

October 11, 2019

Chair Samuel Schooner
Director Daniel Bertrand
Director Jayme Kennedy
Director Lawrence Northeast
Central Coast Regional District
626 Cliff Street
Box 186
Bella Coola, BC V0T 1C0

RECEIVED

OCT 21 2019

Central Coast Regional District

Dear Chair Schooner and Directors Bertrand, Kennedy and Northeast:

Re: UBCM Convention Session on September 23, 2019

On behalf of the UBCM Executive and membership I would like to thank you for your participation in **Financing Reconciliation: Supporting Inclusive Governance in British Columbia - "That We May Be Good People Together"** at the 2019 UBCM Convention.

UBCM appreciates the time and effort you devoted to making this an educational and informative session for our membership.

As a thank you gift, UBCM has made a donation to Kamloops Food Bank. Their foodSHARE program is the largest food recovery program operated by a food bank in Western Canada. 1.5 million pounds of close-dated perishable product was diverted from the landfill last year and delivered to 7,000 clients, 45 community agencies, and 6 farmers who use expired product for animal feed. This initiative is zero waste.

The success of our Convention depends on the assistance received from many individuals and your contribution was a notable factor in our having a very successful event.

Sincerely,



Josh van Loon
Senior Policy Analyst

C: Courtney Kirk, CAO

Board Meeting

NOV 14 2019

CCRD ITEM B(a)

Constituency Office:
446 Victoria Street
Kamloops, BC V2C 2A7
Phone: 250 374-2880
Fax: 250 377-3448
e-mail: todd.stone.mla@leg.bc.ca



116 Legislative Office:
Todd G. Stone, MLA
Parliament Buildings
Victoria, BC V8V 1X4
Telephone: 250 387-3442
Facsimile: 250 387-9100
Website: www.toddstonemla.bc.ca

TODD G. STONE, MLA
(Kamloops - South Thompson)

October 2, 2019

Mr. Travis Hall, Director at Large
Central Coast Regional District
Box 186
Bella Coola BC V0T 1C0

RECEIVED

OCT 21 2019

Central Coast Regional District

Dear Travis Hall,

Travis,

Congratulations on your election as Director at Large of the UBCM for the forthcoming year!

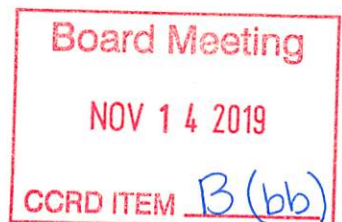
As Municipal Affairs and Housing Critic for the Official Opposition, I thank you for your continued commitment to local government and for serving the citizens not only of your community, but those across all of British Columbia. Together we can accomplish so much for the people we jointly represent.

To that end, please reach out to me at any time if I can be of assistance to you. My office number in Kamloops is 250-374-2880 and my e-mail address is t.stone@leg.bc.ca. My Official Opposition colleagues and I look forward to working with you.

Warm Regards,

A handwritten signature in blue ink, appearing to read "Todd Stone".

Todd G. Stone, MLA
Kamloops – South Thompson
Municipal Affairs and Housing Critic, Official Opposition, BC Liberal Caucus





RECEIVED

OCT 28 2019

Central Coast Regional District

October 21, 2019

Ref: 250042

Samuel Schooner, Chair
and Members of the Board
Central Coast Regional District
PO Box 186
Central Coast BC V0T 1C0

Dear Chair Schooner and Board Members:

As Minister of Municipal Affairs and Housing I would like to thank you and your community's delegation for meeting with me and my staff at the 2019 UBCM Annual Convention. I enjoyed our conversations and appreciated hearing about the successes and challenges in your community. I know this sentiment is shared by my colleagues, with whom you also may have met.

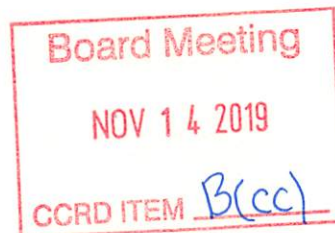
Information from the many and varied conversations at the Convention helps me better understand the needs facing communities and people throughout British Columbia. I will take the time to carefully consider the content of our specific meeting and ensure that any action items we may have discussed are documented in a more fulsome follow-up letter to you.

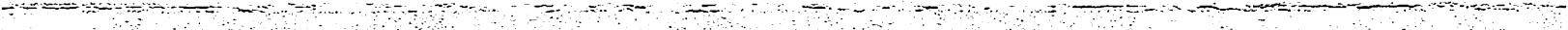
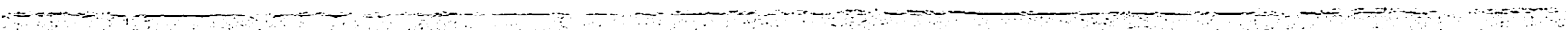
Thank you again for taking the time to attend the Convention and to meet with me. I will be in touch again in early November.

Sincerely,

Selina Robinson
Minister

Attachment







RECEIVED

OCT 28 2019

OCT 22 2019

Central Coast Regional District

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

Reference: 288749

Dear Chair Schooner,

Re: Thank you for meeting at UBCM 2019

Thank you for taking the time to meet with me at the Union of British Columbia Municipalities (UBCM) Convention in Vancouver. I was glad to have the opportunity to discuss your interest in a Central Coast SeaBus service, and your interest in seeing scheduled passenger transportation services on Highway 20 between Bella Coola and Williams Lake.

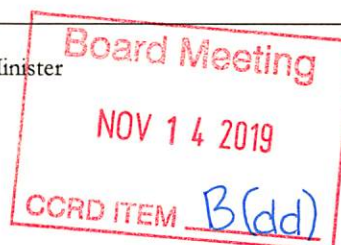
This convention is an essential part of my year, because I can connect face-to-face with leaders like you who know their communities better than anyone. Your neighbours and local businesses come to you first with their ideas and frustrations. The provincial government relies on your insight to guide our plans, and I want you to know how much I appreciate the work you do.

This year's theme of resiliency and change brought home how important it is for governments to collaborate so that we are ready for the unexpected challenges that can face us. We will always accomplish more together. As my ministry works to build a healthy and lasting transportation network with new options and new directions, consultation and partnership will continue to be at the heart of our approach.

I appreciated you sharing with me your kind words regarding the reinstatement of ferry services, and your thoughts on a potential SeaBus service to connect communities in the region.

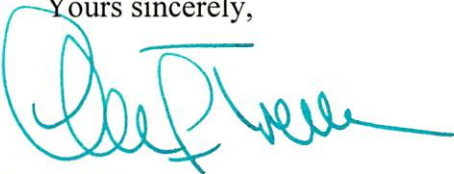
As you are aware, the provincial government is developing a long-term vision for ferry service and is engaging with stakeholders this fall to seek their feedback and ideas. Through this process, we will be able to identify what improvements could be made over the long term and how the ministry can better integrate ferry services within the existing transportation network. We will ensure your comments about connectivity between communities are kept in mind during this process.

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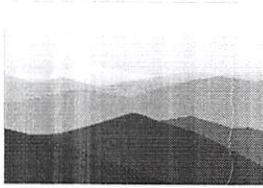
Thank you again for taking the time to meet with me, and thank you for everything you do to support your community.

Yours sincerely,



Claire Trevena
Minister

- Copy to:
- Grant Main, Deputy Minister
 - Kevin Richter, Associate Deputy Minister
 - Deborah Bowman, Assistant Deputy Minister
Transportation Policy and Programs Department
 - Renée Mounteney, Assistant Deputy Minister
Highway Services
 - Kirk Handrahan, Executive Director
Marine Branch
 - Andrea Mercer, Executive Director
Transit Branch



The Coast Sustainability Trust II

Eric van Soeren, Trustee

730 Walker's Hook Road
Salt Spring Island, B.C. V8K 1N5

Phone: 250-537-1533

Cell: 250-526-0533

Fax: 250-537-1534

Email: eric@vansoeren.net

www.coastsustainabilitytrust.com

October 15, 2019

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

RECEIVED
OCT 22 2019
Central Coast Regional District

Dear Travis Hall,

Re: The Coast Sustainability Trust II (CST II) – 2019 Third Quarter Report

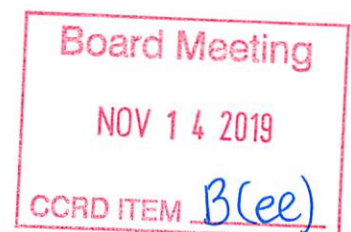
Enclosed for your information is a copy of the CST II - 2019 Third Quarter Report.

Thank you for your continued support and involvement in the CST II. Please feel free to contact me if you would like to discuss anything in the report or the CST II in general.

Yours truly,

Eric van Soeren
Trustee

encl.



