilitated continuation of public transit service in the Bella Coola Valley |
|----|---|

Q51 Additional Community-Wide Transportation Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

Q52 Community-Wide Transportation Actions Proposed for 2019 **Respondent skipped this question**

Q53 Corporate Transportation Actions Taken in 2018

- | | |
|----|---|
| 1. | Bella Coola Airport obstacle removal to increase capacity and efficiencies |
|----|---|

Q54 Additional Corporate Transportation Actions Taken in 2018 (Optional - separate each reported action with a "\") **Respondent skipped this question**

Q55 Corporate Transportation - Actions Proposed for 2019

- | | |
|----|--|
| 1. | Complete Bella Coola airport obstacle removal |
| 2. | Begin feasibility discussions for expanded public transit scheduled service |
| 3. | Continue advocacy for improved ferry service to mid-coast communities |

Q56 Does your local government have policies, plans or programs to support: **Transit Use**

Q57 Does your local government have a Transportation Demand Management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behavior)? **No**

Q58 Does your local government integrate its transportation and land use planning? **No**

Page 9: WATER AND WASTEWATER ACTIONS

Q59 Community-Wide Water and Wastewater Actions Taken in 2018 **Respondent skipped this question**

Q60 Additional Community-Wide Water and Wastewater Actions Taken in 2018(Optional - separate each reported action with a "\") **Respondent skipped this question**

Q61 Community-Wide Water and Wastewater Actions Proposed for 2019

- | | |
|----|---|
| 1. | Nuxalk Nation Wastewater Project |
|----|---|

Q62 Corporate Water and Wastewater Actions Taken in 2018

- | | |
|----|--|
| 1. | Denny Island Water System Service Establishment groundwork continued |
| 2. | Supported HWID driven grant applicaiton to improve Hagensborg water distribution system |
| 3. | Repaired leaks in Bella Coola townsite water system |

Q63 Additional Corporate Water and Wastewater Actions Taken in 2018 (Optional - separate each reported action with a "\") Respondent skipped this question

Q64 Corporate Water and Wastewater Actions Proposed for 2019

1. Continue Denny Island Water Service Establishment
2. Review outcomes of HWID driven water distribution grant application

Q65 Does your local government have water conservation policies, plans or programs? No

Page 10: CLIMATE CHANGE ADAPTATION ACTIONS

Q66 Please identify the THREE climate impacts that are most relevant to your Local Government

Warmer winter temperatures reducing snowpack ,

Changes to temperature and precipitation causing seasonal drought ,

Increased temperatures increasing wildfire activity

Q67 In 2018 has your local government addressed the impacts of a changing climate using any of the following?

Emergency Response Planning ,

Strategic and Financial Planning ,

Partnerships

Q68 Climate Change Adaptation Actions Taken in 2018 Please elaborate on (as identified above or add new) key actions and/or partnerships your local government has engaged in to prepare for, and adapt to changing climate. Add links to key documents and information where appropriate.

1. Nuxalk Nation EMBC CCRD Emergency Management MOU
2. Collaboration with SD#49 for Denny Island Water System

Q69 Climate Change Adaptation Actions Proposed for 2019

- | | |
|----|--|
| 1. | Bella Coola Valley Flood risk mapping and modelling Phase I |
| 2. | Collaboration with SD#49 for Denny Island Water System |
| 3. | Continue implementation of Nuxalk Nation EMBC CCRD Emergency Management MOU |

Q70 For more information please contact**Respondent skipped this question**

Q71 The following are key resources that may be helpful to your local government in identifying climate impacts, as well as, strategies, actions and funding to deal with them. For those resources that you have used, please indicate whether they were useful in advancing your work in climate change adaptation.

Indicators of Climate Change for British Columbia	Haven't Used
Plan2Adapt	Haven't Used
Climate Projections for Metro Vancouver	Haven't Used
Climate Projections for the Capital Region	Haven't Used
Climate Projections for the Cowichan Valley Regional District	Haven't Used
Provinces of BC's BC Adapts Video Series	Haven't Used
Preparing for Climate Change: Implementation Guide for Local Governments	Haven't Used
Public Infrastructure Engineering Vulnerability Committee (PIEVC)	Haven't Used
Sea Level Rise Adaptation Primer	Haven't Used
BC Regional Adaptation Collaborative Webinars	Haven't Used
Retooling for Climate Change	Haven't Used
Water Balance Model	Haven't Used
Water Conservation Calculator	Haven't Used
National Disaster Mitigation Program (NDMP)	Haven't Used
Community Emergency Preparedness Fund (CEPF)	Useful
Municipalities for Climate Innovation Program (MCIP)	Haven't Used
Climate Adaptation Partner Grants (FCM)	Haven't Used
Infrastructure Planning Grants (MAH)	Useful
Federal Gas Tax Fund	Useful

Page 11: OTHER CLIMATE ACTIONS**Q72 Community-Wide Other Actions Taken in 2018****Respondent skipped this question**

Q73 Corporate Other Actions Taken in 2018 Respondent skipped this question

Q74 Are you familiar with the Community Lifecycle Infrastructure Costing Tool (CLIC)? No

Q75 Is your local government using the CLIC tool? No

Page 12: INNOVATION AND PEER LEARNING

Q76 Community-Wide Innovation Action Respondent skipped this question

Q77 Corporate Innovation Action Respondent skipped this question

Q78 For more information on actions described above contact Respondent skipped this question

Q79 Mitigation Programs, Partnerships and Funding Respondent skipped this question

Q80 Adaptation Programs, Partnerships and Funding Respondent skipped this question

Page 13: CARBON NEUTRAL REPORTING

Q81 Did your local government measure corporate GHG emissions for 2018? No

Q82 If your local government measured 2018 corporate GHG emissions, please report the number of corporate GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent) Respondent skipped this question

Q83 If your local government measured 2018 corporate GHG emissions, please report the number of corporate GHG emissions from contracted services (in tonnes of carbon dioxide equivalent) Respondent skipped this question

Q84 Total A: Corporate GHG emissions for 2018 (Direct GHGs + Contracted GHGs) Respondent skipped this question

Page 14: REPORTING REDUCTIONS AND OFFSETS

Q85 Energy Efficient Retrofits(in tonnes of carbon dioxide equivalent (tCO ₂ e))	Respondent skipped this question
Q86 Solar Thermal(in tonnes of carbon dioxide equivalent (tCO ₂ e))	Respondent skipped this question
Q87 Household Organic Waste Composting(in tonnes of carbon dioxide equivalent (tCO ₂ e))	Respondent skipped this question
Q88 Low Emission Vehicles(in tonnes of carbon dioxide equivalent (tCO ₂ e))	Respondent skipped this question
Q89 Avoided Forest Conversion(in tonnes of carbon dioxide equivalent (tCO ₂ e))	Respondent skipped this question
Q90 Total B: Reductions from all Option 1 Projects for 2018	Respondent skipped this question
Q91 If applicable, please report the names and 2018 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO ₂ e)) being claimed from Option 2 GHG Reduction Projects	Respondent skipped this question
Q92 Total C: Reductions from all Option 2 Projects for 2018	Respondent skipped this question
Q93 If applicable, please report the name of offset provider, type of project and number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO ₂ e)) from an offset provider for the 2018 reporting year. Note: Please do not include funds that may be set aside in a climate action reserve fund.	Respondent skipped this question
Q94 Total D: Offsets purchased for 2018	Respondent skipped this question
Q95 TOTAL REDUCTIONS AND OFFSETS FOR 2018 (Total B+C+D)= tCO ₂ e	Respondent skipped this question
Q96 Corporate GHG Emissions balance for 2018 = (A-(B+C+D) = tCO ₂ e	Respondent skipped this question

Q97 If your local government was carbon neutral in 2018, please record any emissions reductions you will be carrying over for future years and the source of the reductions, including the year they were earned (e.g. organics diversion, 2018 100 tCO₂e)

Respondent skipped this question

Q98 Balance of reductions eligible for carry over to the next year (tCO₂e)(total of emissions reductions identified above)

Respondent skipped this question

Q99 Does your local government set aside funds in a climate reserve fund or something similar?

No

Page 15: GREEN COMMUNITIES CLIMATE ACTION RECOGNITION PROGRAM

Q100 Based on your local government's 2018 Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies

Level 1 - Demonstrating Progress on Charter Commitment

Q101 Related to Level 3 recognition, if applicable, please identify any new or ongoing corporate or community-wide GHG reduction projects (other than an Option 1 or Option 2 project) undertaken by your local government that reflects a significant investment of time and/or financial resources and is intended to result in significant GHG reductions (e.g. project name)

Respondent skipped this question



CENTRAL COAST REGIONAL DISTRICT
Development Services
May 2019 REPORT

66

TO: Courtney Kirk, CAO
CC: Board OF Directors, CCRD
MEETING DATE: June 13th 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.

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

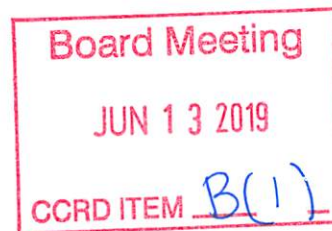
The Central Coast Chamber of Commerce website is still in progress.

Bella Bella Active Community Grant

The CEDO spoke with a member of the Denny Island Recreation Commission regarding the status of the project. The member confirmed that the project is going ahead and the Commission is about to advertise for staff. The Commission has secured a deadline extension on the project until September 2019. The Commission is currently seeking additional grant funding to cover accommodation cost for the swimming teacher. The commission is struggling to find a swimming teacher, in spite of advertising efforts.

EDAC

The next meeting will be in held in September.



New CCRD Website

The website continues to progress and we are currently finalizing the navigation and 'content structure' which, once completed, will provide the framework within which to populate the content.

New CCRD Branding

The CEDO will shortly start the process of inviting artists from all of the central coast communities to submit examples of their artwork to the CCRD which will then be forwarded to a selection panel at the Coast Mountain College to select the chosen artist. 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.

Community Grant Writer Grant

The new Community Grant Writer provided fantastic support to the Public Works Manager and the organics project application was successfully submitted.

Free Monthly Business Advice Walk-In Service

Following discussion with Director Northeast, it was suggested that the next business workshop be focused on starting a business and be conducted in the fall. The CEDO suggests that this be formed as a multi-step workshop, starting with 'how to create or improve your credit history' and culminate in a workshop, hopefully supported by Communities First and Futurpreneur aimed at providing advice on how to apply for a loan for a capital purchase, such as a fishing boat.

Art Installation at the Bella Coola Airport

The project is progressing well with the site agreed upon, as well as the purpose and outcome of the project. Discussions with the Nuxalk Nation regarding the specific focus of the design and how it should inform visitors has also been extremely helpful and constructive. The CCRD will be meeting with the Moody family to finalize the design and project steps before the selected artist is then commissioned to start work. It is estimated that the installation will occur in the Fall.

Communications and Internet Feasibility Study

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

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.



REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Matthew Wheelock, CEDO

Meeting Date: June 13th, 2019

Subject: (Amended Resolution) Application to Housing Needs Report grant

Recommendation:

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.

Issue/Background Summary:

Since the resolution was passed by the Board at the May meeting, Administration has learnt that the grant funding is applicable for all communities in the Central Coast region and the amended wording of the resolution now reflects this update.

Policy, Bylaw or Legislation:

None

Financial/Budgetary Implications:

The grant provides 100% funding for housing needs assessment.

Time Requirements – Staff and Elected Officials:

Administration time to submit a grant application and oversee fulfillment of grant delivery if approved.

Options to Consider:

Support grant application or do not support grant application.

Submitted by: _____

Matthew Wheelock, Community Economic Development Officer

Reviewed by: _____

Courtney Kirk, Chief Administrative Officer

Board Meeting

JUN 13 2019

CCRD ITEM

B(m)



REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Matthew Wheelock, CEDO

Meeting Date: June 13th, 2019

Subject: Make a grant funding application to the Community Workforce Response Grant for Geographical Information Systems (GIS) Training

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approves the application to the Community Workforce Response Grant for Geographic Information System (GIS) Training.

Issue/Background Summary:

There is a requirement for GIS training both for CCRD administrative staff, the Nuxalk Nation and Nunumus Management. Administration would also like to extend the invitation for training to all interested parties in the outer coast communities.

Policy, Bylaw or Legislation:

None

Financial/Budgetary Implications:

The grant provides 100% funding training, transportation and accommodation.


Time Requirements – Staff and Elected Officials:

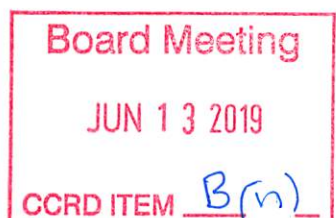
Administration time to submit a grant application and oversee fulfillment of grant delivery if approved.

Options to Consider:

Support grant application or do not support grant application.

Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer





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

From: Matthew Wheelock, CEDO

Meeting Date: June 13th, 2019

Subject: Source and make a funding application to a suitable grant funder that will support Grant Writing Training

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approves the application to a suitable grant funder that will support Grant Writing Training.

Issue/Background Summary:

The Grant Writer training will empower the outer coast communities to apply for grants themselves and thereby build capacity throughout the region. Once approved, the CEDO will coordinate with all interested outer coast communities and extend invitations to their relevant representatives to attend the training.

Policy, Bylaw or Legislation:

None

Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

Administration time to submit a grant application and oversee fulfillment of grant delivery if approved.

Options to Consider:

Support grant application or do not support grant application.

Submitted by: _____

Matthew Wheelock, Community Economic Development Officer

Reviewed by: _____

Courtney Kirk, Chief Administrative Officer

Board Meeting

JUN 13 2019

CCRD ITEM B(0)



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

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

REQUEST FOR DECISION

To: Board

From: Evangeline Hanuse

Meeting Date: June 13, 2019

Subject: BC Hydro Development Permit

Recommendation:

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.

Issue/Background Summary:

BC Hydro is planning to install a new office for BC Hydro on Tonquin Road. The existing office building will be demolished and replaced with a new modular office.

Policy, Bylaw or Legislation:

N/A

Financial/Budgetary Implications:

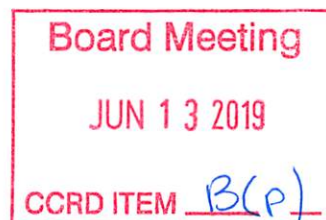
N/A

Time Requirements – Staff and Elected Officials:

N/A

Submitted by: Evangeline Hanuse
Evangeline Hanuse, Lands Coordinator

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer





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

From: Evangeline Hanuse, Lands Coordinator

Meeting Date: June 13, 2018

Subject: TELUS Communication Inc. Telecommunications Facility Proposal Information Package

Recommendation:

THAT the Board of Directors of the Central Coast Regional District ^{receive} the TELUS Communication Inc. Telecommunications Facility Proposal Information Package.

Issue/Background Summary:

Cypress Land Services Inc. is acting as an agent for TELUS and submits this information package to formalize the consultation process related to the installation and operation of a replacement telecommunications facility.