The Coast Sustainability Trust II

Report of the Trustee as of September 30, 2019

General

The Province of British Columbia created the Coast Sustainability Trust (CST) in 2002 to mitigate the negative effects on workers, contractors and communities, including First Nations, of:

1. provincial government land use decisions related to the Land and Resource Management Plan process; and
2. the implementation of Ecosystem Based Management (EBM)

in the Central Coast, North Coast, Haida Gwaii, Comox Strathcona Regional District and the Regional District of Mount Waddington. In December 2007 the CST was rolled over into the CST II.

CST II Account Balances and Distributions

As of September 30, 2019, the CST II balances and distributions were as follows:

Account Balances		
Community Matching Fund Account		\$783,870
EBM Adaptive Management Account		\$609,440
EBM Matching Fund Account		<u>\$674,839</u>
Total available funds		<u>\$2,068,149</u>
Distributions to beneficiaries to date		
Forest Worker Severance	LRMP process	\$2,933,857
	EBM	\$2,155,976
Contractor Mitigation	LRMP process	\$10,749,764
	EBM	\$2,983,342
Community Matching Funds		\$19,716,913
EBM Adaptive Management Sub-trust		\$129,234
EBM Land Use Planning Sub-trust		\$209,068
ESAMDAP Sub-trust		\$132,486
EBM Training		\$625,150
EBMWG Sub-trust		\$1,633,855
Landscape Reserve Planning Sub-trust		<u>\$735,000</u>
Total Distributions to beneficiaries		<u>\$42,004,645</u>
Total available funds plus distributions		\$44,072,794

In addition to the original \$35,000,000 given to the CST, five other sub-trusts of the CST and CST II were funded by the province. These five sub-trusts combined have received a total of \$3,373,320 from the Province of BC. Further, during 2011 the BC Forestry Revitalization Trust advanced \$2,767,714 to the CST to help fund the mitigation of workers and contractors in Haida Gwaii that were negatively

impacted by the implementation of EBM. Income to date from investments of the CST has also exceeded total administration expenses by over \$2.9 million so there was no need to use any of the capital of the CST to fund its administration. This allows over \$4.0 million more than originally planned to go to beneficiaries.

Community Matching Fund Account

When the CST Community Matching Fund started operations, the Advisory Board agreed that decisions related to specific initiatives in the communities should be made at the local level as opposed to by the broader Advisory Board. Five Regional Steering Committees (RSCs) were formed. They were the Central Coast, Comox Strathcona, Mount Waddington, the North Coast, and Haida Gwaii.

In the case of Comox Strathcona, Haida Gwaii and Mount Waddington, all the available funds have been allocated to a variety of projects and have been disbursed, so those RSCs have been disbanded.

In the case of the North Coast, all the available funds were allocated to a variety of projects, and all but one of the projects has been completed and the funds have been disbursed. The remaining project is in progress the recipient is working with legal council to try to recover funds previously advanced, and still plans to complete the project during 2020, at which time the remainder of their CST grant will be disbursed.

Significant progress has also been made to date with in the Central Coast RSC, but there are still some unallocated funds committed to the Wuikinuxv and the Nuxalk First Nations.

Leverage of CST Community Matching Funds

Each of the five RSCs were allocated \$4,100,000 to use towards developing Regional Economic Development Strategies and to support individual initiatives that fit those strategies. As of September 30, 2019, funding has been and remains approved for a total of 269 projects. An additional 35 projects were approved but were subsequently abandoned by the applicant for a variety of reasons and did not receive CST funding. The main reason for applicants abandoning their projects was an inability to source sufficient matching funds or other forms of financing.

The total commitment from the CST is \$20,044,413, for projects worth a total of \$161,834,386. On average a total of \$8.07 goes into approved projects for each \$1.00 of CST funds committed.

Status of Community Matching Fund funding requests

The table on the following page shows the total value of the requests for assistance, and the progress in approving funding for each of the RSCs. As of September 30, 2019, Funding Agreements have been negotiated with proponents of all approved projects.

Types of Projects Approved for Community Matching Fund Assistance

Regional Steering Committee	Total Project Size	Amount Requested of CST	Rejected by CST or abandoned by applicant	Amount still under consideration by CST	Number of Approved Projects	Amount approved by CST	Amount disbursed by CST
Central Coast	\$27,776,742	\$7,091,220	\$3,196,640	\$250,000	65	\$3,644,580	\$3,367,080
Comox Strathcona	\$59,593,292	\$14,249,419	\$10,149,585	\$0	47	\$4,099,833	\$4,099,833
Mount Waddington	\$114,245,547	\$10,620,075	\$6,520,075	\$0	56	\$4,100,000	\$4,100,000
North Coast	\$75,666,499	\$10,384,990	\$6,184,991	\$	44	\$4,100,000	\$4,050,000
QCI Haida Gwaii	\$60,832,006	\$8,258,769	\$4,158,769	\$0	57	\$4,100,000	\$4,100,000
Total:	\$338,113,735	\$50,604,472	\$30,210,059	\$250,000	269	\$20,044,413	\$19,716,913

In order to stimulate economic activity, each RSC considers and approves projects that fit into the strategic priorities of their area or, if no formal strategic priorities have been developed, projects that clearly fall into the range of initiatives that likely would be included. The types of projects vary to some extent by the chosen strategic direction of each RSC. Following is a table that shows the type of projects approved for CST funding support:

Types of projects approved for CST Funding

Regional Steering Committee	Total Project Size	Amount approved by CST	Nature of Approved Project					
			Agriculture & NTFPs	Aquaculture & processing	Forestry	Infra-structure	Planning	Tourism
Central Coast	\$19,016,457	\$3,644,580	\$87,501	\$757,090	\$130,854	\$1,192,144	\$598,146	\$878,845
Comox Strathcona	\$32,887,773	\$4,099,833	\$12,500	\$1,137,000	\$0	\$824,000	\$190,500	\$1,935,833
Mount Waddington	\$38,767,183	\$4,100,000	\$91,400	\$292,111	\$15,000	\$1,652,856	\$39,500	\$2,009,133
North Coast	\$23,422,772	\$4,100,000	\$58,147	\$980,120	\$50,000	\$788,856	\$38,640	\$2,184,237
Haida Gwaii	\$47,740,201	\$4,100,000	\$200,549	\$274,060	\$162,398	\$1,836,754	\$165,232	\$1,461,007
Total:	\$161,834,386	\$20,044,413	\$450,097	\$3,440,381	\$358,252	\$6,294,610	\$1,032,018	\$8,469,055

Percent of Approved Amounts

2.2% 17.2% 1.8% 31.4% 5.1% 42.3%

In the Mount Waddington and Comox Strathcona Regional Districts and on the North Coast the highest concentration of project approvals related to the enhancement of tourism opportunities, with an emphasis on eco and cultural tourism. Examples are support for Nisga'a in the construction of a Welcome House in Gitwinksihlkw, the BC Ocean Boating Tourism Association, the construction or renovation of First Nations Big Houses and carving sheds, construction of First Nations owned tourist

accommodation in Haida Gwaii, Kitamaat and Klemtu, support for tourism associations on the Central Coast, Northern Vancouver Island and Haida Gwaii, production of an Art Route brochure in Haida Gwaii, assistance to the Haida in the construction of a cultural center and a totem pole carving project, assistance to the Kwakiutl First Nation of a resort upgrade, assistance to the Bella Coola Valley Museum to help make it an even better attraction, funding for self directed walking tours in Campbell River and the Comox Valley, a mountain Sports Centre and an outdoor wilderness centre at Mount Washington, bear watching operations in Phillips Arm for the Kwiakah First Nation and in the Orford River Estuary for the Homalco First Nation, and the promotion of movie film sites in northern Vancouver Island. In aggregate, 42.3% of CST funding has gone to assist tourism related projects.

Infrastructure improvements are another primary focus, and the biggest one in the Central Coast and Haida Gwaii. Some are aimed at enhancing tourism, such as adding an interpretive garden, salt water aquarium and movable webcams to the Visitor Information Centre in the Village of Queen Charlotte, creating or improving destination hiking or mountain biking trails, establishing a waterfront trail in Prince Rupert and renovating another so it is safe to use again, renovation of an RV park in the Village of Queen Charlotte, construction of RV and campground facilities and an all season all weather boat ramp in Campbell River, improving the dock at Holberg, upgrading the seaplane ramp in Seal Cove, Prince Rupert, improving cruise ship terminals, docks, harbours and marinas, and funding a new Bighouse in Bella Coola for the Nuxalk Nation. Other projects enhance industrial or commercial opportunities, such as an improved and expanded recycling transfer station in Prince Rupert, an industrial park in Port Alice, building a new town square in the Village of Queen Charlotte, or assistance in creating an Economic Development Zone on Quinsam Indian Reserve 12 in Campbell River. The Central Coast RSC voted to contribute \$35,000 to a Central Coast Business Enterprise and Visitor Centre, \$302,500 towards a project that provides Broadband Internet to the communities on the Central Coast, and \$400,000 to help the Wuikinuvxv acquire road building and maintenance equipment and barge facilities that would have been lost to them on the withdrawal of Western Forest Products from their area. Funding was also approved to assist in the installation of Broadband Internet in seven Northern Vancouver Island communities. In aggregate, 31.4 % of CST funding has gone to assist infrastructure related projects.

A third focus is shellfish aquaculture and both shellfish and fin fish processing. The Comox Strathcona and Mount Waddington RSCs jointly elected to help fund a Shellfish Industry Investment Attraction Initiative promoted by the Vancouver Island Economic Developers Association (VIEDA). This was expanded to assist in attracting investment for shellfish processing. Support was given to the BC Shellfish Growers Association to help it with a business and market development initiative. The Homalco First Nation received a grant to assist in developing a scallop farming venture. The Central Coast, North Coast and Haida Gwaii RSCs agreed to support a combined North Coast – Skeena First Nations Stewardship Society and Turning Points Initiative Society application for assistance in developing a coast wide shellfish aquaculture initiative. The Central Coast RSC has also provided support to the Heiltsuk Nation Shellfish Co-operative, the Kitisoo Wild Fisheries Operation and the Bella Coola Harbour Authority Ice Plant. The North Coast RSC has provided funding to assist in performing Biotoxin studies. On Haida Gwaii, the Skidegate and the Old Massett Haida have received funding to help in training shellfish farm workers at two pre-commercial pilot projects. The Comox Strathcona RSC has also agreed to help the Komox First Nation in its plans to build a new shellfish processing facility. In aggregate, 17.2% of CST funding has gone to assist aquaculture and processing related projects.

To date, CST funding has been fairly evenly split, with 52.0 % of funding going to First Nations sponsored initiatives, and 48.0 % going to civic community sponsored initiatives. In fact, a significant

number of initiatives related to shellfish aquaculture, tourism, planning and broadband internet installations were joint initiatives between First Nations and civic communities.

Employment Impact of CST Funding

Following is a table which displays the employment impact of CST funding. The numbers are based on a combination of information submitted in the original applications, quarterly reporting as the project proceeded, and results of a survey taken of recipients of CST funding after the projects were completed. Numbers shown are actual employment or contract positions and have not been reduced to full time equivalents. Spin off jobs were not included as, especially in the case of tourism, the provision of high speed internet and long range planning, they are very difficult to estimate.

Regional Steering Committee	Full time Jobs while Project Active	Part time Jobs while Project Active	Full time Jobs when Project Completed	Part time Jobs when Project Completed
Central Coast	41	136	268	269
Comox Strathcona	84	249	202	209
Mount Waddington	86	268	180	222
North Coast	126	174	186	107
Haida Gwaii	217	259	100	119
Total:	554	1,086	936	926

Ecosystem Based Management Matching Fund Account

The purpose of the EBM Matching fund is to help mitigate the negative impacts of the implementation of Ecosystem Based Management on forest workers, contractors and both civic and First Nations Communities in the CST operating area.

Eleven replaceable contractors and 35 employees that were identified as having been negatively impacted by the implementation of EBM on Haida Gwaii have received the mitigation for which they were eligible, with total mitigation paid out of \$5,139,318.

In addition, the CST II Advisory Board agreed that up to \$200,000 per RSC could be used to match with industry, First Nations and/or civic communities to provide training for people that want to enter the harvesting side of the forest industry. To date twenty-six training initiatives worth \$796,608 have been approved. Of those, approvals worth \$171,458 were abandoned, resulting in net approvals of \$625,150. All of the net approvals have now been disbursed. The Trustee continues to have discussions with several other contractors, First Nations and licensees that plan to develop training programs specific to the needs of their operations, and the employees they have or intend to hire.

EBM Adaptive Management sub-trust

The goal of the EBM Adaptive Management sub trust is to invest in the Central Coast, North Coast and Haida Gwaii plan areas by:

1. funding the successful implementation and management of an Adaptive Management program that supports the goals of Ecosystem Based Management,
2. funding projects in an Annual Work Plan approved by the Joint Land and Resource Forum, and
3. investing in and supporting Adaptive Management, Ecosystem Based Management, and other specific uses as directed by the donor.

To date, five contracts totaling \$139,449 have been signed related to Ecosystem Based Management Adaptive Management on the North and Central Coast. All those projects have been completed, and three came in under budget. Disbursements of \$129,234 have been made. The balance of the funds allocated to the EBM Adaptive Management sub-trust remains available for future projects. The Trustee is currently in discussions with staff from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development about possible new initiatives that will utilize these funds.

Landscape Reserve Planning sub-trust

The Landscape Reserve Planning (LRP) sub-trust was established in 2009 to support the First Nations represented by the Nanwakolus Council, the Coastal First Nations, and the Tsimshian Stewardship Committee in Landscape Reserve Planning. To date disbursements of \$735,000 have been made to those groups out of this fund. The balance of these funds was transferred to the EBM Adaptive Management sub-trust in the third quarter of 2019.

Looking Ahead

During the fourth quarter of 2019, I expect the following activity in CST II:

- Funding requests will continue to be received and evaluated by the one RSC that still has uncommitted funds.
- Funding Agreements for Community Matching Fund projects will continue to be signed and further disbursements will be made.
- The EBM Adaptive Management sub-trust will become active.
- More forest worker training programs will be developed by industry, First Nations and the Province of BC and be funded by the CST.

Eric van Soeren

Trustee

aa@ccrd.ca

From:
Sent: November 7, 2019 3:41 PM
To:
Subject: Re: Investigation: Lead in some Canadian water worse than Flint

Cheryl, Of course I want this information at the next board meeting as I originally requested. Lorraine Willis

On Nov 7, 2019, at 11:59 AM,

Good morning Lorraine,

I wanted to see if you would like this information to go to our next boarding meeting. The board meeting is next Thursday, November 14, 2019. If you have any questions please do not hesitate to call me at 250-799-5291.

Thank you

Cheryl Vaavaai

Administrative Assistant

<image001.jpg>

Central Coast Regional District

Box 186

Bella Coola, BC V0T 1C0

Tel: 250-799-5291 Fax: 250-799-5750

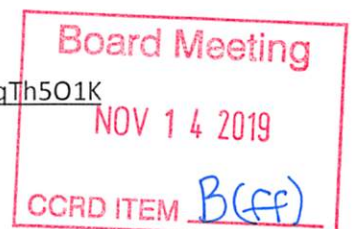
Web: www.ccrd.ca <image002.png>

From:
Sent: November 5, 2019 10:34 AM
To:
Subject: Investigation: Lead in some Canadian water worse than Flint

CCRD, considering the state of the valley's waterworks lines and considering Hagensborg water works consolidation, I do think it wise to check the lead levels in the valley's water supply. I have reason to be concerned as have found out that I have very high lead levels. Please discuss this at your next CCRD meeting.

Sincerely, Lorraine Willis

<https://apnews.com/24628f49af1e45219ee4b06c0a9a1229?fbclid=IwAR3NxeqTh5O1KD0cOEsydoRQLhJDcJBK8cfiobQYIZT1bAA8M3SRIZT00SI>



Investigation: Lead in some Canadian water worse than Flint

<image003.jpg>

MONTREAL (AP) — Hundreds of thousands of Canadians have been unwittingly exposed to high levels of lead in their drinking water, with contamination in several cities consistently higher than they ever were in Flint, Michigan, according to an investigation that tested drinking water in hundreds of homes and reviewed thousands more previously undisclosed results.

Residents in some homes in Montreal, a cosmopolitan city an hour north of the U.S.-Canada border, and Regina, in the flat western prairies, are among those drinking and cooking with tap water with lead levels that exceed Canada's federal guidelines. The investigation found some schools and day care centers had lead levels so high that researchers noted it could impact children's health. Exacerbating the problem, many water providers aren't testing at all.

It wasn't the Canadian government that exposed the scope of this public health concern.

A yearlong investigation by more than 120 journalists from nine universities and 10 media organizations, including The Associated Press and the Institute for Investigative Journalism at Concordia University in Montreal, collected test results that properly measure exposure to lead in 11 cities across Canada. Out of 12,000 tests since 2014, one-third — 33% — exceeded the national safety guideline of 5 parts per billion; 18% exceeded the U.S. limit of 15 ppb.