Policy, Bylaw or Legislation:

N/A

Financial/Budgetary Implications:

N/A

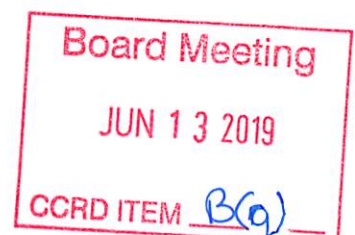
Time Requirements – Staff and Elected Officials:

N/A

Options to Consider: Resolution

Submitted by: _____
Evangeline Hanuse, Lands Coordinator

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer





Cypress Land Services Inc.
Suite 1051 – 409 Granville Street
Vancouver, BC V6C 1T2

Telephone: 604.620.0877
Facsimile: 604.620.0876
Website : www.cypresslandservices.com

73

April 24, 2019

Via Email: ehanuse@ccrd-bc.ca

Evangeline Hanuse
Central Coast Regional District
626 Cliff Street
Box 186
Bella Coola, BC V0T 1C0

Subject: TELUS Communication Inc. Telecommunications Facility Proposal
Information Package
PID: 006-153-178
Address: 627 Cliff Street, Bella Coola, BC
Coordinates: 52.371691°, -126.755211°
TELUS Site: BC1158

Overview

Cypress Land Services Inc., in our capacity as agents to TELUS, is submitting this information package to formalize the consultation process related to the installation and operation of a replacement telecommunications facility. We have been in preliminary consultation with the Central Coast Regional District ("CCRD") and in order to provide improved, dependable wireless services a new facility is required. This information package is intended to formalize the consultation process.

Proposed Site

The subject site is located at a TELUS central office (CO) property at 627 Cliff Street in Bella Coola. TELUS proposes to replace an existing 16 metre wood pole wireless communications installation with a new 25 metre self-support triangular steel structure. The surrounding properties are a mix of residential and commercial properties in a village setting. Please see **Schedule A: Tower Site Location**.

Rationale for Site Selection

TELUS seeks to maintain and improve high quality, dependable network services. In order to improve network performance, TELUS is seeking to add the replacement communications installation to improve service in the Bella Coola area. The existing pole is not of adequate size or structural strength to service the area.

Proposal Details

A 25 metre self-support triangular steel tower is proposed to replace the existing 16 metre wood pole facility. The antennas on the existing 16 metre pole will be reconfigured temporarily; however, the entire facility will be removed once the new antenna system is operational. TELUS has completed preliminary design plans (**Schedule B: Preliminary Plans**). These preliminary design plans are subject to final engineered design, land survey and approval of Transport Canada. Transport Canada approval may require tower lighting and/or marking; comments are pending.

Consultation Process with the CCRD

It is our understanding that CCRD does not have an adopted Telecommunications policy. Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada, requires all proponents to consult with the local land use authority and public, notwithstanding that ISED has exclusive jurisdiction in the licensing of telecommunication sites, such as the proposed tower. Following ISED's requirements, TELUS would like to initiate Default Public Consultation Process (as described in the Industry Canada circular, CPC-2-0-03, issue 5, commonly referred to as the "CPC"). Information on the "CPC" consultation process may be found on-line at: <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>.

In order to obtain comments, concerns or questions in regard to the proposed tower site, the CPC requires TELUS to send out notification packages to all properties located within three times the height of the proposed tower (75 metres). This comment period is a minimum of 30 days. We expect the public consultation process to commence in April 2019.

CCRD staff have not identified any concerns and suggested that a community information session maybe worthwhile.

At the conclusion of the consultation process, TELUS will prepare a summary of comments received from the community as well as the replies provided by TELUS. TELUS is requesting that, subsequent to the completed consultation process a letter or resolution of concurrence will be issued by the Regional District.

Health and Safety

Health Canada's Safety Code 6 regulations are applicable to this, and all, telecommunications sites. Safety Code 6 seeks to limit the public's exposure to radiofrequency electromagnetic fields and ensures public safety. Additional information on health and safety may be found on-line at:

Health Canada:

http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php

Concurrence Requirements

In order to complete the consultation process, TELUS will be requesting concurrence from the CCRD in a form acceptable by ISED.

Conclusion

Please consider this information package as the official commencement of consultation with the CCRD. TELUS is committed to working with the Regional District and the community to provide improved wireless services.

We look forward to working together during this process. Please do not hesitate to contact us by phone at / email at

Thank you in advance for your assistance and consideration.

Sincerely,

CYPRESS LAND SERVICES

Agents for TELUS

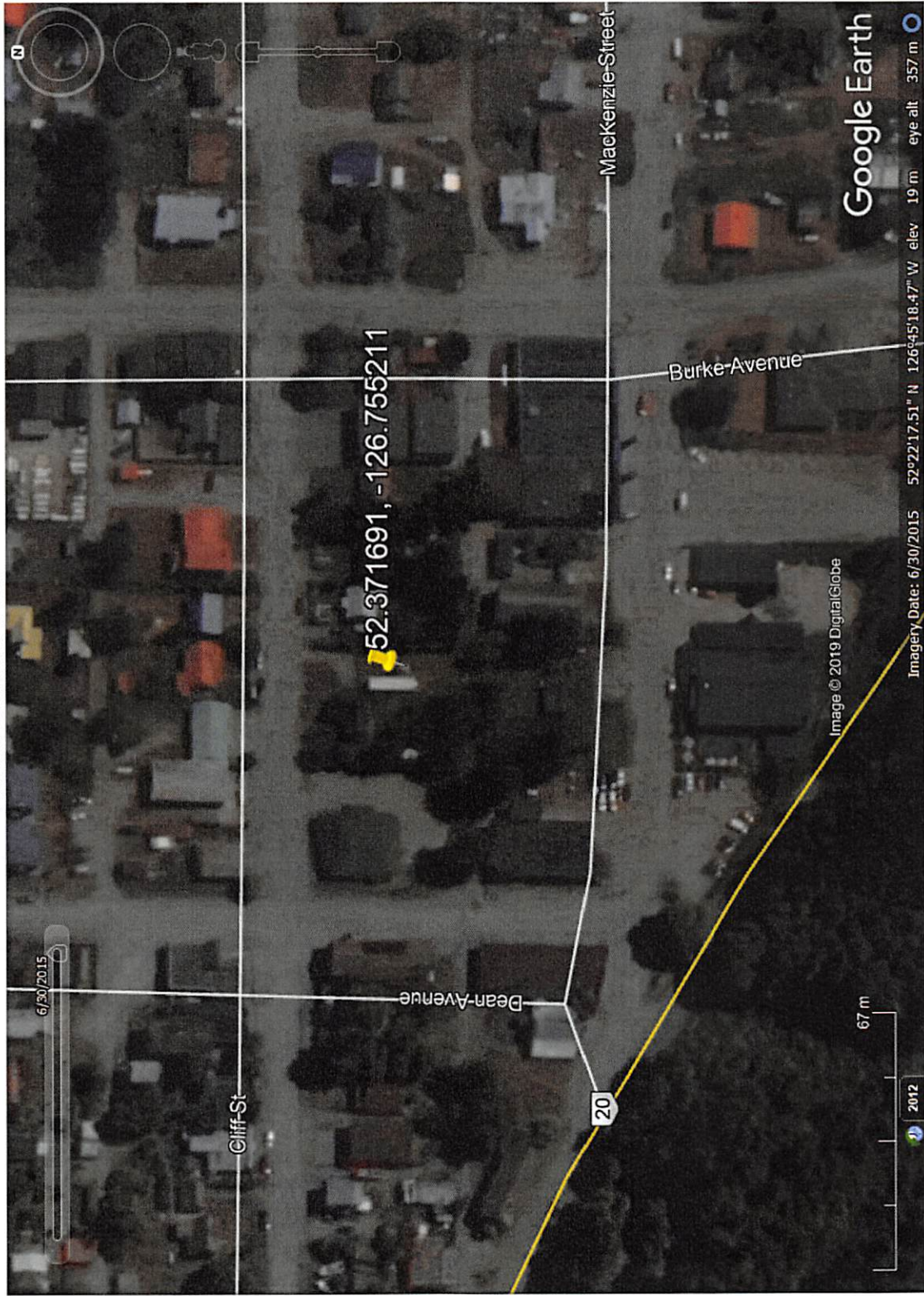


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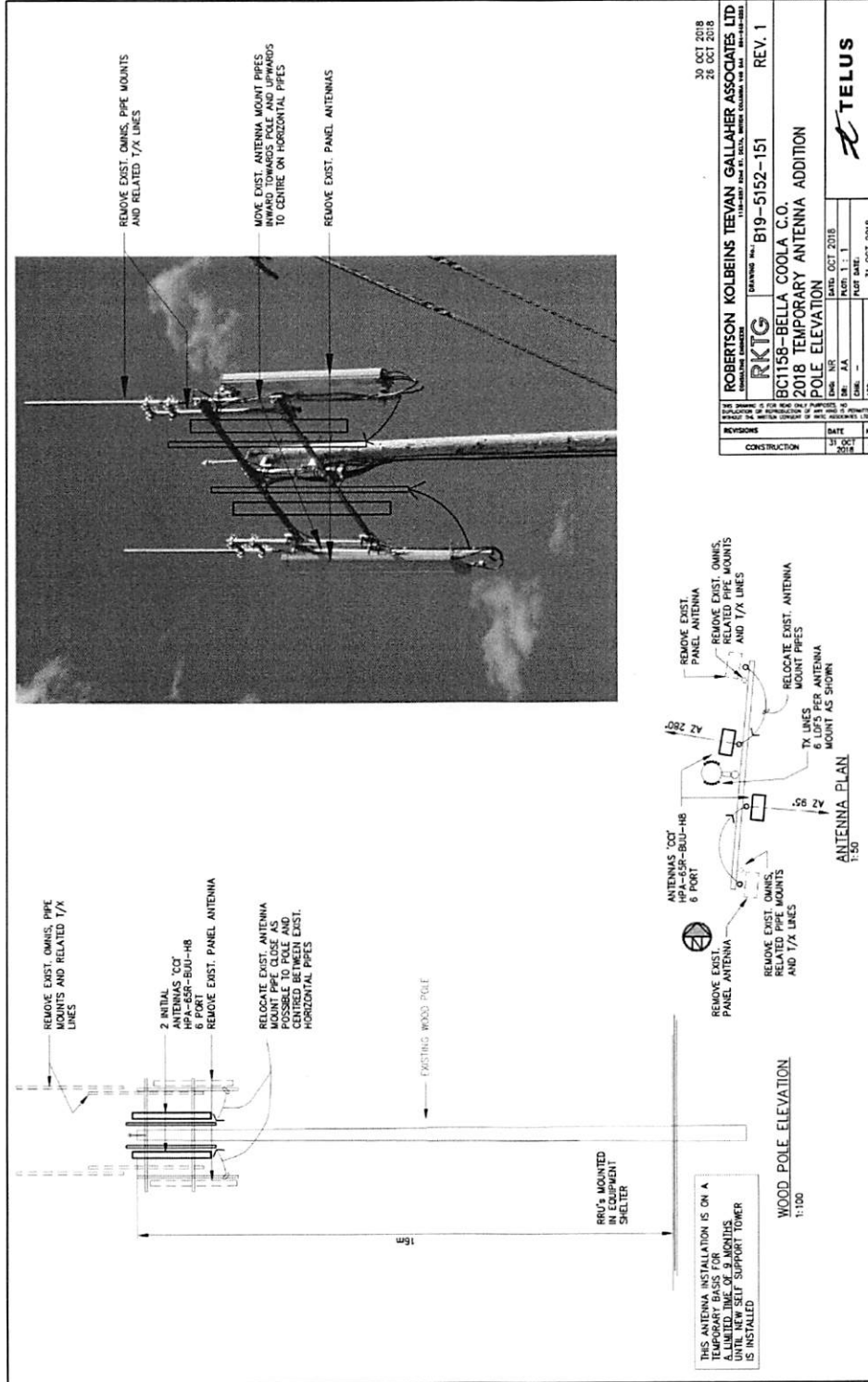
Municipal Affairs Specialist