In a country that touts its clean, natural turquoise lakes, sparkling springs and rushing rivers, there are no national mandates to test drinking water for lead. And even if agencies do take a sample, residents are rarely informed of contamination.

"I'm surprised," said Bruce Lanphear, a leading Canadian water safety researcher who studies the impacts of lead exposure on fetuses and young children. "These are quite high given the kind of attention that has been given to Flint, Michigan, as having such extreme problems. Even when I compare this to some of the other hotspots in the United States, like Newark, like Pittsburgh, the levels here are quite high."

Many Canadians who had allowed journalists to sample their water were troubled when they came back with potentially dangerous lead levels. Some private homeowners said they plan to stop drinking from the tap.

"It's a little bit disturbing to see that there's that much," said Andrew Keddie, a retired professor who assumed his water was clean after replacing pipes years ago at his home in Edmonton, a city of almost 1 million in western Canada. What he couldn't do is replace public service lines delivering water to his house. After learning his water lead levels tested at 28 ppb, Keddie said he was "concerned enough that we won't be drinking and using this water."

Sarah Rana, 18, was one of tens of thousands of students who weren't alerted when her brick high school in Oakville, a town on the shores of Lake Ontario, found lead levels above national guidelines in dozens of water samples, the highest at 140 ppb. She found out on her own, looking at reports posted online.

"I was getting poisoned for four years and did not know about it," she said. "As a student, I think I should be told."

Leona Peterson learned of the contamination in her water after journalists found excessively high lead levels in 21 of 25 homes tested in her small, northwest port town of Prince Rupert. Peterson, who lives in subsidized housing for Indigenous people, had water that registered at 15.6 ppb.

"I was drinking from the tap, directly from the tap, without any knowledge that there was lead in the water," said Peterson. Her son was as well. Her response: "Hurt, real hurt."

The town of Prince Rupert, where whales, grizzly bears and bald eagles are common sights, is among more than a dozen communities along Canada's wild west coast where residents — many Indigenous — are living in homes with aging pipes, drinking corrosive rainwater that is likely to draw lead. But their province of British Columbia doesn't require municipalities to test tap water for lead.

Canadian officials where levels were high said they were aware that lead pipes can contaminate drinking water and that they were working to replace aging infrastructure.

And some localities are taking action. Montreal Mayor Valérie Plante vowed to test 100,000 homes for lead and speed up replacement of lead-lined pipes immediately after journalists sent her an analysis of the city's internal data revealing high lead levels across the city.

The media consortium filed more than 700 Freedom of Information requests and took hundreds of samples in people's homes to collect more than 79,000 water test results. But the findings are neither comprehensive nor an indication of overall drinking water quality in Canada. That doesn't exist.

"Because there is no federal oversight, everybody does what they want," said engineering professor Michèle Prévost, who quit working on a government study of school drinking water in frustration over the lack of lead testing. "Most provinces ignore this very serious problem." The government's approach to limiting lead in drinking water in Canada is starkly different from the U.S., where the Environmental Protection Agency sets legal standards under the federal Safe Drinking Water Act, and every person is supposed to receive an annual Consumer Confidence Report from their water provider by July 1 detailing lead test results.

There's no similar, routine testing or notice in Canada, with the exception of the 14 million-person province of Ontario, bordering the U.S. and the Great Lakes, which post results online.

"If that's not public, that's a problem," said Tom Neltner, a chemical engineer at the Environmental Defense Fund, a U.S.-based environmental group. "The public is more sensitive to the risks of lead, especially on children's development. Where you have transparency you have advocacy, and where you have advocacy you have action." In the U.S., however, even public water quality reports weren't enough to prevent the Flint, Michigan, drinking water crisis, brought on by a 2014 decision to temporarily pull water from a river as a cost saver while installing new pipelines. Some doctors raised concerns in Flint after noticing elevated lead levels in children's blood tests. Flint's water problems went well beyond lead: Excessive microbes turned the water reddish brown and led to a Legionnaires' disease outbreak that caused at least 12 deaths and sickened more than 90 people.

The Flint crisis sparked congressional hearings, lawsuits and scrutiny of lead testing across the country. Now officials in Newark, New Jersey, are scrambling to replace about 18,000 lead lines after repeated tests found elevated lead levels in drinking water.

Other communities are also responding. Nearly 30 million people in the U.S. were supplied drinking water that had excessively high levels of lead, from Portland, Oregon to Providence, Rhode Island between 2015 and 2018, according to an analysis of EPA data by the Natural

Resources Defense Council, an environmental group. Hundreds of people in the U.S. are suing local water authorities over the contamination.

Virginia Tech professor Marc Edwards, whose study of the Flint water system helped reveal the dangerous lead levels, reviewed the Canadian media consortium's findings.

"This is a significant health concern, people should be warned," said Edwards. "Something should be done."

In Canada, where lawsuits are less frequent and provinces — not the federal government — set water safety rules, the main source of lead in drinking water is antiquated pipes. At one government hearing, an expert estimated some 500,000 lead service lines are still delivering water to people in the country.

Some cities, like Montreal, are already working to replace them, tearing up streets and sidewalks with massive and expensive construction. But homeowners are almost always responsible for paying the cost of replacing the section of pipe between their property lines to their homes, a cost that can range from about \$3,000 to \$15,000, according to provincial studies.

Several other short-term solutions include having suppliers add anti-corrosives or altering water chemistry so it's less likely to leach lead from the insides of pipes as it heads for the tap. These are widely used and often mandatory in the U.S., but in Canada only the province of Ontario requires anti-corrosives in communities with older buildings and sewerage.

Studies have documented over years that even low levels of lead exposure can affect a child's IQ and their ability to pay attention. Children who are younger than 7 and pregnant women are most at risk from lead exposure, which can damage brains and kidneys.

Yet the consortium's investigation found day cares and schools are not tested regularly. And when they are tested, those results are also not public.

Documents obtained under the Freedom of Information laws included a 2017 pilot study of tap water at 150 day cares in the picturesque, lake-laden province of Alberta. It showed 18 had lead levels in drinking water at or above 5 ppb, which the researchers considered risky for the infants and toddlers. The highest was 35.5 ppb.

Canada is one of the only developed countries in the world that does not have a nationwide drinking water standard. Even countries that

struggle to provide safe drinking water have established acceptable lead levels: India's is 10 ppb and Mexico and Egypt's are 5 ppb, according to those country's government websites.

Joe Cotruvo, a D.C.-based environmental and public health consultant active in the World Health Organization's work on drinking water guidelines, hadn't realized that some provinces in Canada don't routinely test tap water for lead.

"Really? No kidding," he said. "In the U.S., if there is a federal regulation, states are required to implicate it. If they don't, they're functioning illegally."

Drinking water testing and treatment methods are also inconsistent in Canada.

In the U.S., in-home tests are taken first thing in the morning, after water has stagnated in pipes for at least six hours. This provides a worst-case scenario, because after water runs through pipes for a while, lead levels often decline.

In Canada, provinces have set their own rules, which range from not testing at all, to requiring a sample to stagnate before testing. Few are treating the drinking water itself to lower lead levels.

Maura Allaire, an assistant professor of water economics and policy at University of California, Irvine, was surprised Canada's major water suppliers aren't routinely required to add anti-corrosives to drinking water.

"Yikes, I could imagine in older cities if they're not doing corrosion control what can happen when acidic water touches lead pipes in homes," she said.

She recommends Canadian officials start to address the problem by collecting better information.

"Once you have better information, there can be targeted efforts, to really try to prevent corrosion," she said. "The big discussion in the U.S. among politicians is to replace the pipes, but that takes time and is costly. If there's lead in the water, you've got a public health problem that needs to be dealt with now."

The Institute for Investigative Journalism at Concordia University in Montreal members: concordia.ca/watercredits



October 31, 2019

Honourable Katrine Conroy
Minister of Children & Family Development
PO Box 9422 STN PROV GOVT
Victoria, BC, V8W 9V1

Honourable Katrina Chen
Minister of State for Childcare
PO Box 9422 STN PROV GOVT
Victoria, BC, V8W 9V1

Re: Deadline Extension Request - Community Child Care Space Creation Program

Dear Ministers,

The Alberni-Clayoquot Regional District (ACRD) Board of Directors were very pleased with the recent announcement for the second grant intake for the Community Child Care Space Creation Program and Community Child Care Planning Grant Program.

The ACRD, City of Port Alberni, District of Ucluelet and District of Tofino applied for and were successful in receiving funding for the Child Care Planning Project in 2019. Work on the regional Child Care Action plan commenced as soon as the grant funds were released. The project was initiated in May 2019 with project activities spanning a six-month timeline. The final report will be presented to the ACRD Board in November 2019, which includes recommendations as well as short and long-term opportunities for space creation. Through this process, local communities have heard the need for affordable and accessible childcare in the region and plan to expedite action to ensure progress is made where possible. The Community Child Care Space Creation grant program will assist us to continue the work we began earlier this year to address childcare needs in the region.

At the October 23, 2019 ACRD Board of Directors meeting, the Board of Directors passed the following motion:

"THAT the Alberni-Clayoquot Regional District Board of Directors write a letter to Minister Conroy, Ministry of Childcare and Family Development and Minister Chen, Ministry of State for Childcare requesting the application deadline for the Community Child Care Space Creation Program be extended from November 22, 2019 until the end of January, 2020 allowing communities additional time to implement their Child Care Planning Action Plans and to develop local partnerships AND FURTHER a copy of this letter be forwarded to Scott Fraser, MLA, Mid-Island- Pacific Rim and all other Regional District's in British Columbia."

Board Meeting

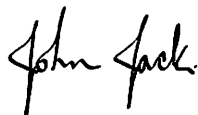
NOV 14 2019

B(gg)

The ACRD Board of Directors is requesting the application deadline for the Community Child Care Space Creation Program be extended from November 22, 2019 until the end of January 2020 allowing communities additional time to implement their Child Care Planning Action Plans and develop local partnerships.

Your consideration of our request is greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "John Jack". The signature is written in a cursive style with a large initial "J".

John Jack,
Chairperson

CC Honourable Scott Fraser, MLA (Mid Island-Pacific Region)
BC Regional Districts & Municipalities

CENTRAL COAST REGIONAL DISTRICT

BYLAW No. 467

Being a bylaw to repeal the Central Coast Regional District Board Meeting Procedures Bylaw 449, 2015 and replace with Central Coast Regional District Board Meeting Procedures Bylaw 467, 2016.

WHEREAS Section 225 of the Local Government Act (RSBC 2015) directs the Board of the Central Coast Regional District to regulate Board Meetings by bylaw,

NOW THEREFORE the Board of the Central Coast Regional District in open meeting assembled ENACTS AS FOLLOWS:

SHORT TITLE

- 1. a) This Bylaw may be cited as the "Central Coast Regional District Board Meeting Procedures Bylaw 467 490, 2016 2019."

BOARD MEETINGS

Definitions

- 2. In this Bylaw:

"Board" means the Board of Directors of the Regional District;

"CCRD" means the Central Coast Regional District;

"CCRD's notice board" means the notice board located at the Regional District's Administration Office.

"Chair" means the Chair of the Regional District;

"Community Charter" means "Community Charter, Chapter 26, 2003" as amended from time to time by the Provincial Government;

"Emergency" the definition of an emergency situation will be determined by the Chief Administrative Officer in conjunction with the Chair.

"Person responsible for Corporate Administration" means the Chief Administrative Officer or his/her alternate to which has also been assigned the corporate officer responsibilities of a director of Corporate Administration for the Regional District; [s. 236 LGA]

"Local Government Act" means the "Local Government Act (RSBC 2015)" as amended from time to time by the Provincial Government;

Stamp: Board Meeting, NOV 14 2019, CCRD ITEM D(a) 1)

Stamp: Board Meeting, OCT 10 2019, CCRD ITEM D(i)

“Mail” includes electronic mail constituting of attached documents in Microsoft Word or PDF format.

“Member” means a member of the sitting board of directors.

“Regional District” means the Central Coast Regional District.

“Regional District’s administration office” means the Regional District’s offices located at 626 Cliff Street, Bella Coola, British Columbia.

“Regular meeting” means regular and in camera monthly meetings of the Board held on the second Thursday of each month (with the exception of January and August).

“Special meeting” means either a board meeting other than a statutory, regular or adjourned meeting and includes workshops of the full board, public meeting held outside of the time of a regular meeting, or an in-camera meeting closed to the public in accordance with Div 3 of the *Community Charter*, that is called by the Board to deal with a specific item(s).

“Vice-Chair” means the Vice-Chair of the Regional District.

“Workshop” means a special meeting of the board for the purpose of focus on a particular topic that is timely for the business of the regional district and that may require further depth of review and discussion than time would allow in a regular meeting of the board but that does not intend decision-making by the board. Matters that arise during a workshop requiring decision must be tabled as a resolution at the next regular meeting of the board. A workshop is not a regular meeting, is not the result of statute and that is not the continuation of an adjourned meeting.

Application of Rules of Procedure

3. a) All meetings of Board shall be governed by:
 - i) the *Local Government Act*;
 - ii) as further regulated in this Bylaw; and
 - iii) where it is not inconsistent with provisions of this Bylaw or the *Local Government Act*, by *Robert’s Rules of Order*.

Inaugural Meeting

4. a) The inaugural meeting of the Board must be held after November 1 in each year, in accordance with section 215(1) of the *Local Government Act*.
- b) The inaugural meeting shall be chaired by the Person responsible for corporate administration or a Member until such time as the Chair and Vice-Chair have been elected. The Person responsible for corporate administration or a Member shall act as the Chair only for the purpose of conducting the election of the Chair and Vice-Chair.

Election of Chair and Vice-Chair

5. a) The Board shall elect a Chair and Vice Chair from amongst its Members at the first meeting held after November 1st in each year pursuant to section 215(1) and (4) of the *Local Government Act*

Time and Location of Meetings

6. a) Unless otherwise determined by resolution of the Board, Regular and In Camera Meetings shall be held on the second Thursday of each month, excluding the months of January and August.
- (b) A board may from time to time re-schedule a regular board meeting to a different date and time by resolution of the board.
- b) Regular Meetings and In-Camera Meetings of the Board shall be held in the Regional District's administration office, unless the location is changed by resolution of the board. ~~except that one Regular Meeting per year shall be held in either Electoral Area 'A', or Electoral Area 'B'. The location of meetings held in Electoral Area 'A' or Electoral Area 'B' shall alternate from year to year.~~
- c) Regular Meetings shall be called to order at 9 am ~~8.30am~~ or, in the event of weather or travel interruptions, as soon as quorum is assembled. ~~if no quorum is present at that time, as soon as a quorum is assembled. Where no quorum has been assembled by 11:00 a.m., the meeting shall be deemed cancelled.~~
- d) Regular meetings of the Board must be adjourned by 7 pm on the day scheduled for the meeting unless the Board resolves by unanimous vote to proceed beyond that time, and except for the regular meetings of the Board scheduled for February and September, which shall take place over two days. Items remaining on the agenda will be added to the agenda for the next regular meeting under Unfinished Business. ~~Subject to the meeting extension provisions of this Section, Regular Meetings shall be adjourned not later than 8:00 p.m.~~
- ~~e) Where the business of a Regular Meeting is not concluded by 8:00 p.m., the Chair may order the meeting extended by 1 hour.~~
- ~~f) Where the business of a Regular Meeting is not concluded by 9:00 p.m., the Board may, by resolution, extend the meeting by a further 30 minutes.~~
- ~~g) Where the business of a Regular Meeting is not concluded by the time the meeting is adjourned, the unfinished business shall be placed on the agenda of the next Regular Meeting.~~

Notice of Regular Meetings

7. a) At least 72 hours before any meeting regulated by this Bylaw the Person responsible for corporate administration must give public notice of time, place

and date of the meeting by way of a notice on the CCRD's notice board and on the CCRD website.

- b) At least forty eight (48) hours before a regular meeting of the Board, the person responsible for corporate administration must give further public notice of the meeting by:
 - i) posting a copy of the agenda and supporting materials on the CCRD's notice board and website; and
 - ii) leaving copies of the agenda at the reception counter at the Regional District Offices for the purposes of making them available to members of the public.

Notice of Special Meetings

- 8. a) Except where notice of a special meeting is waived by a unanimous vote of all directors under Section 220(3) of the *Local Government Act*, before a special meeting of the Board the person responsible for corporate administration must:
 - i) at least 24 hours before the date of the meeting, give notice of the general purpose, time, place and date of the meeting by way of a notice posted on the CCRD's notice board and website; and
 - ii) at least 5 days before the date of the meeting, mail to each member the notice of the general purpose, time, place and date of the meeting.
- b) Despite section 8(a), in the case of an emergency, notice of a special meeting may be given in accordance with section 220(4) of the *Local Government Act*, and (a) with the consent of the Chair and 2 Directors, less than 5 days before the date of the meeting, and (b) need not be given in writing.

Notice of In Camera Meetings

- 9. a) As per s. 89 of the *Community Charter*, a meeting of the Board must be open to the public except as provided in Division 3 of the *Community Charter*.
- b) Notice of In Camera Meetings which are closed to the public pursuant to section 90 of the *Community Charter* shall be deemed to be given in conjunction with the Notice of Regular Meetings under section 7 of this bylaw. In the event that an In Camera Meeting is also a Special Meeting provisions of section 8 apply.