cc: Cheryl Bilyk, Real Estate & Government Affairs, TELUS

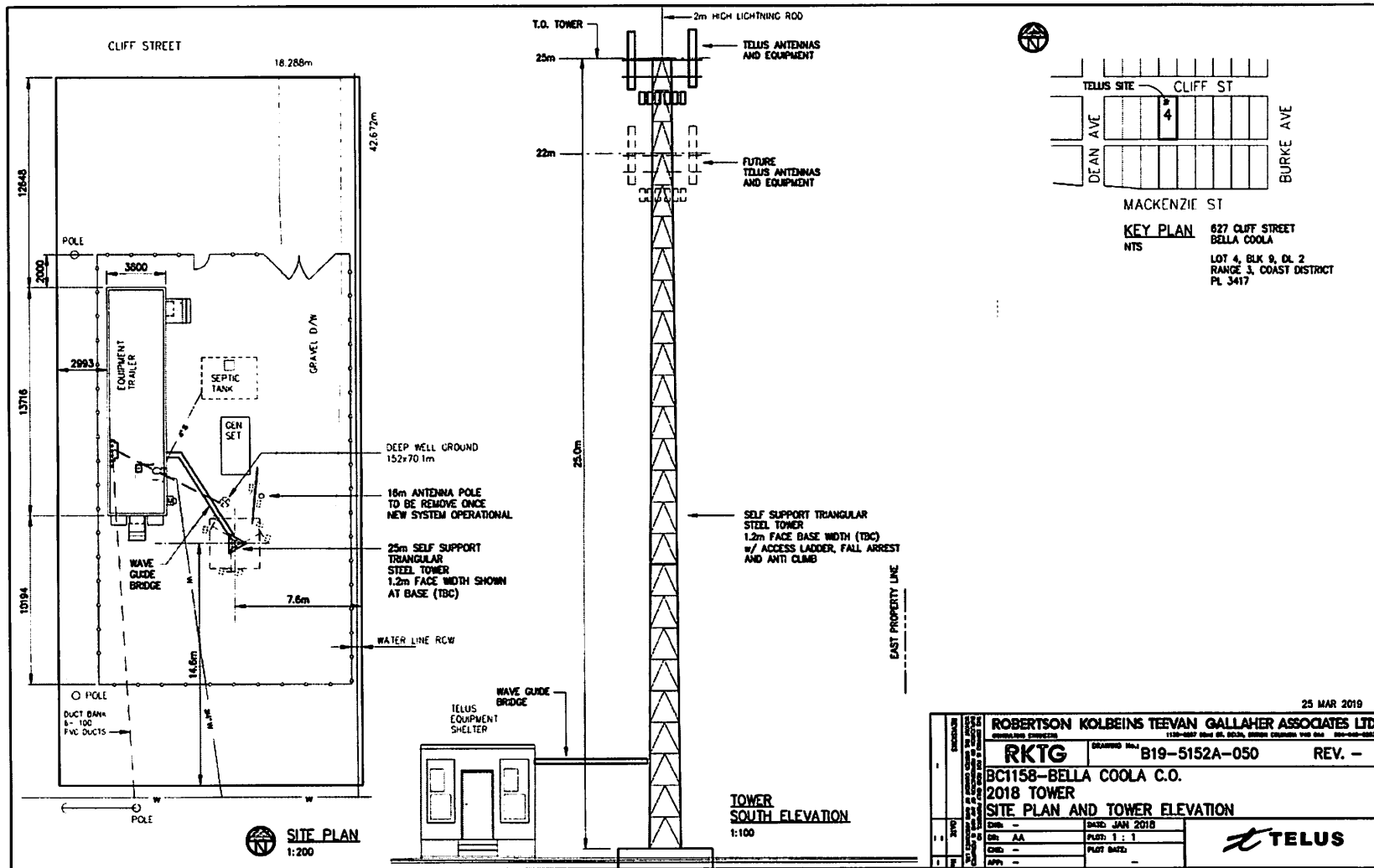
SCHEDULE A
TOWER SITE LOCATION

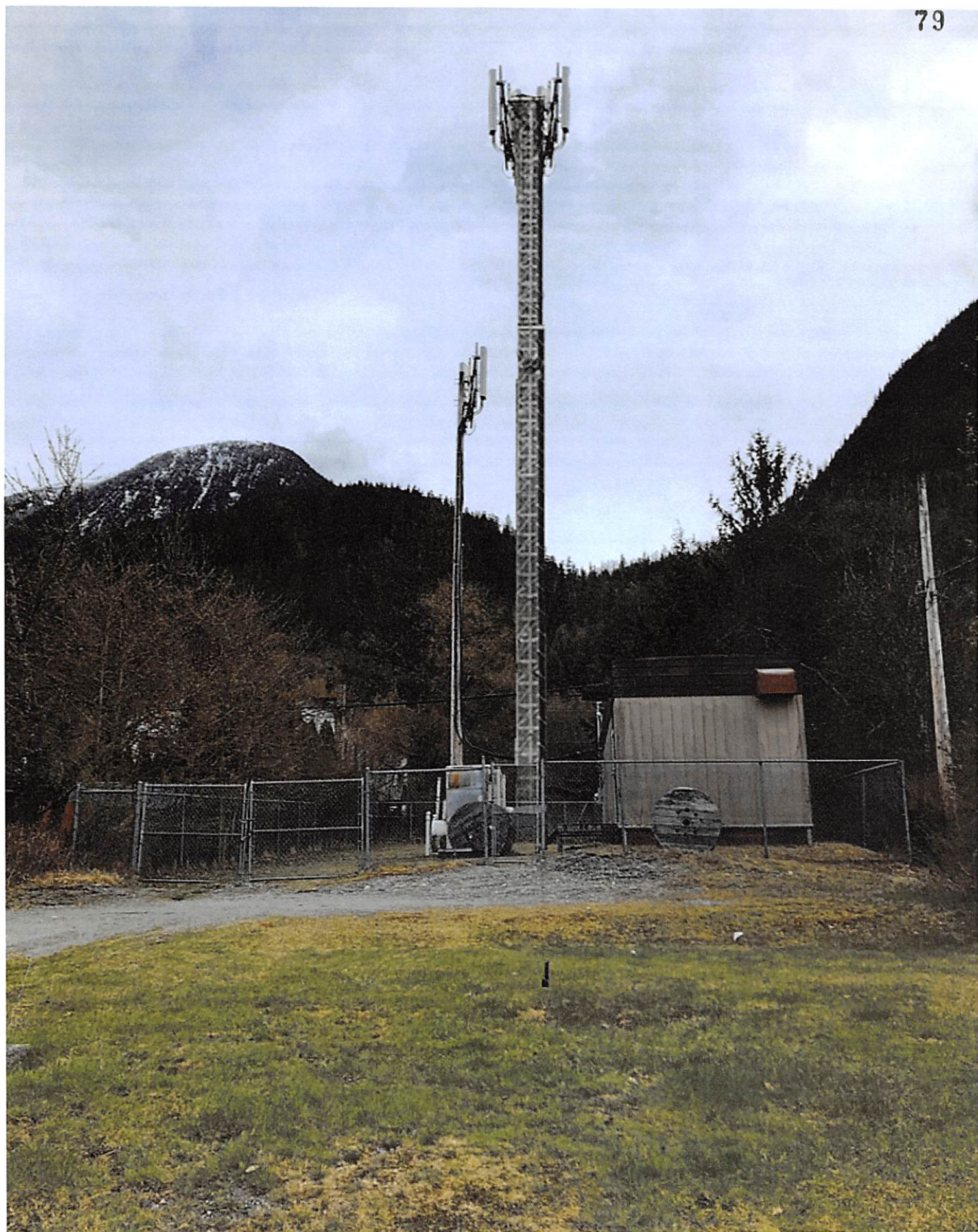


SCHEDULE B PRELIMINARY DESIGN PLANS – EXISTING 16 METRE POLE & ANTENNA RECONFIGURATION



SCHEDULE B **PRELIMINARY DESIGN PLANS – SITE PLAN AND NEW TOWER ELEVATION**





RECEIVED

80

JUN 10 2019

Central Coast Regional District

June 3, 2019

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

Attention: Chair Samuel Schooner

Dear Chair Schooner:

Subject: 2019 Community Planning for Housing Program
Northern Development Project Number 6224 20

Thank you for your application to the 2019 Community Planning for Housing program. Northern Development is pleased to advise you that your application was approved up to \$40,000 on May 31, 2019 to support a housing planner in your community.

This approval is open for a period of 90 days from the date of approval, within which we expect the housing planner role filled and a copy of the signed employment agreement between the Central Coast Regional District and the successful candidate provided to Northern Development.

Upon receipt of the employment agreement, Northern Development will provide a 50% advance in the amount of \$20,000. The remaining \$20,000 is provided as a reimbursement upon Northern Development's receipt of complete reporting documents. The final report is due within 30 days of the contract or employee's end date. Northern Development's reporting form can be found at <https://www.northerndevelopment.bc.ca/funding-programs/housing-programs/community-planning-for-housing/>. Please note that if the housing planner is not employed for the full one-year term, the reimbursement of \$40,000 will be prorated over the actual time employed.

We wish you every success with your housing planner and look forward to seeing the positive impact it will have in your community.

Sincerely,


Joel McKay
Chief Executive Officer

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

Board Meeting

JUN 13 2019

CCRD ITEM B(r)



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

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: June 13, 2019
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Operations Monthly Report

RECOMMENDATION:

1. **THAT the June 2019 Operations Report be received.**

**CCRD OPERATIONS
JUNE 2019 HIGHLIGHTS**

SOLID WASTE MANAGEMENT

1. The two-week spring-cleaning event at Thorsen Creek Waste and Recycling Centre is currently underway, with the transfer station and recycle depot open 6 days a week and tipping fees reduced by 50%. The extra opening days seem to be under-utilized by the general public. The Nuxalk Nation has one crew working daily with tandem axle trailer to collect pile of garbage left for pick-up by home owners.

Transfer Station staff are using slow periods to get caught up on recycling processing and site clean-up.

2. Staff worked with CCRD contract Grant Writer Rachelle Beverage to refine a concept design and budget for a centralized composting facility at Thorsen Creek Waste and Recycling Centre. An application for grant funding was submitted to the Province's Organics Infrastructure Program.

The composting concept involves a simple food waste drop-off option at the transfer station. The food waste would be mixed with a carbon source such as wood chips and place into an in-vessel composter (essentially a long, insulated culvert that slowly turns and composts material at high temperatures over a relatively short period of time). Depending on the quality of the finished compost, it could be made available for sale to the public or set aside as final cover material for the landfill.

June 13, 2019

Board Meeting

Page 1
JUN 13 2019

CCRD ITEM B(s)

RECREATION FACILITIES

Centennial Pool: The pool was opened to the public at the end of May. Currently school rentals form the majority of business. Hot temperatures at the end of May saw public swims with more than 60 children in attendance after school. The mechanical system, including heaters, seems to be functioning reasonably well.

Skating Rink: One instance of overnight camping is suspected to have taken place in early June.

Walker Island Park: Two successful slow-pitch ball tournaments were held in May. The concession building has been rented on almost a weekly basis for community events, schools and private events.

Snootli Creek Park: Nothing to report.

Nusatsum Park: Nothing to report.

BELLA COOLA TOWNSITE WATER SYSTEM

1. Staff met with Vancouver Coastal Health Drinking Water Officers on June 6 to discuss various CCRD services including the townsite water system.

FIRE PROTECTION

1. In mid-May a suspected forest fire was reported south of Highway 20 between Snootli Creek and Klonnik Creek. Along with all valley fire departments, first responders, Provincial Wildfire Crews, and numerous contractors, the BCVFD responded to the interface forest fire. Crews worked late into the evening to contain the fire. Over the next several days it was extinguished by provincial crews. It was a good test of a multi-agency response and informal reports indicate that although it was a successful outcome, there was some room for improvement with respect to communications.

STRATEGIC INITIATIVES

CENTENNIAL POOL UPGRADE

No report at this time.

DENNY ISLAND WATER SYSTEM

Please see report provided by Urban Systems.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ken McIlwain', with a large, stylized flourish at the end.

Ken McIlwain, RPF,
CCRD Operations Manager

PROJECT UPDATE

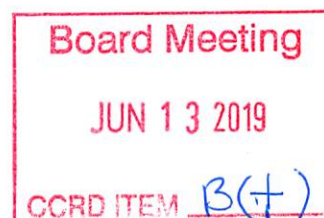


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Date: June 6, 2019
To: Ken McIlwain, CCRD
cc: Steve Dishkin, SD #49
From: Jacob Scissons
Subject: **DENNY ISLAND COMMUNITY WATER SYSTEM
PROJECT UPDATE – JUNE 2019**

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	Vancouver Coastal Health has confirmed their expectations regarding 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.	June 10th
	An application for Phase 2 work, consisting of the Central Coast Regional District distribution system infrastructure will be submitted for review and approval.	June 15th
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.	June 15th
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.	June 15th



PROJECT UPDATE

Date: June 6, 2019
File: 3383.0005.02
Subject: DENNY ISLAND COMMUNITY WATER SYSTEM
Page: 2 of 2

Item	Discussion	Timeline
------	------------	----------

2.0	Procurement	
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2.1	The steel reservoir structure has been ordered and is in the production queue. Assembly of the reservoir is scheduled to commence by August 9 th with final testing / commissioning complete by September 4 th .	
-----	--	--

Supply and installation of the buried pipe spools and construction of the gravel foundation pad may need to be expedited to meet this schedule.

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 will be prepared 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.

June 10th

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.

June 30th

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

URBAN SYSTEMS LTD.



Jacob Scissons, P.Eng.
Project Manager

U:\Projects_KAM\3383\0005\02\IC-Correspondence\IC1-Client\2019-06-06 Denny Island Water System Update.docx



**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
REQUEST FOR DECISION**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: June 13, 2019
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Support for application to the Organics Infrastructure Program for a centralized community composting operation

RECOMMENDATION:

1. **THAT the CCRD Board of Directors acknowledges that they have been briefed on the details of the application to the Organics Infrastructure Program at their June 13, 2019 regular meeting, and furthermore, that that the board supports the project in principal and resolves to commit the CCRD share (\$49,092) to the project cost.**

ISSUE/BACKGROUND SUMMARY:

At the April 11th, 2019 CCRD regular board meeting, the Board of Directors resolved:

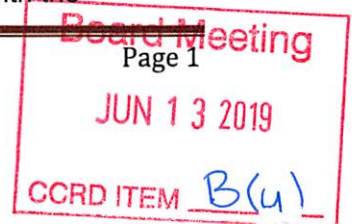
19-04-25 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District approve Administration to proceed with submission of an application for grant funding from the Ministry of Environment's Organics Infrastructure Program, subject to the availability of grant writing support. CARRIED

CCRD contract grant writer Rachelle Beveridge worked with CCRD staff to complete the lengthy grant application in time for the May 22 deadline. As the application progressed, it became evident that some changes to the original concept would be required, both for technical and financial reasons. In the absence of a formal feasibility study, a lot of technical research and planning was required as part of the application process.

As part of the grant application the province would like to see a resolution from the CCRD Board of Directors acknowledging that they have been briefed on the details of the application and that they support the project/application and that they acknowledge and commit to the CCRD financial contribution to the project. CCRD has until June 22, 2019 to provide this Board resolution of support.

The report to the board in April indicated that the capital requirements for the organics composting project would come from grant funding. It was noted in the April report that CCRD would have to find approximately \$80,000 in funding from other sources in order to provide the 1/3 contribution required from this grant program. It became evident during the application process that the province wants to see clear commitment for the 1/3 contribution and that a strategy to source the 1/3 required funding commitment from future grant opportunities would hurt the chances of a successful application. A decision was made to continue with the

June 13, 2019



application, but to modify the application to split the project into Phase 1 and 2 in order to come up with a project cost that the CCRD could potentially fund from their solid waste operating/capital budget.

Critical to this whole discussion is the role of the CCRD Solid Waste Management Plan (SWMP). The Environmental Management Act mandates regional districts to develop plans for the management of municipal solid waste and recyclable materials. This is a plan required under the *Environmental Management Act* that governs how municipal solid waste and recyclables will be managed in a Regional District over a planning horizon of 10 years.

The CCRD SWMP was updated and approved by the CCRD Board of Directors in 2017. As required by the Province, it was sent to the Ministry of Environment and Climate Change Strategy for review and approval. The Minister notified the CCRD of its approval of the document in early 2019.

The CCRD SWMP targets a 20% decrease in municipal solid waste entering the landfill:

• Decrease the estimated per capita MSW disposal rate by 20% from the estimated 2016 baseline of 450 kg per capita The Province has a goal to decrease the BC per capita disposal rate to 350 kg. By decreasing the per capita amount of disposal in the Bella Coola Valley, CCRD is contributing to achieving this Provincial goal. It is noted however, that the 2016 baseline of 450 kg per capita is an estimate only. Once weigh scales are installed at the Thorsen Creek Waste and Recycling Centre, this baseline number and disposal target may need to be adjusted accordingly.

The following table describes plan actions to help achieve waste reduction targets:

Table 5-1: Proposed Implementation Schedule

Plan Actions	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
1.1 Integrated education and communications program										
Improve Free Store										
Increase budget for education and communications										
Hire part-time educator										
Purchase and distribute blue boxes										
1.2 Community composting at new Eco-Depot										
Feasibility study of organic waste composting										
Collaborate with Nuxalk on composting biosolids										
Design and construct compost building										
Purchase,lease new equipment										
Develop a drop-off program										
Implement wildlife conflict mitigation measures										
1.3 Regulatory Incentives										
Amend bylaw - restrict EPR materials										
Gradually increase user fees										
Restrict disposal of commercial cardboard										
2.1 Landfill conformance review										
Landfill fill plan and final closure plan										
Landfill design and operations and closure plan										
Hydrogeology and hydrology assessment										
Improve storm water management										
Purchase portable scale										
Purchase an excavator, wheel loader and grinder										
2.2 Purchase a roll-off truck and purchase roll off bins										

Legend:

- Base funding programs - development
- Base funding programs - on-going
- Capital projects dependent on grants/borrowing

In section 1.2 of the above table, a community composting facility is planned to help achieve diversion of organics currently being landfilled. We were not able to achieve the 2018-2019 timeline for this because of the focus of resources around opening the new transfer station and recycling depot.