Electronic Meetings

9. a) Subject to the conditions set out in the *Community Charter*, sections 128 (1), (2) and (3) and where sections 221(1), (2) or (3) of the *Local Government Act* are met, a **special** Board meeting may be conducted by means of electronic or other communication facilities if:
- (i) the Chair requires it pursuant to making a declaration of a state of local emergency under the *Emergency Program Act, RSBC 1996, c. 111*; or
 - (ii) the Board requires it.
- b) Subject to the conditions set out in the *Community Charter*, sections 128 (1)(b) and where sections 221(2) of the *Local Government Act*, a Member who is unable to attend at a **regular or special** Board meeting, in person, may participate in the meeting by means of electronic or other communication facilities ~~where the member is:~~ **due to:**
- (i) physical incapacity due to injury or illness;
 - (i) inclement weather;
 - (ii) physical absence from the Regional District boundaries while acting in the capacity as a Member on Regional District Matters; or
 - (iii) the presence of an emergency under the *Emergency Program Act, RSBC 1996, c. 111*;
 - (iv) another reason which, in the view of the Board, renders attendance in person by the Member impractical.
- c) Any Member participating at a meeting in accordance with section 9(b) must be in receipt of the agenda and any applicable staff reports as have been provided to Members not participating electronically before the Board meeting and any information handed out at the Board meeting must be sent to that Member during the meeting or the matter will be adjourned to the next regular meeting.
- ~~The only exception to the statement above is with respect to **in-camera** meetings where no agenda or staff reports are made available to any member who is not at the meeting; and for the purpose of ensuring and maintaining confidentiality no board member may participate in an in-camera meeting electronically.~~
- d) Notice of a special Board meeting required under section 8 and conducted under section 9(a) must contain information of the way in which the meeting is to be conducted and the place where the public may attend to hear, or watch and hear, the proceedings of the meeting that are open to the public.
- e) A Member participating electronically by audio means only must indicate his or her vote verbally.
- f) A minimum of one Board member must be physically present in the designated meeting location identified in the public notices.
- g) Although every effort will be made to accommodate electronic participation in meetings, nothing in this Bylaw shall be construed to guarantee any Director electronic access to a Board Meeting. In the event of an equipment failure or

other occurrence which prevents or limits electronic participation, the Board Meeting will not be adjourned unless a quorum is no longer present. Electronic participation in Board Meetings may be restricted by the capacity or dependability of the equipment employed.

BOARD PROCEEDINGS

Attendance at Public Meetings

10. a) Subject to Section 226(1) of the *Local Government Act* and Section 90 of the *Community Charter*, all meetings shall be open to the public.
- b) Pursuant to Section 90 of the *Community Charter*, meetings may be closed to the public. Before closing a meeting or part of a meeting to the public, the Board must pass a resolution in a public meeting in accordance with section 92 of the *Community Charter*.
- c) This section applies to all meetings of the bodies referred to in section 93 of the *Community Charter*

Attendance at In Camera Meetings

11. a) Pursuant to s.91 of the *Community Charter* the board may allow one or more officers and employees to attend or exclude them from attending, as it considers appropriate. In the event the board excludes the Recorder and/or the Chief Administrative Officer from the meeting, the board shall make provision for documenting the proceedings and for recording the meeting minutes.
- b) Members attending a Special In-Camera Meeting or a portion of a regular meeting held in camera via electronic means are responsible for ensuring that their participation is not overheard or otherwise accessible to members of the public.

Minutes of Meetings

11. a) Minutes of the Board meetings shall be administered pursuant to Section 223 of the *Local Government Act*. For the purposes of section 223 of the *Local Government Act*, the designated officer is the person responsible for corporate administration.
- b) In accordance with sections 97(1) and (2) of the *Community Charter*, minutes of the proceedings of the Board or of a body referred to in section 97 must be open for public inspection at the Regional District offices during their regular office hours, unless,
- c) Subsection 97(1)(b) and (c) relates to minutes of a Board meeting for that part of the meeting that is closed to the public pursuant to section 90 of the *Community Charter*.

Calling Meeting to Order

12. a) A quorum for a meeting of the Board shall be the majority of the Members of a Board.
- b) As soon after the time specified for a Board meeting as there is a quorum present, the Chair, if present, must take the chair and call the Board meeting to order, however, where the Chair is absent, the Vice- Chair must take the chair and call such meeting to order.
- c) If a quorum of the Board is present but the Chair or the Vice-Chair do not attend within 15 minutes of the scheduled time for a Board meeting:
 - i) the person responsible for corporate administration must call to order the Members present, and
 - ii) the Members present must choose a Member to preside at the meeting; and the Member chosen to preside shall do so unless the Chair or Vice-Chair arrives, in which case, the Chair or Vice-Chair shall preside at the meeting.

Agenda

13. a) Prior to each Regular Board meeting, the person responsible for corporate administration must prepare an agenda setting out all the items for consideration at that meeting.
- b) The deadline for submissions by the public to the person responsible for corporate administration of items for inclusion on the Regular Board meeting agenda is 4:00 pm seven days prior to the meeting.
- c) At least 48 hours before a regular meeting of the Board, the person responsible for corporate administration must deliver a copy of the agenda with any applicable staff reports to each Member at the place where the Member has directed notices be sent and place a copy of the agenda and supporting documentation on the Regional District website.
- d) At least 24 hours before a special in-camera meeting of the Board, the person responsible for corporate administration must deliver a copy of the agenda notice (noting relevant sections of Section 90 of the *Community Charter*) to each Member at the place where the Member has directed notices be sent and post a copy of the agenda notice on the Regional District website. Supporting documentation will only be handed out to Members physically present at the start, and collected at the end of the Special In-Camera Meeting. Documentation may be delivered electronically to Members attending a Special In-Camera Meeting by electronic means using password protected or other reasonably secure means. Members in receipt of Special In-Camera Meeting electronic documentation must

~~delete the documentation at the close of the Special In-Camera Meeting. To uphold and ensure confidentiality Members must be physically present to attend an in-camera meeting. There will be no provision for Members to attend in-camera meetings electronically, nor be provided an in-camera agenda, or take part in any in-camera meeting electronically.~~

- e) The Board must not consider any matters not listed on the agenda unless a new matter for consideration is properly introduced as a late item pursuant to section 15.

Order of Proceedings and Business

- 14. a) The business of every Regular Meeting of the Board shall follow an agenda prepared in the form outlined in Schedule “A” attached to and forming part of this Bylaw.

Late Items

- 15. a) An item of business not included on the agenda must not be considered at a Board meeting unless introduction of the late item is approved by the Board at the time allocated on the agenda for such matters.
- b) If the Board makes a resolution under section 15(a), information pertaining to late items must be distributed to the Members.

Voting at Meetings

- 16. a) The following procedures apply to voting at Board meetings:
 - i) when debate on a matter is closed the Chair must put the matter to a vote of Members;
 - ii) after the Chair finally puts the question to a vote under subsection (i), a Member must not speak to the question or make a motion concerning it;
 - iii) the Chair’s decision about whether a question has been finally put is conclusive;
 - iv) where a Member calls for a recorded vote, the names of the Members voting in favour and those opposed shall be recorded by the Person responsible for corporate administration.

Delegations

- 17. a) The board may, by resolution, allow an individual or a delegation to address the Board at the meeting on the subject of an agenda item, provided written application on a prescribed form has been received by the person responsible for corporate administration by 4:00 pm seven days prior to the meeting. Each address must be limited to 15 minutes unless a longer period is agreed to by unanimous vote of those Members present. The prescribed form upon which

written application is made for the purposes of Section 17(a) is outlined in Schedule “C” attached to and forming part of this Bylaw.

- b) The Board must not permit a delegation to address a meeting of the Board regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a prerequisite to the adoption of the bylaw.
- b) The person responsible for corporate administration may schedule delegations to another Board meeting or Advisory Body as deemed appropriate according to the subject matter of the delegation.
- d) The Person responsible for corporate administration may refuse to place a delegation on the agenda if the issue is not considered to fall within the purview of the Board. If the delegation wishes to appeal the decision of the person responsible for corporate administration, the person responsible for corporate administration must distribute the information under separate cover to the Board for their consideration.
- e) The Chair may deny any delegation the right to address a meeting if, in the Chair’s opinion, the spokesperson or any member of the delegation:
 - i) uses offensive words in referring to any Member or member of the public;
 - ii) shouts, immoderately raises his or her voice, or uses profane, vulgar or offensive language, gestures or signs; or
 - iii) addresses issues not contained within the written application of the individual or delegation.