Phase 1 of the project would include:

- the purchase and installation of a 35'x80' open ended greenhouse structure
- pouring of a thin 2800 sqft concrete slab under the greenhouse structure to allow easy cleanup and leachate control
- purchase and installation of a Bio-vator in-vessel composting unit (basically a large insulated culvert which slowly turns and composts food waste at a high temperature)
- Purchase of a used skid steer to move material
- Purchase of a feedstock grinder to blend food waste with wood chips or other carbon source prior to feeding it into Bio-vator
- Purchase and install of drop off bins for food waste

Operationally, it is anticipated that existing staff/landfill contractor would be able to monitor food drop off during current operational days and would have to spend an additional 4-6 hours per week mixing and adding material to the Bio-vator unit and then processing the finished compost. Please note that this estimate is not based on a feasibility study and could vary substantially depending on volumes of food waste received.

POLICY, BYLAW OR LEGISLATION:

The Environmental Management Act (EMA), Organic Matter Recycling Regulations & Guidelines (OMRR), and Agricultural Waste Control Regulation (AWCR) could apply to this project (not located on ALR). Given its scale and location on a licensed waste management site, no permit is required under EMA or OMRR.

The *Environmental Management Act* requires that all regional districts prepare and submit a solid waste management plan to the provincial government. Final plans are approved by the Minister of Environment & Climate Change Strategy after sufficient public and stakeholder consultation has taken place.

FINANCIAL/BUDGETARY/ASSET MANAGEMENT IMPLICATIONS:

The total project cost submitted to the province in the original expression of interest was \$268,000. By splitting the project into separate phases and placing much of the machinery costs into Phase 2, the estimated cost of Phase 1 was dropped to \$148,000 (including a 10% contingency). **This means the CCRD contribution would be approximately \$49,000, spread over two years (2020 & 2021).**

Other cost saving measures to drop the project cost included changing the covered structure from a steel building to a simple open-ended greenhouse style structure, purchasing a used skid steer versus a new one, and splitting the capital cost between solid waste, airport and parks services.

The approved CCRD Solid Waste Management Plan (SWMP) speaks to the public's desire for a centralized composting facility and addresses it in the 10-year capital budget. The financial plan portion of the plan basically states that approximately \$95,000 of funding for a compost facility will have to come from grant sources or partnerships and that \$75,000 for a skid steer would

come from the solid waste budget over a period of 5 years, starting with \$18,750 in 2019 and \$11,500 in each of the subsequent 4 years.

In relationship to the Solid Waste Management Plan, the Organics Infrastructure Program appears to be a good fit. The financial projections in the plan show that in theory we should be able to contribute \$41,750 between 2019 and 2021 by way of a skid steer purchase.

While we don't anticipate purchasing a skid steer this year as was indicated in the SWMP, other expenses and an increase in apportioned administration in the solid waste budget mean we will not finish the year with a healthy surplus to put towards the 1/3 contribution required of the Organics Infrastructure grant program.

In the past couple years, we have been able to budget \$20,000 - \$30,000 for capital improvements to the landfill and transfer station. If we assume similar revenues going forward, and an increase to operational costs in line with inflation, **it means we would have to use our entire annual capital budget in 2020 and 2021 to generate the \$49,000 CCRD contribution to the project.**

So, in order to accommodate other priority capital projects (about \$40,000) over the next couple years that would be typically funded out of the regular solid waste budget (new 4 yard bins, fencing and a septic system), **an increase of about \$20,000 in revenue will be needed for 2020 and 2021.**

This revenue increase could potentially come from the following sources:

- An increase to the Nuxalk Nation financial contribution to solid waste in Bella Coola
- An increase to the tax levy in areas C, D, E for solid waste
- An increase to tipping fees
- Negotiate tipping fees/contributions with entities like BC Ferries, BC Parks, etc who generate large amounts of garbage for the landfill but who do not currently contribute financially through a tax levy on property or user agreement
- Other grant funding programs

Operational cost estimates associated with operation of the composting operation have been reduced since the last estimate presented to the Board in April. The scaled down project and reduced volumes lead to the following approximated costs:

- labour costs are expected to be approximately \$10,000 per year (6 hours per week at \$30/hr)
- carbon feedstock costs (\$4000)
- associated maintenance & misc. costs (\$5000.00 per year)

These costs are expected to be ongoing (as opposed to the capital costs which would be occurred in 2020 and 2021), **and if this project proceeds, an increase in annual revenues of approximately \$19,000 will be needed starting in 2022.**

In summary, if the board wishes to support this project, they should anticipate the need to raise revenues (or decrease other solid waste operational costs) over current levels by \$20,000 for the fiscal years 2020 and 2021, and by \$19,000 in subsequent years.

TIME REQUIREMENTS – STAFF AND ELECTED OFFICIALS:

The grant application process involved approximately 40 hours of grant writer time and an additional 8 hours of time from the Operations Manager to prepare a site plan as well as support the concept development and grant writing process. The CCRD Community Economic Development Officer also spent time coordinating grant writing activities.

The budget presented in the grant application includes \$15,000 for a project manager and \$1500 for communications around the composting program. This should help reduce the demand on staff resources.

CCRD staff will likely spend in excess of 40 hours of time undertaking tendering of contract work, project oversight and program start-up.

Elected officials will incur time fielding requests or complaints from constituents, which is not uncommon following the introduction of a new program.

OPTIONS TO CONSIDER:

1. Withdraw the CCRD application and postpone implementation of a composting program until a better grant funding opportunity(s) arises.
2. Approve the recommended resolution, but add a separate resolution directing staff to seek out other grant funding opportunities such as the Rural Dividend Fund or FCM's Green Municipal Fund to offset the CCRD contribution and to increase the robustness of the project.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ken McIlwain', with a stylized flourish at the end.

Ken McIlwain, RPF
Operations Manager, CCRD



**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
REQUEST FOR DECISION**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: June 13, 2019
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Re-imbursement of training expenses for volunteer fire fighters from the Bella Coola Volunteer Fire Department

RECOMMENDATION:

1. **THAT the CCRD Board of Directors approve 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 provided as part of the 150 Mile House Fire Department Annual Training Weekend.**

ISSUE/BACKGROUND SUMMARY:

For the past several years, members of the Bella Coola Volunteer Fire Department have attended the 150 Mile House Fire Department Annual Training Weekend. This spring, our fire department sent members out once again.

Two new fire department members attended the weekend training session this spring. The new members are committed vegans. The meals provided as part of the training session, including the Saturday night Steak Dinner, were not geared towards people with vegan dietary preferences.

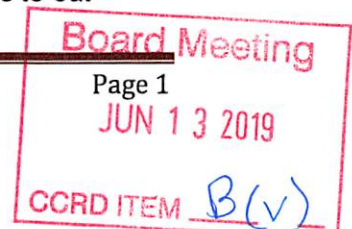
CCRD Bylaw 477, which speaks to reimbursements for meals, appears somewhat open to interpretation, and as such the Board is being asked for a decision on the reimbursement of meals in this instance.

POLICY, BYLAW OR LEGISLATION:

With respect to expense claims, employees and volunteers of the regional district carrying out approved regional district business, are reimbursed for expenses at the rates specified in Schedule A of CCRD Board Remuneration and Expenses Bylaw 477. Section 2 (c) states the following:

c) The daily allowance for meals includes \$22 for breakfast, \$27 for lunch and \$40 for the evening meal provided such meals have not been provided as part of a convention or other event. Where meals are provided, there is no reimbursement if the director chooses to eat

June 13, 2019



elsewhere. For full days, directors may claim a per diem of \$100 which includes all meals plus \$11 for incidentals.

In order to claim a meal allowance, the Director must be away from home on regional district business for the entire period noted beside the applicable meal. For clarity, meals for Electoral Area Directors for areas A and B will be paid at actual costs by the regional district when they are in Bella Coola on regional district business. When meals are provided at conferences or meetings, no meal allowance is to be claimed for those meals which were consumed.

The intent of the highlighted portion of the bylaw excerpt above appears somewhat open to interpretation. It does not specifically state that personnel won't be reimbursed if they choose not to partake in meals provided as part of a conference or training program; only that they won't be reimbursed if they consume a free provided meal. Common sense would seem to indicate that where possible, personnel would take advantage of provided meals in order to save costs, however there would seem to be some flexibility in this regard.

FINANCIAL/BUDGETARY/ASSET MANAGEMENT IMPLICATIONS:

The extra costs incurred from purchasing separate meals is approximately \$244.00. This amount is easily accommodated in the approved budget.

TIME REQUIREMENTS – STAFF AND ELECTED OFFICIALS:

N/A

OPTIONS TO CONSIDER:

1. Decline to reimburse the volunteer fire fighters involved.
2. Defer a decision on the matter and seek a legal opinion with respect to interpretation of Bylaw 477 in the context of this matter (note: no cost estimate for legal advice has been sought at this time).

Respectfully submitted,



Ken McIlwain, RPF,
CCRD Operations Manager

150 MILE HOUSE FIRE DEPARTMENT ANNUAL TRAINING WEEKEND APRIL 26th, 27th, 28th 2019



This weekend will feature hands-on training involving:

- Live Fire Vehicle Fire
- Live Fire Natural Gas Meter shut off
- Fire Attack Basics
- SCBA Confidence Course
- Vent Enter Isolate Search
- Basement Self Rescue
- SLICE-RS
- Thermal Imaging Camera Basics

Guest Trainers:

Gord Schreiner, Fire Chief, Comox Fire Department

Pascal Lafreniere, Captain Comox Fire and Rescue

April 26th will be an evening Boot Camp Skill Session for new firefighters and pre-registration

Registration Fees are \$165.00

includes t-shirt, breakfasts, lunches, and a steak dinner Saturday

Please bring Bunker Gear and SCBA,

Space is limited to 100 seats!!!!

For more information or to register please contact Deputy Chief Paul McCarthy
at paulmccarthy@telus.net or 250-267-5836 or Fax 250-296-4682



2019 Training Weekend Itinerary

Friday April 26th

18:00 to 20:00 Registration and Orientation Session for Recruit Firefighters

Saturday April 27^h

07:00 to 07:45 Breakfast (provided)

07:45 to 08:00 Welcome and Team Formation

08:00 to 12:00 Training Modules

12:00 to 13:00 Lunch (provided)

13:00 to 17:00 Training Modules

17:00 to 18:00 Break

18:00 to 20:00 Steak Dinner (provided)

Sunday April 28th

07:00 to 07:45 Breakfast (provided)

07:45 to 08:00 Prep and setup

08:00 to 12:00 Training Modules

12:00 to 13:00 Demo Modules (Auto Extrication Tools Pumps and Pumping)

Guest Trainers this year:

Chief Gord Schreiner and Captain Pascal Lafreniere: Comox Fire and Rescue

District Chief Brent Murdoch and Captain Jeff Dykshoorn Abbotsford Fire and Rescue

Training Officer Kevin Bendickson Miocene Fire Department

**Associated Fire will be on site all weekend long with
product demos from Drager, Haix & TNT Rescue**



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

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: June 13, 2019
FROM: Ken McIlwain, Operations Manager
SUBJECT: Transportation Monthly Report

RECOMMENDATIONS:

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

**TRANSPORTATION
JUNE 2019 HIGHLIGHTS**

1. The Bella Coola Airport Summer Maintenance Contract was tendered in April. The successful bidder was New Season Services Ltd. at a rate of \$5000.00 per year (May - September). This represents an increase over previous years. An increase was anticipated due to the addition of several large green spaces and the CCRD hanger facility. 2019 budgeting accommodated for this increase.
2. A wood box culvert was constructed at the west end of the airport to allow equipment access to an island area. This crossing can also serve as part of a trail network.
3. Casual monitoring indicates signage installed along the dike appears to be deterring pet owners from letting dogs off leash.
4. For the most part, weather conditions have been conducive to grass establishment on the newly cleared east end of the airport.
5. Navigation Canada upgraded/installed new equipment in the vicinity of the wind tower at the Bella Coola Airport during the 1st week of June. Some trenching was required and the ground has been repaired and seeded.
6. A new bathroom fan was installed in the Men's washroom in the terminal building.

June 13, 2019

Board Meeting

Page 1

JUN 13 2019

CCRD ITEM

B(w)

7. Free Wifi at the Bella Coola Airport continues to be well received by travelers. It was down for several days at the beginning of June following some issues with router settings, perhaps as a result of the recent power outages. It has been repaired as of June 5, 2019.
8. Obstacle removal at the Bella Coola Airport is nearing completion and we are in the clean-up phase. As a result of obstacle removal, Pacific Coastal's contractor has indicated that in most cases they have been able to increase scheduled passenger loads to the full aircraft capacity of 19 passengers.
9. An Invitation to Tender for the leveling and finishing of approximately 10 acres on the southwest side of the airport will be advertised starting June 13th and close on Friday, June 28th.

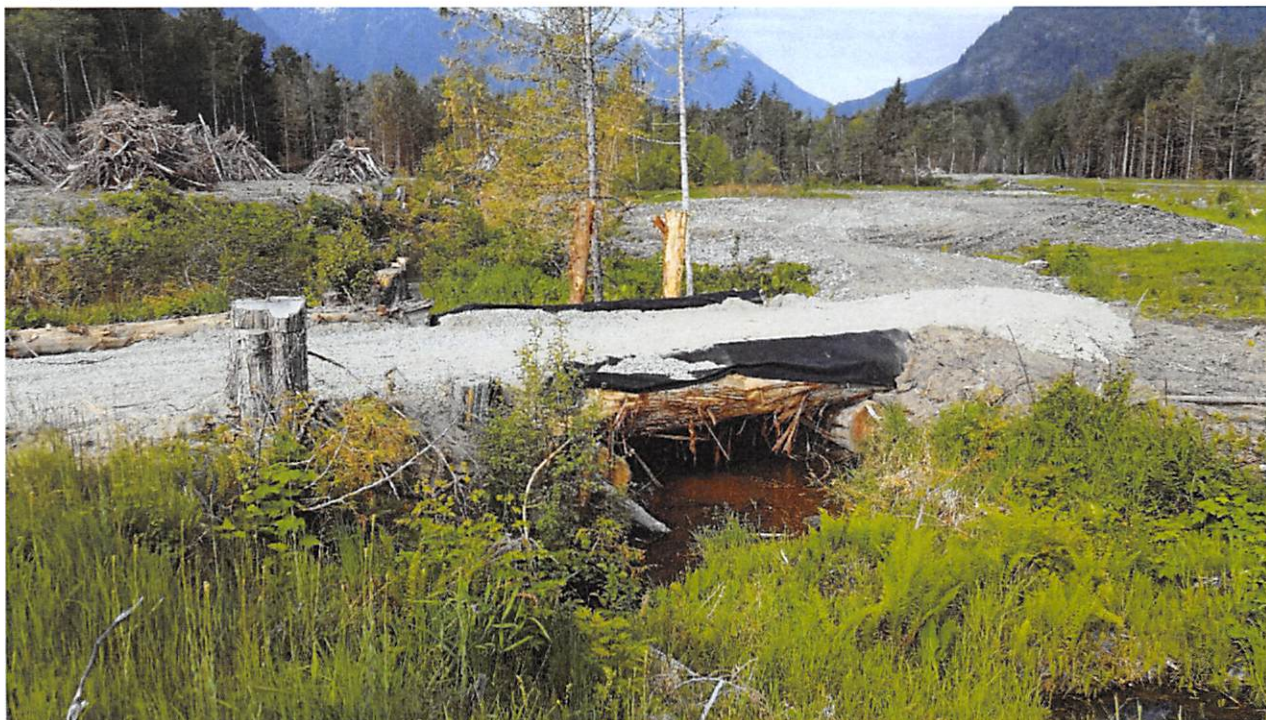


Photo: Wood box culvert constructed at west end of airport field.

DENNY ISLAND AIRPORT

An Airport Commission meeting was held June 4th. Work planning for the year was conducted. An election for the position of chair was held. Meeting minutes are forthcoming.

Respectfully submitted,

Ken McIlwain, RPF
CCRD Operations Manager

Centennial Pool Commission

Meeting Minutes

16 May 2019

Present: K. Lansdowne, N. Koroluk, J. Cole, J. Kennedy

Staff: R. Liu

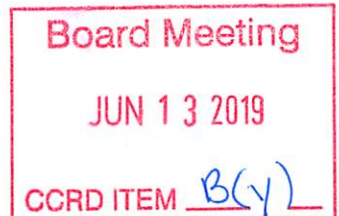
1. Pay Policy – Pay Policy needs to be amended to include staffing. Recommendation to adjust rate and qualifications of Aquatic Leader.
2. Pool Opening – Cleaning and painting has occurred, filling is in progress.
The opening date is expected to be Monday, 27 May.
3. Summer Schedule – The work week will be curtailed from previous years due to limited staff.
4. Status of Renovation – No information available.
5. New Commissioners - Two applications have been approved by the CCRD Board.

Next Meeting Wednesday 5 June 5:30 PM at the Pool



Centennial Pool Commission
June 4 2019
Minutes

1. Welcome new commissioners
2. Overview of commission
 - a. Chair provided information on the duties of the Commission.
 - b. Commission given a tour of the facility
3. Pool Safety Plan
 - a. To be emailed out to all commissioners and reviewed.
4. Bylaw 474
 - a. Recommendation staff assisting young swimmers, increase from \$12 to \$15 to cover min wage
5. Pay policy
 - a. Reviewed by commission
 - b. Staff salary table is attached as submitted last month for Board approval
6. Summer schedule input for staff programing
 - a. Any summer programming input to be submitted to committee chair
7. Pool Capacity 2019
 - a. Recommendation that the Pool Capacity for the 2019 season be reduced to 80 patrons, based on the availability of guards. 1:40 ratio
8. Over time schedule - When necessary to operate pool, guards will be scheduled overtime.
9. WCB Orientation for staff took place on June 2.



Emergency Management Report – Verbal

Board Meeting

JUN 13 2019

CCRD ITEM B(2.)

Request for Decision: BC Flood Preparedness Committee

(* Late Item *)

Board Meeting

JUN 13 2019

CCRD ITEM B(aa)



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
From: Destiny Mack, EA
Meeting Date: June 13, 2019 – Wuikinuxv Board Meeting
Subject: Tom Mesi Property

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receive Mr. Mesi's documents.

Issue/Background Summary:

Mr. Mesi is an Area C constituent asking that the Board issue an order to the RCMP. Re: Impacts on fishery at his property. He is asking that the Board of Directors take action to help him with this. Administration seeks direction from the Board on how to support Mr. Mesi.

Policy, Bylaw or Legislation:

N/A

Financial/Budgetary Implications:

N/A

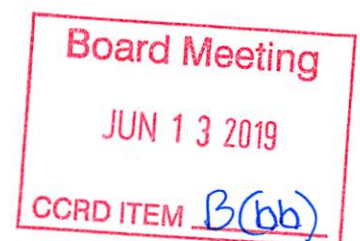
Time Requirements – Staff and Elected Officials:

N/A

Options to Consider:

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer



LETTER HEAD

ORDER

To Royal Canadian Mounted Police
To APPOINT A MEDIATOR TO OVERSEE
AND COMPLETE HABITAT RESTORATIONS
AND ENHANCEMENTS AT NUSATSUM RIVER
ALLUVIAL FAN AND ADJACENT MILLCREEK
AND MILLPOND AND TOM MESI'S CREEKS
INCLUDING THE SOUTH BANK OF THE
BELLA COOLA RIVER BETWEEN^{THE} MOUTH OF
NUSATSUM R AND THE BAILEY BRIDGE
SIGN CERD

Judges STAMP

Central Coast Regional District
Bella Coola

Thomas Mesi
Box 472
Bella Coola
VOT-1C0

Dear board Members;

Attached, are some more comments regarding the 2 large habitat destructions, on and adjacent my homestead, at the mouth of the Nusatsum River. Please recall and again review my past letter and photos. The request for an "order " of , oversight of " habitat restoration and enhancement "at the Millcreek and Millpond and Tom Mesi's creeks, N.Douglas Dr. and the south bank of the Bella Coola River may be the way to get the equipment working ? The next window for works is July 2019 , low water, until mid August when the salmon return to spawn... some works can proceed at N,Douglas Drive and Millcreek where the fish no longer spawn , then completion can be done in the spring 2020 April when the remnant spawn emerges. The existing n. Douglas Dr. dyke is working very well /good engineering ,It was built first, then, the drawings were done by staff engineers on salary . I understand I have been requested to participate with a phone link , to this board meeting.

Tom Mesi 250-982-0088.....June 04, 2019.

A handwritten signature in black ink, appearing to be 'Tom Mesi', with a long, sweeping horizontal line extending to the right.

**BRITISH
COLUMBIA**MINISTRY OF ENVIRONMENT,
LANDS AND PARKS**BC
Environment**

Cariboo Region

Fisheries Branch
C/O Mid Coast Forest Service
P.O. Box 190
Hagensborg, British Columbia
V0T 1H0
Telephone: (604) 982-3000
Facsimile: (604) 982-2090

FILE: 5800-38-05 Bella Coola

Attention: , FRP Coordinator

Dear

Re: FRBC Proposal for lower Nusatsum River

I am writing you concerning a FRBC submission for the lower Nusatsum River (submitted in 1996 by Tom Mesi). Although I am not familiar with the proposals specifics, I can attest the site is of high salmonid habitat value and therefor is worthy of restoration. The area has diverse back and ground water channels which, if restored, could provide exceptional spawning and rearing sites. Historical logging and dyking activities have isolated many of these waterways. I would recommend this area for further evaluation through the Fish Habitat Assessment Procedures under the Watershed Restoration Program.

Yours truly,

cc

, Regional Fisheries Specialist

984
MOSE
18314
February 12, 2003

Dear Mr Mesi,

Over the last several years I have had the opportunity to view the fan of the Noosatsum River, of which your property is part. This area has been historically a very productive salmon spawning and rearing wetlands. Water from the Noosatsum flushed the side channels and created a very nutrient rich habitat for juvenile salmon and trout. Diking along the Smith Subdivision eliminated this freshet action and thus the Mill Pond and adjacent streams have becoming more and more stagnant. It is also worth noting that the area further downstream below the rip-rap diking the Noosatsum has fallen further to the west and has caused serious erosion. This has minimized the success of spawning in the side-channels and will further decrease the effectiveness of all the aluvial fan. One suggestion would be to access ground water below the dike and allow a better flow through the low flow streams. Further extensions on the existing Smith Subdivision dike should only be pursued if water from the mainstem is accessed for the side-channels in a controlled flow regime. Good luck with preserving and improving this important wetted area.

Watershed Stewardship Coordinator
Box 621
Bella Coola, BC
V0T1C0
tel. 250-799-5763
fax. 250-799-5748



Reply |
2014-07-31
You;

...

You replied on 2016-04-28 4:17 PM.

Hello Tom, and thank you again for your comments.

I can assure you that no one that I know is interested in seeing any of the wanton destruction that you describe, and it is unfortunate that you are seeing it.

Because the current audit work that KPMG is doing is narrower in scope than your issues, I am afraid that I can only suggest that you keep contacting your local and provincial government contacts, industry as you see appropriate, and perhaps some ENGOs (Sierra Club or Greenpeace come to mind) if you haven't already.

All the best to you, Tom.

Climate Change and Sustainability Services
KPMG Performance Registrar Inc.



tom mesi

>

Mill creek and other trib Salmon concerns

2 messages

To: tom mesi <

Fri, Apr 5, 2019 at 8:57 AM

Hey Tom,

Sorry I didn't get back to you yesterday. Some very interesting stuff you sent. So moving forward, if you have been in contact with the CCRD or Watershed Society then you can let them know that I have observed some fry in the mill creek. From there it leaves our hands and Habitat or whoever decides they want to invest in the repairs or spend the money will take on the project.

If you have any questions feel free to shoot me an email.

I'll be in and out of the office all day so I may take a few hours to reply.

Cheers and good luck.

tom mesi

>

To:

Thu, May 9, 2019 at 2:44 PM

[Quoted text hidden]



HOW IS COMPLIANCE ASSESSED

BC Ministry of Environment and Climate Change Strategy (ENV) inspectors verify compliance with the *Environmental Management Act* (EMA) (including associated permits, regulations and codes of practice) by conducting inspections. This is to ensure regulated parties are following the requirements designed to protect the environment and human health and to provide them the opportunity to improve their environmental business practices. Inspections can be carried out on-site or as an office assessment of information received.

WHY AM I BEING INSPECTED?

ENV inspectors are committed to ensuring authorization holders stay in compliance with regulatory requirements. When determining where to inspect, ENV staff may look at potential risk, geographic location, or length of time since the last inspection. Inspections are also done as part of industry-wide audits to determine compliance with specific requirements. The inspection may also be related to a complaint or may be in response to an incident.

WHEN WILL I BE INSPECTED?

Inspectors may inform you of the inspection, or may come unannounced. Inspections are typically during regular business hours, but may be after hours in the event of a spill or other emergency. Office assessments can be done at any point in time with or without notice.

WHO WILL BE ATTENDING AN ON-SITE INSPECTION?

An Environmental Protection Officer (EPO), designated as an inspector under EMA Section 1 (1) will attend and lead the inspection. The inspector may be accompanied by additional ENV staff, Conservation Officers and/or any other party deemed necessary to complete the inspection.

WHAT DO I NEED TO SHOW THE EPO? WHAT WILL THEY BE LOOKING AT?

On-site inspections may focus on the entire facility or just one or two specific areas. In an on-site inspection EPOs will observe the facility and site operations, examine containers, labels, spills, discharges, waste generation and emissions control equipment. The EPO may ask questions, take notes and photographs, collect samples, review monitoring data, waste handling and disposal information, contingency plans, or other records and reports as per the permit or authorization requirements.

HOW LONG WILL THE INSPECTION TAKE?

The length of the inspection will vary. Site inspections of very large facilities may take a day or two, other facilities,



a few hours. Inspection records will be provided to you at a later date and may be published on the ministry website. Administrative Responses administered by Environmental Protection Officers:

Advisory: written record advising of current occurrences of non-compliance found at a specific date and time.

Warning: in addition to advising of current occurrences of non-compliance this written record also warns of possible escalating enforcement action if non-compliance continues.

Order: creates new requirements to prevent or remedy pollution.

Administrative Monetary Penalties: financial penalties up to \$75,000.

Administrative Sanctions: suspension or cancellation of a permit or approval.

PROSECUTORIAL RESPONSES ADMINISTERED BY THE BC CONSERVATION OFFICER SERVICE:

Violation Ticket: small monetary penalty up to a maximum of \$575 per day, per violation.

Formal Charges: large monetary penalty up to \$1,000,000 or imprisonment of 6 months, or both upon conviction.

Restorative Justice: repair of damages through negotiations between offenders, victims and the Crown.

WHAT SHOULD YOU DO?

As an authorized discharger, it is important that every effort is made to bring your facility into full compliance with all permit or regulatory requirements. The extent and promptness with which occurrences of non-compliance are addressed helps to form part of your compliance history. Should future occurrences of non-compliance occur, this shows your willingness to comply as measured on the matrix assessment referred to in the 'How is Compliance Assessed' information sheet.

The Ministry of Environment Compliance and Enforcement Policy and Procedure Manual can be found here: <https://www2.gov.bc.ca/gov/content/environment/research-monitoring-reporting/reporting/env-compliance-inspection-report>

Environmental Compliance Inspections Reporting can be found here: https://www2.gov.bc.ca/assets/gov/environment/research-monitoring-and-reporting/reporting/reporting-documents/environmental-enforcement-docs/ce_policy_and_procedure_2018.pdf

Environmental Protection Division

COMPLIANCE

OUR VISION

- COMPLIANCE WITH ALL REGULATORY REQUIREMENTS ESTABLISHED TO PROTECT THE ENVIRONMENT, HUMAN HEALTH AND SAFETY.

OUR GOALS

- REGULAR ROUTINE INSPECTIONS OF AUTHORIZED DISCHARGES
- VARIOUS SECTOR-WIDE AUDITS EACH YEAR
- EFFICIENT RESPONSE TO INCIDENTS OF NON-COMPLIANCE AND ENVIRONMENTAL COMPLAINTS
- IMPROVE VOLUNTARY COMPLIANCE WITH REGULATORY REQUIREMENTS
- TRANSPARENT PUBLIC REPORTING OF COMPLIANCE RESULTS



Ministry of Environment and Climate Change Strategy

HOW TO STAY IN COMPLIANCE

As a discharge authorization holder, you are responsible for adhering to the terms and conditions of your authorization. The following tips will help you remain in compliance. **Be aware:** Even if you hold an authorization, you still "must not introduce waste into the environment in such a manner or quantity as to cause pollution" as per the Environmental Management Act 6(4).

BE SURE YOU ARE AUTHORIZED CORRECTLY

Be sure all waste discharges from prescribed industries, trade, businesses, operations or activities are authorized by the Ministry of Environment and Climate Change Strategy, as your current authorization may not cover all of your waste discharges (see Schedules 1 and 2 of the Waste Discharge Regulation for full listing).

HIRE THE RIGHT QUALIFIED PROFESSIONAL:

If you are required to have a qualified professional carry out work for you, ensure they have expertise and experience in the field you require. Their experience should be specific to the waste and environment for your particular industry and site (for example if a groundwater study is required, then a hydrogeologist should be retained that has experience with your industry type).

UNDERSTAND YOUR AUTHORIZATION

Each authorization, whether a site specific permit or a registration under a Regulation or Code of Practice, has specific requirements that must be adhered to. Guidance documents can be found here: <https://www2.gov.bc.ca/gov/content/environment/>

waste-management/waste-discharge-authorization.