BYLAWS

Adoption of Bylaws

- 18. The procedure for the adoption of bylaws shall be as outlined in Schedule “B” attached to and forming part of this Bylaw.
 - a) The first three readings of a bylaw may take place at the same meeting.
 - b) Unless otherwise authorized by the *Local Government Act*, the Board shall not proceed with the final adoption of a bylaw prior to one day after the meeting where such bylaw has received third reading.
 - c) After a bylaw is adopted, and signed by the Person responsible for corporate administration and the Chair of the Board meeting at which it was adopted, the Person responsible for corporate administration must have it placed in the Regional District’s records for safekeeping.

ADVISORY BODIES

19. a) The Board may establish advisory bodies in the form of ad hoc committees, special committees, standing committees, commissions, or task forces. When doing so, the Board shall define the purpose of the advisory body created, and it shall establish the structure, the terms of reference, length of term, and the membership for such body.
- b) Public attendance at meetings of bodies established under this section shall be governed by Division 3 of the *Community Charter*.
- c) Minutes of advisory bodies established under Section 23 of this Bylaw shall be administered pursuant to Section 223(2), 226 and 227 of the *Local Government Act*.
- d) Minutes and reports of advisory bodies shall be presented at the next Regular Meeting of the Board, or as otherwise directed by their respective terms of reference.

ENACTMENT

20. a) If any section, subsection, sentence or clause of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remaining portions of this bylaw.
- b) Bylaw #449 #467 is hereby repealed.

READ A FIRST TIME this 10th 20th day of October, 2019 2016.

READ A SECOND TIME this 10th 20th day of October, 2019 2016.

READ A THIRD TIME this 10th 20th day of October, 2019 2016.

RECONSIDERED AND FINALLY ADOPTED this 14th 40th day of November, 2019 2016.

Board Chair

Chief Administrative Officer

Certified to be a true and correct copy of “**Central Coast Regional District Board Meeting Procedures Bylaw 467 490, 2016 2019.**”

Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 467
SCHEDULE "A"

REGULAR BOARD MEETING AGENDA – (Date/Time)

PART I - INTRODUCTION

1. **Call to Order**
 - a. (Swearing in of Directors/Alternates; appointment of Chair/Acting Chair)

2. **Adoption of Agenda**
 - a. (Introduction of late items)

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.”

UNFINISHED BUSINESS

- (A) **IN CAMERA MATTERS**
 - (a) **Matters Brought out of Camera**
- (B) **ADOPTION OF MINUTES**
 - (a) **(Date) – Previous Board Meeting**

PART II– PUBLIC CONSULTATION

- 1. **Delegations**
 - a. **Regional District Residents**
 - b. **Others**

PART III – LOCAL GOVERNANCE

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

Administrative Services

- (a) **Chief Administrative Officer report, includes Strategic Plan Update**
- (b) **Grants in Aid**
- (c) **Other administrative items, not specific to particular functions/services**

Transportation Services

Bella Coola Airport/Denny Island Airport

Public Works

- (d) **Public Works Manager Report**

Financial Services

- (e) **Financial Update – (date)**
- (f) **Other Financial Reports**

Development Services

- (g) **Community Economic Development**
- (h) **Land Use Planning**

Leisure Services

- (i) **Bella Coola Parks & Recreation Commission**
- (j) **Denny Island Recreation Commission**
- (k) **Centennial Pool Commission**
- (l) **Vancouver Island Regional Library**

Protective Services

- (m) Emergency Management
- (n) Fire Protection
- (o) House Numbering

(D) EXECUTIVE REPORTS

- (a) Chair's Report
- (b) Electoral Area Reports

(E) BYLAWS AND POLICIES

- (a) Approval of bylaws – indicate what reading of a bylaw is being proposed
- (b) Review/approval of new or revised policies

PART IV- GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

Letters that do not require a Board Decision

(G) ADJOURNMENT

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 467 SCHEDULE "B"

BYLAW APPROVAL RESOLUTIONS

1. For introduction and first reading of a bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., be now introduced and read a first time."
2. For second reading of a bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., having been given due and detailed consideration by the Board, be now read a second time".
3. For third reading of a bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., be now read a third time."
4. Where the Board prefers to give second and third reading to a bylaw in a single resolution, a resolution stating:
"That Bylaw ..., cited as the ..., having been given due and detailed consideration by the Board be now read a second and third time."
5. For the final adoption of a bylaw, not less than one day following third reading of the bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Person responsible for corporate administration."

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 467
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: _____ Board Meeting Date _____

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

Address: _____

Number of people attending: _____ Spokesperson Name: _____

Subject of presentation: _____

Purpose of presentation:

information only

requesting a letter of support

Other

(provide

details) _____

Contact person (if different than above): _____

Daytime telephone number: _____

Email address: _____

Will you be providing supporting documentation?

yes

no

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

** 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.*

CENTRAL COAST REGIONAL DISTRICT

BYLAW No. 467

Being a bylaw to repeal the Central Coast Regional District Board Meeting Procedures Bylaw 449, 2015 and replace with Central Coast Regional District Board Meeting Procedures Bylaw 467, 2016.

WHEREAS Section 225 of the *Local Government Act* (RSBC 2015) directs the Board of the Central Coast Regional District to regulate Board Meetings by bylaw,

NOW THEREFORE the Board of the Central Coast Regional District in open meeting assembled ENACTS AS FOLLOWS:

SHORT TITLE

1. a) This Bylaw may be cited as the “**Central Coast Regional District Board Meeting Procedures Bylaw 467, 2016.**”

BOARD MEETINGS

Definitions

2. In this Bylaw:

“*Board*” means the Board of Directors of the Regional District;

“*CCRD*” means the Central Coast Regional District;

“*CCRD’s notice board*” means the notice board located at the Regional District’s Administration Office.

“*Chair*” means the Chair of the Regional District;

“*Community Charter*” means “Community Charter, Chapter 26, 2003” as amended from time to time by the Provincial Government;

“*Emergency*” the definition of an emergency situation will be determined by the Chief Administrative Officer in conjunction with the Chair.

“*Person responsible for Corporate Administration*” means the Chief Administrative Officer, or his/her alternate, to which has also been assigned the corporate responsibilities of a Director of Corporate Administration for the Regional District;

“*Local Government Act*” means the “Local Government Act (RSBC 2015)” as amended from time to time by the Provincial Government;

“Member” means a member of the sitting board of directors.

“Regional District” means the Central Coast Regional District;

“Regional District’s administration office” means the Regional District’s offices located at 626 Cliff Street, Bella Coola, British Columbia.

“Regular meeting” means regular and in camera [closed] monthly meetings of the Board held on the second Thursday of each month (with the exception of January and August).

“Special meeting” means either a public meeting held outside of the time of a regular meeting, or an in-camera meeting closed to the public in accordance with Div 3 of the Community Charter, that is called by the Board to deal with a specific item(s).

Consider amending the definition of special meeting by omitting “or an in camera meeting closed to the public in accordance with Div. 3 of the Community Charter”. Generally in camera meetings are part of regular meetings.

“Vice-Chair” means the Vice-Chair of the Regional District.

“Workshop” means xxxxx – insert provisions/procedures for workshops (as opposed to meetings) per CK email Aug 12. See s. 90 of the *Community Charter*.

Application of Rules of Procedure

3. a) All meetings of Board shall be governed by:
 - i) the *Local Government Act*;
 - ii) as further regulated in this Bylaw; and
 - iii) where it is not inconsistent with provisions of this Bylaw or the *Local Government Act*, by *Robert’s Rules of Order*.

Inaugural Meeting

4. a) The inaugural meeting of the Board must be held after November 1 in each year, in accordance with section 215(1) of the *Local Government Act*.
- b) The inaugural meeting shall be chaired by the Person responsible for corporate administration or a Member until such time as the Chair and Vice-Chair have been elected. The Person responsible for corporate administration or a Member shall act as the Chair only for the purpose of conducting the election of the Chair and Vice-Chair.

Election of Chair and Vice-Chair

5. a) The Board shall elect a Chair and Vice Chair from amongst its Members at the first meeting held after November 1st in each year pursuant to section 215(1) and (4) of the *Local Government Act*

Time and Location of Meetings

6. a) Regular **and In Camera** Meetings shall be held on the second Thursday of each month, excluding the months of January and August.

Note: s.219 of the LGA requires that a board must meet (a) regularly in accordance with its procedures bylaw.

For maximum flexibility, consider that one regional district's procedures state "The board will hold regular meetings at least monthly on such dates and times as may be fixed by resolution of the board from time to time. A regular meeting may be re-scheduled to a different date and time by the board."