ASK YOURSELF THE FOLLOWING QUESTIONS:

- Are all required works in place prior to any waste discharge?
- What are your discharge limits?
- What monitoring and analysis are you required to do?
- What is the frequency of the monitoring and analysis?
- What are your reporting requirements?
 - Do you have to submit any routine information to the Ministry?
 - Routine report submissions and Annual Status Forms should be sent to envauthorizationsreporting@gov.bc.ca
 - Are you required to upload analytical results to the Environmental Monitoring System (EMS)? Be sure your lab will do this for you.
 - Are you required to send reports of non-compliance to the Ministry?
 - These reports should be sent to the Non-Compliance mailbox at EnvironmentalCompliance@gov.bc.ca
 - Be sure all spills are reported to the Provincial Emergency Program at 1-800-663-3456, in accordance with the Spill Reporting Regulation.

Guidance on proper formatting and procedures for submission of Routine Reports, Annual Status Forms, Non-Compliance Reports and Environmental Monitoring System Data (EMS data) can be found here: <http://www2.gov.bc.ca/gov/content/environment/waste-management/waste-discharge-authorization/data-and-report-submissions>

TIPS TO BE PREPARED FOR AN INSPECTION:

- Be aware of your Permit or Authorization requirements.
- If you have questions during or after an inspection – ask.
- Designate a contact person at your facility for ENV Staff inquiries.
- Be honest and transparent to show your willingness to comply.
- Be aware of areas at the facility where waste accumulates and is stored.
- A site plan of the facility can be useful.
- Organize records and have them easily accessible.
- Consider developing a self-assessment program at your facility to ensure that you are complying with environmental requirements.
- Remember: an inspector's goal is to keep your facility in compliance with the BC Environmental Management Act.

HOW IS COMPLIANCE MEASURED?

Compliance is measured against the requirements set out in your authorization or the regulation you are operating under. The facility/operation is assessed as either in or out of compliance with each individual requirement.

HOW WILL I RECEIVE INSPECTION RESULTS?

Soon after the inspection, the inspector will either email or hardcopy mail an inspection record outlining the inspection results.

COMPLIANCE DECISION MAKING MATRIX**ESCALATING ENVIRONMENTAL, HUMAN HEALTH OR SAFETY (ACTUAL OR POTENTIAL)**

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
CATEGORY A (HIGH)	ADVISORY	ADVISORY — WARNING	WARNING — ORDER — ADMIN SANCTION — ADMIN PENALTY	ORDER — ADMIN SANCTION — ADMIN PENALTY — INVESTIGATION	
CATEGORY B	ADVISORY — WARNING	WARNING — ADMIN PENALTY	INVESTIGATION		
CATEGORY C	WARNING — ADMIN PENALTY	WARNING — ORDER — ADMIN SANCTION — ADMIN PENALTY	ORDER — ADMIN SANCTION — ADMIN PENALTY — INVESTIGATION	INVESTIGATION <i>Note: Increasing significance of real or potential impacts and diminishing likelihood of compliance warrant the full investigative process (referral to COS). The outcome of the investigation may still be a lower level response, but should the process uncover more than expected, prosecutorial tools will be available.</i> Violation Tickets, Restorative Justice and Prosecution are all additional enforcement tools that do not show up on the matrix because they would be selected after an investigation occurs.	
CATEGORY D	WARNING — ORDER — ADMIN SANCTION — ADMIN PENALTY	INVESTIGATION			
CATEGORY E (LOW)	ORDER — ADMIN SANCTION — ADMIN PENALTY — INVESTIGATION				

DIMINISHING LIKELIHOOD OF COMPLIANCE: (COMPLIANCE HISTORY/WILLINGNESS AND CAPACITY TO COMPLY)

IF NON-COMPLIANCE IS DISCOVERED: THIS MATRIX IS USED TO ASSESS AND DETERMINE THE MOST APPROPRIATE TOOL TO ACHIEVE COMPLIANCE.

LEVELS OF ESCALATING ENVIRONMENTAL, HUMAN HEALTH OR SAFETY (ACTUAL OR POTENTIAL)

LEVEL 1: Does not or is not likely to result in impact, minor administrative.

LEVEL 2: Minor temporary impact, significant administrative.

LEVEL 3: Moderate temporary impact.

LEVEL 4: Significant temporary or permanent impact.

LEVEL 5: Severe known, or likely human health impact.

CATEGORIES OF LIKELIHOOD OF COMPLIANCE (COMPLIANCE HISTORY / WILLINGNESS TO COMPLY)

CATEGORY A: Indications of future and ongoing compliance are very high.

CATEGORY B: Indications of future and ongoing compliance are uncertain.

CATEGORY C: Indications of future and ongoing compliance are unlikely.

CATEGORY D: No Indication of future and ongoing compliance.

CATEGORY E: Indications of deliberate obstruction and non-compliance.

ASSESSMENT OF COMPLIANCE: An on-site inspection and/or an evaluation of submitted reports is conducted by a qualified environmental protection officer. These inspections can be planned or in response to a complaint. Verification activities determine whether an individual, business or sector is in compliance with the requirements that apply to that activity.

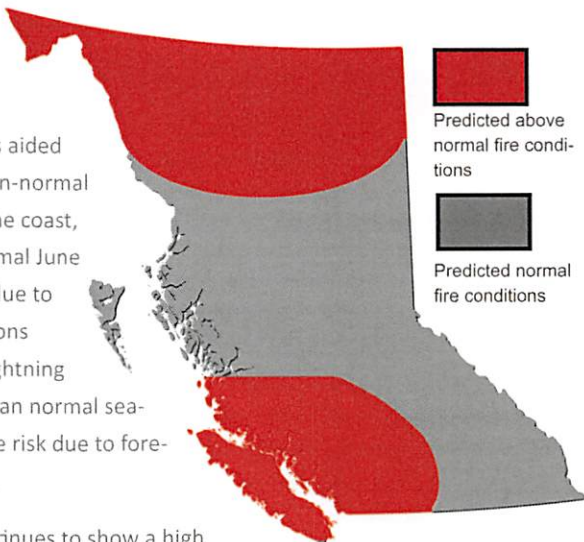


As of June 4, 2019

Summer Outlook (June - August) Drought indicators are above seasonal and forecasts are predicting above average temperatures for the entire province.

Snow pack levels are also significantly lower-than-average for this time of year, which may affect vegetative growth as well as water availability for wildfire suppression. A warmer-than-normal trend is expected to be most prominent in June and then scale back to near normal levels in July and August for the northern half of the province. The south, however, is expected to remain consistently warmer-than-normal.

In the short term, rainfall has improved conditions, which has aided firefighting efforts. However, forecasts are predicting less-than-normal rainfall over the next few months in most regions including the coast, southwest, southern interior, and far north. A drier-than-normal June could result in a greater total of area-burned for the season due to earlier availability of dry fuels. Although the number of ignitions across the province will strongly depend on the number of lightning strikes, fuel and weather conditions are indicating a busier than normal season. The adjacent map indicates areas that are at a higher fire risk due to forecasted information above, particularly below-normal rainfall.



Extended Outlook (September - November) This period continues to show a high probability of above seasonal temperatures. Areas of note are the coast and the southern and central interiors.

How does the BCWS predict a fire season?

This forecast was assessed by meteorologists and fire behaviour specialists who considered a range of broad fire environment factors and observed weather data. This includes accounting for conditions that affect soil moisture, fine fuel dryness and vegetation growth, which in turn influence the amount of fuel available for wildfires.

What factors influence this prediction?

The severity of a fire season is highly dependent on local weather patterns such as timing and amount of precipitation, length of dry periods, thunderstorms, and wind events. Long term weather models are useful to indicate trends and patterns over time, however daily weather cannot reliably forecast much beyond a few days in advance. The BC Wildfire Service maintains its levels of preparedness by studying forecasts, using experience from previous seasons and analyzing trends to give us a good indication of what to expect in the upcoming season. We will produce monthly updates of our season forecast, as we continue to collect data and utilize forecasting models.

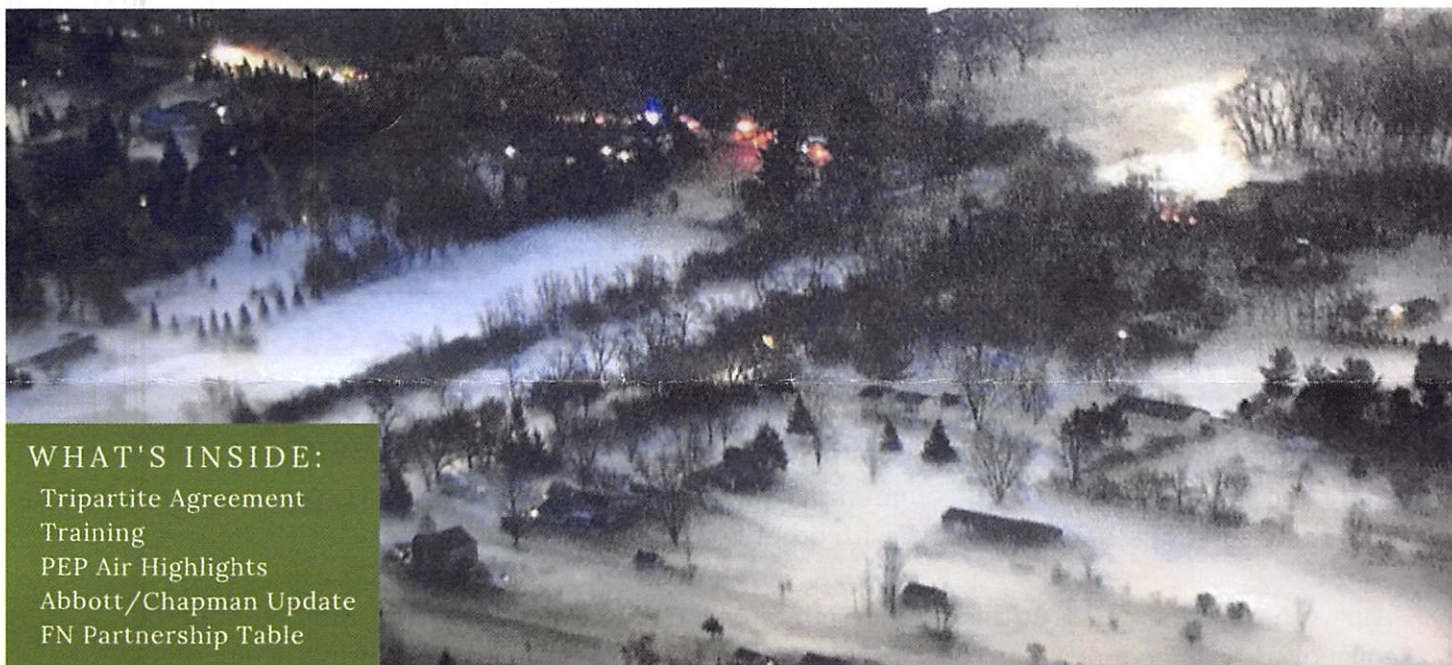
What can we do to prepare for an upcoming fire season?

Much of the fire starts at this time of year are human-caused and therefore preventable. This is a good time to review how we can all prevent wildfires heading into the 2019 season. For more information including resources on wildfire resiliency within our forests and communities, visit:

www2.gov.bc.ca/gov/content/safety/wildfire-status/prevention or www.FireSmartBC.ca



NORTHEAST EMERGENCY MANAGEMENT NEWSLETTER



WHAT'S INSIDE:

Tripartite Agreement
Training
PEP Air Highlights
Abbott/Chapman Update
FN Partnership Table

Anhydrous ammonia leak in Chicago, Illinois

TRIPARTITE AGREEMENT: FIRST NATIONS, EMBC, ISC

Vancouver, Coast Salish Territory, British Columbia

On April 27, 2019 a Tripartite Memorandum of Understanding (MOU) on emergency management was signed by Grand Chief Stewart Phillip (Union of British Columbia Indian Chiefs), Regional Chief Terry Teegee (British Columbia Assembly of First Nations), Cheryl Casimer and Robert Phillips (First Nations Summit), Minister Seamus O'Regan (Indigenous Services), and Minister Mike Farnworth (Public Safety and Solicitor General). This MOU leads the way to enhanced partnerships and emergency capacity that will benefit First Nations peoples and all British Columbians.

The MOU commits all parties to establish a formal relationship to hold collaborative, constructive and regular dialogue on emergency management issues. All parties will work in partnership to better support First Nations' capacity and ensure that their role in both the governance and operations of emergency management is acknowledged.

EMBC SPONSORED TRAINING

- May 21: EOC Essentials, Mackenzie
- May 22: HRVA, Williams Lake - Cancelled due to low registration
- May 29: EOC Operations, Williams Lake - Cancelled due to low registration
- May 30: Community Evacuations, McBride
- June 4: EOC Planning, Quesnel
- June 25: Community Evacuations, Bella Bella

GET PREPARED - KNOW WHAT TO DO

Board Meeting

JUN 13 2019

CCRD ITEM B(dd)



First Nations Partnership Table - Prince George

On April 25th EMBC hosted the First Nations Partnership Table on Lheidli T'enneh traditional territory in Prince George at the Uda Dune Baiyoh Hall. The partnership tables have been an important forum for Indigenous communities to express their views on emergency management in BC, create solutions, and collaborate with other communities and agencies.

Topics that were covered at this partnership table included communication, funding, training, collaboration and cooperation, agency roles, emergency support services (formerly emergency social services), and hazard risk vulnerability analysis.

Update on the Government's Action Plan: Responding to Flood and Wildfire Risk

On April 30, 2019 the Province of BC released an update on the Government's Action Plan: Responding to Flood and Wildfire risk. This action plan is commonly referred to as the Abbott/Chapman Report. The update provides information relating to:

- Partner engagement;
- Emergency management enhancements for 2019; and,
- Work underway on each of the 108 Abbott/Chapman recommendations.

The next update will be issued October 31, 2019.



Public Safety Lifeline Volunteer - PEP Air 113

The Provincial Emergency Program Air or PEP Air is a BC-wide volunteer aviation association dedicated to the promotion of Aviation Safety, and to the provision of air search support services to the National Search and Rescue Program.

Membership is open to aircraft owners and pilots, as well as to those who wish to receive training as spotters and navigators. Members receive training in fields such as aviation safety, meteorology, survival awareness search techniques and procedures.

PEP AIR augments Canadian Forces (CF) primary resources during actual SAR missions and often assume personal risk in challenging environments and adverse weather to help those in distress.

Currently, PEP AIR has over 100 aircraft that are crewed by more than 900 pilots, spotters and navigators. PEP AIR volunteers have given more than 25,000 hours of their time in volunteering in a single year.



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
ManagementBC

Coastal Fire Centre Status Report

Fire Activity			
Fires Currently Burning	5 (0 lightning-caused / 5 human-caused)* * Subtotals may not add up to the total; fires not classified as "lightning-caused" or "human-caused" are still under investigation		
New Fires Last Week	5		
	This Season (Since April 1 st)	Last Year (2018)	10 Year Average (2009-2018)
Total Fires to Date	30	29	21
Total Hectares to Date	222	41	20

Fire Prohibitions and Restrictions		
		
Open Burning	Campfires	Forest Restriction
Cat 2 - No Restriction	No Ban	Not in Effect
Cat 3 - No Restriction		
Click for more information on specific activities that are prohibited during a Category 3, Category 2, or Campfire ban or visit bit.ly/firestatus		

24HR Lightning Forecast
Cooler & cloudier conditions should accompany isolated showers (risk of an embedded thundershower) on Friday, favouring inland sections of the Mainland south of Toba Inlet.

Overview
Fire activity has been relatively quiet in the Coastal Fire Centre.

Weather Synopsis
SYNOPSIS: An upper ridge and relatively dry northwesterly flow aloft supports mainly sunny skies, above average temperatures, and moderate to low humidities throughout the majority of the region this afternoon while bands of instability associated with an upper trough centered east of the Coast Mountains draws on limited moisture to produce isolated showers and thundershowers over eastern sections of the Fraser and potentially Pemberton zones. Meanwhile, the leading edge of the next wave of Pacific moisture brings increasing system cloud to the Mid Coast and north end of the North Island zone with a risk of the odd minor sprinkle of rain this afternoon. A small upper trough associated with this afternoon's incoming system across the north intensifies somewhat as it pushes southward overnight. Cooler & cloudier conditions should accompany isolated showers (risk of an embedded thundershower) on Friday, favouring inland sections of the Mainland south of Toba Inlet while areas to the north (Mid Coast) and west (Vancouver Island) should see a mix of sun and cloud and only slightly lower temperatures and higher humidities than today. The convective showers favouring eastern Fraser, Pemberton, and south end of Sunshine Coast zone on Friday will likely produce highly variable amounts, (potentially heavy at times) while some areas see little to no rain.

3-5 Day Weather Outlook
OUTLOOK: A second small upper low/trough should slide down the BC coast Friday night & Saturday bringing isolated to scattered showers to all zones with generally more cloud than sun and near or slightly cooler than normal temperatures (mid teens to near twenty degrees). There is a risk of the odd embedded thundershower Saturday or Saturday night. A narrow ridge of high pressure should push inland Sunday and Monday bringing a warming and drying trend to all zones. Temperatures in some inland valleys likely rebound to near or slightly above 30 degrees by Monday afternoon as humidities dip to the 18% to 22% range. Generally light winds should dominate both Sunday and Monday afternoons.

Zone Activity Level					
	1	2	3	4	5
Fraser	X				
Pemberton	X				
SS Coast	X				
South Island	X				
Mid Island	X				
North Island/Mid Coast	X				

Zone Fire Danger Rating	
Fraser	Low gradating to high to the north
Pemberton	Low/Moderate w/ areas of High
SS Coast	Largely Low
South Island	Low/Moderate
Mid Island	Areas of High w/pockets of Extreme
North Island/Mid Coast	Low/Moderate

Coastal Fire Centre Zones
 <p>Click here for more information about the Coastal Fire Centre (Fire Danger Rating Maps, Danger Class Reports, Fire Weather Maps, Active Wildfires Map) or visit bit.ly/firestatus</p>

Prepared on 4/23/19

Board Meeting
JUN 13 2019
CCRD ITEM B(ee)







Coastal Fire Centre Status Report

Zone Activity Level	
Level 1: (Exporting)	
<ul style="list-style-type: none"> Low to normal fire activity; no additional resource support is anticipated Adequate resources to deal with anticipated fire demands Monitor and anticipate possible support for non-wildfire provincial emergencies Zone resources may be deployed to other zones, fire centres, and out of province 	
Level 2: (Exporting/Holding)	
<ul style="list-style-type: none"> There is an increase in fire activity; zone resources are adequate to meet their demands Monitor and anticipate possible support for non-wildfire provincial emergencies Limited resources may be deployable to other zones, fire centres, or out of province 	
Level 3: (Holding)	
<ul style="list-style-type: none"> There is an increase in fire activity; zone may not be able to meet local resource demands Resources from other zones / fire centres may be requested to assist zone activity Long term strategic planning becomes critical in determining what resources are needed where Zone staff on standby based on anticipated needs 	
Level 4: (Holding/Importing)	
<ul style="list-style-type: none"> The zone is experiencing a high level of fire activity Zone resources will need to be supplemented from other zones / fire centres / type 2 crews Out of province resource requests for specific or critical resources may be required if provincial resource capacity is not able to handle fire demands 	
Level 5: (Importing)	
<ul style="list-style-type: none"> The zone is experiencing very significant fire activity, and/or extreme fire behaviour; heavy demands on provincial and fire centre resources are occurring and anticipated to continue Resource capacity is supplemented with staff from Wildfire TEAMS, other Ministries, the forest sector, Fire Departments, and type 2/3 resources 	
Fire Stages of Control	
Out of Control	Describes a wildfire that is not responding (or only responding on a limited basis) to suppression action, such that the perimeter spread is not being contained.
Being Held	Indicates that (with the resources currently committed to the fire) sufficient suppression action has been taken that the fire is not likely to spread beyond existing or predetermined boundaries under the prevailing and forecasted conditions.
Under Control	The fire has received sufficient suppression action to ensure no further spread of the fire.

Disclaimer: The information in this status report is intended for general purposes only and should not be relied on for operational decisions as fires are dynamic and situations change quickly. The BC Wildfire Service makes no warranties or guarantees either expressed or implied as to the completeness, accuracy or correctness of the information, nor accept any liability arising from any incorrect, incomplete or misleading information contained therein.

Fire Danger Rating	
Status	Description
Low	Fires may start easily and spread quickly but there will be minimal involvement of deeper fuel layers or larger fuels.
Moderate	Forest fuels are drying and there is an increased risk of surface fires starting. Carry out any forest activities with caution.
High	Forest fuels are very dry and the fire risk is serious. New fires may start easily, burn vigorously, and challenge fire suppression efforts. Open burning and industrial activities may be restricted.
Extreme	Extremely dry forest fuels and the fire risk is very serious. New fires will start easily, spread rapidly, and challenge fire suppression efforts. Open burning, industrial activities and campfires may be restricted.

Wildfire Ranks	
Rank	Description
1	Characteristics: Smouldering ground fire, no open flame, white smoke, slow (i.e. creeping) rate of fire spread. Firefighting tactics: Direct attack with ground crews using hand tools and water delivery systems (i.e. pumps and hose).
2	Characteristics: Surface fire, visible, open flame, unorganised or inconsistent flame front, slow rate of spread. Firefighting tactics: Direct attack with ground crews using hand tools, water delivery systems, or heavy equipment. Hand constructed control lines and lines that have been cleared of combustible material will likely be successful.
3	Characteristics: Organised flame front – fire progressing in organised manner, occasional candling may be observed along the perimeter and/or within the fire, moderate rate of spread. Firefighting tactics: Hand constructed control lines alone are likely to be challenged, ground crews conducting direct attack may require air support from fixed-wing air tankers, skimmers or helicopters conducting bucketing or tanking operations. Control lines constructed by heavy equipment will generally be effective.
4	Characteristics: Grey to black smoke, organised surface flame front, moderate to fast rate of spread on the ground, short aerial bursts through the forest canopy, short-range spotting. Firefighting tactics: Ground operations may not be successful at the head of the fire, indirect tactics may be required to bring the head of the fire under control. Parallel attack may be used along the flanks of the fire to direct the head into favourable ground or fuels. Air operations may be required to support ground personnel.
5	Characteristics: Black to copper smoke, organised crown fire front, moderate to long-range spotting and spot fire growth. Firefighting tactics: The limited options available include indirect attack and planned ignitions to remove fuel in the path of this type of fire behaviour. Ground operations are often restricted to fighting the least active sections of the fire or conducting ground ignition operations from secure control lines with readily available escape routes and safety zones.
6	Characteristics: Organised crown fire front, long-range spotting and independent spot fire growth, possible fireballs and whirls, violent fire behaviour probable, a dominant smoke column may develop which influences fire behaviour. Firefighting tactics: Firefighting under these conditions is extremely dangerous. Suppression efforts will be well away from active fire behaviour and may include preparing structure protection measures or conducting indirect large-scale ignition operations in an attempt to steer the fire. Often, the safest and most prudent strategy is to pull resources back to safe areas, ensure that personnel and the general public are safe, and wait for fire behaviour to lessen before re-engaging in fire suppression operations.

					
RANK 1	RANK 2	RANK 3	RANK 4	RANK 5	RANK 6

Prepared on 4/23/19

British Columbia News

Keeping visitors to the Cariboo safe during emergencies

<https://news.gov.bc.ca/19904>

Saturday, June 1, 2019 1:45 PM

Bella Coola - Real-time information sharing during emergencies is one of the tools being developed to keep visitors to the Cariboo-Chilcotin safer this summer.

“The last two summers of unprecedented wildfires were hard on tourism-dependent communities,” said Lisa Beare, Minister of Tourism, Arts and Culture. “We know that one of the biggest challenges the industry faced was getting accurate, up-to-date information to visitors. This year, we’re helping the tourism sector prepare to keep visitors safe during emergencies and making sure tourism in affected areas can rebound quickly.”

The B.C. government is providing a total of \$200,000 in one-time grants to support regional destination marketing organizations’ emergency preparedness, including \$100,000 to the Cariboo Chilcotin Coast Tourism Association.

“Timely, accurate information is essential in emergencies,” said Jennifer Rice, Parliamentary Secretary for Emergency Preparedness. “The tourism sector can play a critical role in keeping people safe, especially in rural and remote areas. This investment is helping the industry plan ahead so people can get the information they need, when they need it, keeping visitors safe and local economies strong.”

The regional destination marketing organizations will use this funding to create a common set of communications tools, emergency management training for regional teams and co-ordinators, and expand their tourism database to enable real-time information sharing in the event of an emergency. Together, these activities will help mitigate the effects of natural disasters on B.C.’s tourism reputation through better preparedness, co-ordination and communication.

“We’re thankful for the provincial government’s support for our efforts to prepare and respond to disasters, and this investment for the Cariboo Chilcotin Coast region is timely and vital,” said Amy Thacker, CEO, Cariboo Chilcotin Coast Tourism Association. “As one of the regions hardest hit by recent events, our organization has led the development of a tourism emergency framework. This funding will help expand this work to other regions and interface with the broader emergency teams.”

The government announced the grants as part of B.C. Tourism Week, May 26-June 2, 2019, which highlights the industry’s vital importance to B.C.’s economy by creating jobs, strengthening communities and promoting year-round tourism in all four corners of the province.

Learn More:

Learn how tourism operators can prepare for emergencies:

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc>

Learn more about how to personally prepare for an emergency:

<http://www.emergencyinfbc.gov.bc.ca/>

Read the minister’s statement on B.C. Tourism Week

Board Meeting**JUN 13 2019****CCRD ITEM B(f)**

<https://news.gov.bc.ca/releases/2019TAC0039-001066>

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A backgrounder follows.

Media Contacts

Ministry of Tourism, Arts and Culture
Government Communications and Public Engagement
250 208-4309

Backgrounders

Facts about tourism and emergency preparedness

- The British Columbia government supports municipalities by investing more than \$145 million annually in the tourism sector.
- B.C. is a top destination for visitors from around the globe:
 - In 2018, more than six million visitors came to B.C.
 - In 2018, the tourism sector generated approximately \$18.4 billion in revenue and employed more than 137,000 people.
- Over the most recent two years, the Province has invested \$2.7 million to help attract tourists back to areas affected by wildfires.
- To support community resiliency in the face of wildfires, floods and other emergencies, the B.C. government gave a \$31-million boost to the Community Emergency Preparedness Fund (CEPF) for local governments and First Nations, bringing the total to \$69.5 million.
- The Province is also supporting volunteer and composite fire departments throughout B.C. with a \$5-million boost for equipment and training through the Province's CEPF.
- In addition, the B.C. government provided \$10 million in provincial funding to support communities in their recovery from the 2018 wildfire season.



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.

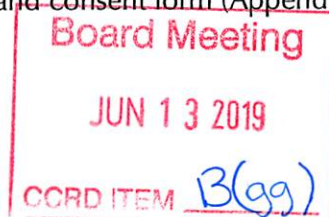
A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

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:

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- 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

1915/60/Call for Nominations-Items/Call for Nominations

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.

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 <i>(if there is more than one candidate for a position)</i> . |
| 2:45-5:00 pm | Elections for Table Officer positions <i>(if there is an election)</i> . |

THURSDAY, SEPTEMBER 26

- | | |
|--------------|---|
| 8:00-9:00 am | Elections continue for Table Officer positions <i>(if there is an election)</i> . |
|--------------|---|

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 <i>(if there is more than one candidate for a position)</i> . |
| 2:00-5:00 pm | Elections for the remaining Executive positions <i>(if there is an election)</i> . |

FRIDAY, SEPTEMBER 27

- | | |
|--------------|---|
| 7:30-8:30 am | Elections continue for the remaining Executive positions <i>(if there is an election)</i> . |
|--------------|---|

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.

**EXTRACT FROM THE UBCM BYLAWS:
EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS**

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;

- 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.

Board of Directors
Central Coast Regional District
PO Box 186
Bella Coola, BC
VOT 1C0

June 3, 2019

Dear Members of the CCRD Board:

This is in response to your letter dated May 14, 2019 rescinding the Central Coast Regional District's seat on the board of directors of the Bella Coola Resource Society.

The Bella Coola Resource Society hereby accepts your request to remove the CCRD appointee from our board of directors. We will be proceeding with a special resolution to change the Society's bylaws at our upcoming Annual General Meeting.

Yours truly,

Ken Dunsworth, President
Bella Coola Resource Society
PO Box 329
Hagensborg, BC
VOT 1C0





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**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
REQUEST FOR DECISION**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: June 13, 2019
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Letter Requesting Expansion of Recycling Regulation to Include Industrial, Commercial and Institutional Printed Paper and Packaging

RECOMMENDATION:

- 1. THAT the CCRD Board of Directors 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.**
-

ISSUE/BACKGROUND SUMMARY:

The quathet Regional District has contacted regional districts across the province (see attached correspondence) to request support in their efforts to lobby the province to expand the Recycling Regulation to require producers of Industrial, Commercial and Institutional (ICI) Printed paper and Packaging (PPP) to cover the costs of recycling.

Since the implementation of the hugely successful residential PPP program in 2014, frustrations have mounted at the apparent reluctance of the province to expand the Recycling Regulation to force producers of packaging and paper destined for commercial markets to assume the cost of recycling these materials.

Producers of these materials have long argued that the commodity value of materials such as cardboard was enough to encourage recycling and that there was no necessity for government involvement. This may have been the case to a limited degree in major centres with low transportation costs. It has never been the case in remote communities with high transportation costs. For this reason, most remote communities such as those in the CCRD, have been unable to offer recycling options to schools, hospitals and businesses wanting to recycle their paper, cardboard or other packaging.

With plummeting demand in world markets for recyclables, there is story after story of recycling piling up in Canadian warehouses and eventually being landfilled. With markets evaporating, market driven recycling initiatives are falling by the wayside in favor of simply landfilling materials.

In BC we are fortunate to have a Recycling Regulation that requires producers of many products to cover the costs of recycling through various Extended Producer Responsibility

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(EPR) Programs. These programs recognize that there is a cost associated with recycling and that we cannot simply rely on market demand to drive recycling and achieve the waste reduction targets set by the province and regional districts.

Well funded programs mean that remote communities like Bella Coola and Bella Bella are able to offer a full compliment of recycling options for residents, at a reduced cost to tax payers. Unfortunately, we cannot offer the full range of recycling options to ICI customers. Instead, we have to explain that the province wide PPP program is only for residential customers and that their materials will have to be landfilled. This is met with frustration on the part of ICI customers who watch local residents back into the recycle depot and offload the same cardboard boxes that they are forced to throw in the burn pile.

ICI customers in major centres are now faced with a lack of options to dispose of PPP recycling, especially in areas where transportation costs already made it a marginal business even at the height of commodity markets. This makes it an opportune time for regional districts across the province to lobby the provincial government to expand the Recycling Regulation to cover ICI PPP.

POLICY, BYLAW OR LEGISLATION:

The BC Recycling Regulation is the primary piece of legislation governing recycling in the Province of BC.

FINANCIAL/BUDGETARY/ASSET MANAGEMENT IMPLICATIONS:

There are minimal direct financial implications to the CCRD should the lobbying effort prove successful. An increase in volumes of recyclables (i.e. revenue increase) will help offset the fixed costs of running a recycling depot.

Further diversion of waste from the Thorsen Creek Landfill will increase the longevity of the landfill and further delay the point in time where we will be faced with shipping out waste (increase to costs).

TIME REQUIREMENTS – STAFF AND ELECTED OFFICIALS:

The Operations Manager incurred approximately 1.5 hours of time to research and write this report as well as the attached draft letter. Approximately 1 hour of additional staff time will be incurred in administration related to this initiative.

OPTIONS TO CONSIDER:

1. Decline the invitation by quathet Regional District to lobby the province in this matter.

Respectfully submitted,



Ken McIlwain, RPF,
CCRD Operations Manager

June 13, 2019

The Honourable George Heyman
Minister of the Environment and Climate Change Strategy
Room 112 Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister,

The Central Coast Regional District (CCRD) is writing to ask that the Ministry of Environment and Climate Change (MOECCS) to expand the scope of the Recycling Regulation for Packaging and Paper Product (PPP) to include the Industrial Commercial and Institutional (ICI) sector.

In 2014 many British Columbia local governments signed on to the Multi Materials BC (now Recycle BC) program. The program is only responsible for residential PPP, leaving the ICI sector including schools, hospitals, restaurants and entertainment events dependent on the private sector or local governments for access to recycling and does not hold the producers of the ICI PPP accountable to fund the costs for recycling.

Regional Districts, through their Solid Waste Management Plans are required to set waste diversion targets and restrict recyclable material from the garbage. With recent changes in the global commodity market, as a result of the Chinese National Sword, local governments are facing challenges that include reduced access or lack of access to recycling for the ICI sector. Without being included in the Recycling Regulation, ICI recyclables such as cardboard, paper, metal, plastic and glass containers run a huge risk of being landfilled. This shortfall in services will delay the ability of local governments to meet diversion targets set out in their Solid Waste Management Plans.

The communities within the Central Coast Regional District are some of the remotest in our province. Even at their peak, commodity markets for various recyclables were insufficient to cover transportation costs out of our communities, never mind the collection and processing costs. Within our regional district, the only way PPP recycling can work in the ICI sector, is to expand the scope of the recycling regulation to require producers of ICI PPP to cover the costs of recycling.

The CCRD is proposing a solution to avoid valuable resources like cardboard ending up in the landfill. The onus on local government to carry the burden of cost should instead be transferred to the producers of the PPP. The current model is unsustainable as the end user, taxpayers and business, are subsidizing the conglomerates.

If local governments are expected to reach diversion targets with no compensation from producers, recyclable materials may not be handled properly. We are not the only local government feeling the impacts of the Chinese National Sword and want to ask that the Ministry expand the current Recycling Regulation to include PPP from the ICI sector.

Thank you for your time. We respectfully ask that you move expediently to assist in promoting a healthy and sustainable environment.

Sincerely,

Samuel Schooner, Chair
Central Coast Regional District



**CENTRAL COAST REGIONAL DISTRICT
JUNE 2019 REPORT**

TO: Board Chair Samuel Schooner and Board Members
CC: Courtney E. Kirk, CAO
DATE: Thursday, June 13, 2019
FROM: Evangeline Hanuse, Local Government Intern
SUBJECT: Public Hearing Summary Report

RECOMMENDATIONS:

1. THAT the Public Hearing Summary Report be received.

This Public Hearing Summary Report's purpose is to recap the public hearing that took place surrounding Kris Knudsen's Rezone. The public hearing was open to the community and anyone who felt their interest might be affected was welcome to attend. Opportunity was also given to provide written comment to the writer prior to the public hearing. Details of this were advertised in the local newspaper, the Coast Mountain News, as a Notice of Public Hearing.

During the previous Board Meeting, on May 9, 2019, time was set from 1pm to 2 pm for the community to attend the public hearing. At this time there were no members of the public present with questions, comments or concerns. The Rezone was read for the fourth and final reading and adopted as Zoning Bylaw No. 71, Amendment Bylaw No. 487. For more details on the rezone please refer to the writer's report dated and submitted to the board on February 14, 2019.

There was a member of the public that dropped in regarding questions about the Rezone as he lives in close proximity to the rezone location. The writer was not present at the time and the individual did not leave his contact info for follow up.

Please accept this report as a submission for the public record of the rezoning. Thank you for your time and consideration.

Respectfully submitted,

ehanuse
Evangeline Hanuse





CENTRAL COAST
REGIONAL DISTRICT

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

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

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

REQUEST FOR DECISION

To: Board of Directors

From: Courtney Kirk, CAO/CFO

Meeting Date: June 13, 2019

Subject: Revenue Anticipation Borrowing Bylaw No. 489

Recommendation:

THAT Bylaw 489, cited as "Revenue Anticipation Borrowing Bylaw No. 489, 2019" be now introduced and read a first time.

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."

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."

Issue/Background Summary:

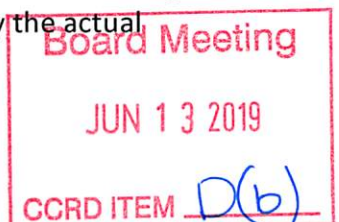
The regional district operates to a large extent, on the tax levy requisitioned from the province. Regular and extraordinary expenditures are paid for the entire fiscal year, but the annual requisition is not received until August. This bylaw allows administration to borrow funds to continue operations from January – July.

Policy, Bylaw or Legislation:

The *Local Government Act* provides for borrowing, by bylaw, pursuant to Section 404.

Financial/Budgetary/Asset Management Implications:

The annual tax requisition will exceed \$700,000 in 2019. This bylaw provides for borrowing of \$450,000. The costs of borrowing (interest expense) will be determined by the actual amount borrowed and the length of time it takes to pay it back.



Time Requirements – Staff and Elected Officials:

Minimal. Done in the normal course of business.

Options to Consider:

The CCRD already has a line of credit with the Williams Lake and District Credit Union. Any further extension to the line of credit will attract a 1% up-front, one-time fee. Regional District funds are also retained by the Municipal Finance Authority (Money Market Funds), and depending on the cash needs, may be redeemed without charge.

Staff is reviewing current rates and charges related to borrowing from financial institutions and will determine the course of action as and when appropriate.

Submitted by:



Courtney Kirk, Chief Administrative Officer/Chief Financial Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 489

A bylaw to provide for the borrowing of such sums of money as may be requisite to meet the 2019 current lawful expenditures of the Regional District.

WHEREAS the Board of the Central Coast Regional District is empowered by Section 404 of the *Local Government Act* to provide by bylaw for the borrowing of money that may be necessary to meet its current lawful expenditures before its revenue, from all sources, to pay for those expenditures has been received.

AND WHEREAS to meet the 2019 current lawful expenditure of the Regional District it is deemed expedient that the Board borrow an aggregate sum of \$450,000;

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

1. It shall be lawful for the Regional Board to borrow upon the credit of the Regional District from a chartered bank, credit union, or Municipal Finance Authority the sum of FOUR HUNDRED AND FIFTY THOUSAND DOLLARS (\$450,000), in such amounts as may be required and at the prevailing interest thereon;
2. Pursuant to Section 404(2) of the *Local Government Act*, all monies so borrowed and interest payable thereon shall be repaid when the anticipated revenue with respect to the annual tax requisition is received from the province;
3. The form of the obligation or obligations to be given as an acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Chairperson and the Chief Administrative Officer of the Regional District;
4. There is hereby set aside as security for the liability hereby authorized to be incurred, being that part of the tax requisition from member electoral areas for the year 2019 deemed by the Regional District expedient to be so set aside;
5. This bylaw may be cited as "Revenue Anticipation Borrowing Bylaw No. 489, 2019".

READ A FIRST, SECOND AND THIRD TIME this 13th day of June, 2019.

RECONSIDERED AND ADOPTED this 13th day of June, 2019.

Chairperson

Chief Administrative Officer

I hereby certify this to be a true and correct copy of Bylaw No. 489, 2019, cited as the "Revenue Anticipation Borrowing Bylaw No. 489, 2019", as adopted.

Chief Administrative Officer



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Destiny Mack, EA
Meeting Date: June 13, 2019 – Wuikinuxv Board Meeting
Subject: Revisions to Policy A-12 (b) Centennial Pool Pay Scale

Recommendation:

THAT the Board of Directors of the Central Coast Regional District review and approve revisions to Policy A-12 (b) Centennial Pool Pay Scale.

Issue/Background Summary:

Some revisions were missed during the March 29, 2019 Board Meeting when Policy A-12 (b) was put to the Board.

Policy, Bylaw or Legislation:

Policy A-12 (b) Centennial Pool Pay Scale

Financial/Budgetary Implications:

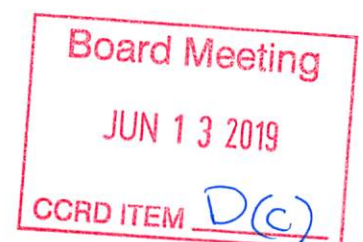
N/A

Time Requirements – Staff and Elected Officials:

Options to Consider: Review and approval

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer



CENTRAL COAST REGIONAL DISTRICT
POLICIES

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A-12(b) - Centennial Pool – Pay Scale

Policy:

1. The pay per hour for each staff member will be determined by the attached chart.
2. Proof of current awards in the form of certificates or cards, etc. must be supplied by staff to qualify for a given pay level.
3. If status goes up during a pay period, the rate of pay changes on the first day of the next pay period.

Clarification:

1. Past experience will be determined by the Pool Commission. The number of hours worked or volunteered and the type of work experience will receive due consideration. Thus, records of volunteer hours worked must be made available as appropriate.
2. An employee may receive a wage that is lower than the suggested base rate if that employee has less than the minimum qualifications (i.e. 15 years of age with only bronze medallion) but in any case, no employee will receive a wage which is lower than the provincial minimum wage.
3. First Aid is defined as :
LSS Aquatic Emergency Care, or
Standard First Aid, or
Emergency First Aid.
4. "Interim" award cards may be acceptable in the determination of hourly rate.

Adopted: September 13, 2000
Amended: November 02, 2005
Amended: October 12, 2006
Amended: July 07, 2011
Amended: November 10, 2011
Amended: June 14, 2012
Amended: May 9, 2013
Amended: May 14, 2015
Amended: April 13, 2017
Amended: March 29, 2018 *Version*

CENTRAL COAST REGIONAL DISTRICT
POLICIES

141

Position	Minimum Qualifications	Rate
Manager	<ul style="list-style-type: none">• Supervisory skills• Computer skills• Relevant Experience	\$18.60 - \$22.60
Aquatic Operation Supervisor	<ul style="list-style-type: none">• NLS-pool• CPR-C• Standard first aid• Pool Operators Certificate or equivalent experience• Relevant Experience	\$16.60 - \$20.60
Aquatic Program Shift Supervisor	<ul style="list-style-type: none">• Bronze Cross• WSI or LSI	\$16.60 - \$20.60
Guard	<ul style="list-style-type: none">• NLS-Pool• CPR-C• Standard first aid• Relevant Experience	\$14.60 - \$18.60
Aquatic Instructor	<ul style="list-style-type: none">• WSI or LSI• Bronze Cross• CPR C• Standard First Aid	\$14.60 - \$18.60
Aquatic Leader	<ul style="list-style-type: none">• Bronze Medallion• First Aid	\$13.85

- Increments: Pool Related certification will be awarded \$0.25 per proof of certification to a maximum of \$2.00
- Increments: Experience \$0.25 will be awarded for each year of paid experience at a pool to a maximum of \$2.00
- * Relevant Experience will be determined by the pool commission at time of hiring.
- OFA 2 and 3 will be increased by the industry standard.

CENTRAL COAST REGIONAL DISTRICT
POLICIES

142

A-12(b) - Centennial Pool – Pay Scale

Policy:

1. The pay per hour for each staff member will be determined by the attached chart.
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3. If status goes up during a pay period, the rate of pay changes on the first day of the next pay period.

Clarification:

1. Past experience will be determined by the Pool Commission. The number of hours worked or volunteered and the type of work experience will receive due consideration. Thus, records of volunteer hours worked must be made available as appropriate.
2. An employee may receive a wage that is lower than the suggested base rate if that employee has less than the minimum qualifications (i.e. 15 years of age with only bronze medallion) but in any case, no employee will receive a wage which is lower than the provincial minimum wage.
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Amended: May 9, 2013
Amended: May 14, 2015
Amended: April 13, 2017
Amended: March 29, 2018
Amended: March 14, 2019
Proposed Amendment: June 13, 2019 *with Revisions*

CENTRAL COAST REGIONAL DISTRICT
POLICIES

143

Position	Minimum Qualifications	Rate
Manager	<ul style="list-style-type: none"> • Supervisory skills • Computer skills • Relevant Experience 	\$18.60 - \$22.60
Aquatic Operation Supervisor	<ul style="list-style-type: none"> • NLS-pool • CPR-C • Standard First Aid • Pool Operators Certificate or equivalent experience • Relevant Experience 	\$16.60 - \$20.60
Aquatic Program Shift Supervisor	<ul style="list-style-type: none"> • Bronze Cross • WSI or LSI • CPR-C • Standard First Aid • Relative Experience 	\$16.60 - \$20.60
Guard	<ul style="list-style-type: none"> • NLS-Pool • CPR-C • Standard first aid • Relevant Experience 	\$14.60 - \$18.60
Aquatic Instructor	<ul style="list-style-type: none"> • WSI or LSI • Bronze Cross • CPR C • Standard First Aid 	\$14.60 - \$18.60
Aquatic Leader	<ul style="list-style-type: none"> • Bronze Medallion • First Aid 	\$13.85-\$15.85

- Increments: Pool Related certification will be awarded \$0.25 per proof of certification to a maximum of \$2.00
- Increments: Experience \$0.25 will be awarded for each year of paid experience at a pool or in management to a maximum of \$4.00
- * Relevant Experience will be determined by the pool commission at time of hiring.
- OFA 2 and 3 will be increased by the industry standard.