Another regional district specifies that prior to October 31st of each year, the Board shall by resolution, set its annual schedule of regular meetings, including the date, location and time and shall post the schedule on the website and public notice boards.

Still another regional district states that regular meetings of the Board are held on the fourth Tuesday of each month unless the location is changed by resolution of the Board.

- b) Regular Meetings and In-Camera Meetings of the Board shall be held in the Regional District's administration office, except that one Regular Meeting per year shall be held in either Electoral Area 'A', or Electoral Area 'B'. The location of meetings held in Electoral Area 'A' or Electoral Area 'B' shall alternate from year to year.

For flexibility, consider stating that regular meetings of the Board take place at the regional district administration offices in Bella Coola unless the location is changed by resolution of the board.

- c) Regular Meetings shall be called to order at 8.30am or, if no quorum is present at that time, as soon as a quorum is assembled. Where no quorum has been assembled by 11:00 a.m., the meeting shall be deemed cancelled.

For flexibility, consider stating that regular meeting shall be called to order at 9 (10?) am or, in the event of weather or travel interruptions, as soon as a quorum is assembled.

- d) Subject to the meeting extension provisions of this Section, Regular Meetings shall be adjourned not later than 8:00 p.m.

For flexibility, consider stating the Regular meetings of the Board must be adjourned by 11pm (?) on the day scheduled for the meeting unless the Board resolves by unanimous vote to proceed beyond that time. Items remaining on the agenda will be added to the agenda for the next regular meeting under Unfinished Business.

- e) ~~Where the business of a Regular Meeting is not concluded by 8:00 p.m., the Chair may order the meeting extended by 1 hour.~~

- f) ~~Where the business of a Regular Meeting is not concluded by 9:00 p.m., the Board may, by resolution, extend the meeting by a further 30 minutes.~~
- g) ~~Where the business of a Regular Meeting is not concluded by the time the meeting is adjourned, the unfinished business shall be placed on the agenda of the next Regular Meeting.~~

Notice of Regular Meetings

S.225(1)(b) of the LGA specifies that the procedures bylaw must provide for advance public notice respecting the date, time and place of board meetings and establish the procedures for giving that notice. The board must also identify places that are to be public notice posting places. (s.225(1)(c). Section 94 of the Community Charter (Requirements for public notice) also applies.

7. a) At least 72 hours **(is this ok? It can be changed.)** before any meeting regulated by this Bylaw the Person responsible for corporate administration must give public notice of time, place and date of the meeting by way of a notice on the CCRD's notice board.

Consider adding "and on the CCRD website".

- b) At least forty eight (48) hours **(is this ok? It can be changed.)** before a regular meeting of the Board, the person responsible for corporate administration must give further public notice of the meeting by:
- i) posting a copy of the agenda on the CCRD's notice board and website; and
 - ii) leaving copies of the agenda at the reception counter at the Regional District Offices for the purposes of making them available to members of the public.

Notice of Special Meetings

8. a) Except where notice of a special meeting is waived by a unanimous vote of all directors under Section 220(3) of the *Local Government Act*, before a special meeting of the Board the person responsible for corporate administration must:
- i) at least 24 hours before the date of the meeting, give notice of the general purpose, time, place and date of the meeting by way of a notice posted on the CCRD's notice board and website; and
 - ii) at least 5 days before the date of the meeting, mail to each member the notice of the general purpose, time, place and date of the meeting.
- b) Despite section 8(a), in the case of an emergency, notice of a special meeting may be given in accordance with section 220(4) of the *Local Government Act*, and

- (a) with the consent of the Chair and 2 Directors, less than 5 days before the date of the meeting, and (b) need not be given in writing.

The provisions in s. 8(a)(ii) are mandated and cannot be changed (s.220(2)(b) of the CC. However, per s.220(3) the notice of any special meeting may be waived by a unanimous vote.

Notice of In Camera Meetings

- 9. Notice of In Camera Meetings which are closed to the public pursuant to section 90 of the Community Charter shall be deemed to be given in conjunction with the Notice of Regular Meetings under section 7 of this bylaw. In the event that an In Camera Meeting is also a Special Meeting provisions of section 8 apply.

Electronic Meetings

- 9. a) Subject to the conditions set out in the *Community Charter*, sections 128 (1), (2) and (3) and where sections 221(1), (2) or (3) of the *Local Government Act* are met, a **special** Board meeting may be conducted by means of electronic or other communication facilities if:
 - (i) the Chair requires it pursuant to making a declaration of a state of local emergency under the *Emergency Program Act, RSBC 1996, c. 111*; or
 - (ii) the Board requires it.
- b) Subject to the conditions set out in the *Community Charter*, sections 128 (1)(b) and where sections 221(2) of the *Local Government Act*, a Member who is unable to attend at a **regular or special** Board meeting, in person, may participate in the meeting by means of electronic or other communication facilities, ~~where the member is:~~ **due to:**
 - (i) physical incapacity due to injury or illness;
 - (i) inclement weather;
 - (ii) physical absence from the Regional District boundaries while acting in the capacity as a Member on Regional District Matters; or
 - (iii) the presence of an emergency under the *Emergency Program Act, RSBC 1996, c. 111*;
 - (iv) another reason which, in the view of the Board, renders attendance in person by the Member impractical.
- c) Any Member participating at a meeting in accordance with section 9(b) must be in receipt of the agenda and any applicable staff reports as have been provided to Members not participating electronically before the Board meeting and any information handed out at the Board meeting must be sent to that Member during the meeting or the matter will be adjourned to the next regular meeting.

The only exception to the statement above is with respect to **in-camera** meetings where no agenda or staff reports are made available to any member who is not at the meeting; and for the purpose of ensuring and maintaining confidentiality no board member may participate in an in-camera meeting electronically.

The Cariboo Regional District provides that members can attend electronically only due to inclement weather, physical incapacity due to injury or illness, or physical absence from the RD boundaries while acting in the capacity as a Director on CRD matters but no more than twice a year and the presiding member must not participate electronically. Further, no more than two directors at one time may participate electronically unless otherwise authorized by the chair.

The RD of Nanaimo participation at electronic meetings requires the Chair's authorization.

The Powell River Regional District allows directors to participate in board meeting electronically if an in-person quorum is maintained for un-weighted votes, and the two municipal directors are in attendance (either in-person or electronically) for weighted votes; and if the Corporate Officer is advised in advance of a meeting of a member's intent to participate electronically, in order to ensure an in-person quorum.

In all three cases, in camera meetings are deemed to be part of the regular meeting agenda.

The Regional District of North Okanagan does not allow for meetings to be held electronically.

- d) Notice of a special Board meeting required under section 8 and conducted under section 9(a) must contain information of the way in which the meeting is to be conducted and the place where the public may attend to hear, or watch and hear, the proceedings of the meeting that are open to the public.
- e) A Member participating electronically by audio means only must indicate his or her vote verbally.
- f) A minimum of one Board member must be physically present in the designated meeting location identified in the public notices.
- g) Although every effort will be made to accommodate electronic participation in meetings, nothing in this Bylaw shall be construed to guarantee any Director electronic access to a Board Meeting. In the event of an equipment failure or other occurrence which prevents or limits electronic participation, the Board Meeting will not be adjourned **unless a quorum is no longer present**. Electronic participation in Board Meetings may be restricted by the capacity or dependability of the equipment employed.

BOARD PROCEEDINGS

Attendance at Public Meetings

- 10. a) Subject to Section 226(1) of the *Local Government Act* and Section 90 of the *Community Charter*, all meetings shall be open to the public.

- b) Pursuant to Section 90 of the *Community Charter*, meetings may be closed to the public. Before closing a meeting or part of a meeting to the public, the Board must pass a resolution in a public meeting in accordance with section 92 of the *Community Charter*.
- c) This section applies to all meetings of the bodies referred to in section 93 of the *Community Charter*

Attendance at In Camera Meetings

11. Pursuant to s.91 of the *Community Charter* the board may allow one or more officers and employees to attend or exclude them from attending, as it considers appropriate. In the event the board excludes the Recorder and/or the Chief Administrative Officer from the meeting, the board shall make provision for documenting the proceedings and for recording the meeting minutes.

Minutes of Meetings

- 11. a) Minutes of the Board meetings shall be administered pursuant to Section 223 of the *Local Government Act*. For the purposes of section 223 of the *Local Government Act*, the designated officer is the person responsible for corporate administration.
- b) In accordance with sections 97(1) and (2) of the *Community Charter*, minutes of the proceedings of the Board or of a body referred to in section 97 must be open for public inspection at the Regional District offices during their regular office hours, unless,
- c) Subsection 97(1)(b) and (c) relates to minutes of a Board meeting for that part of the meeting that is closed to the public pursuant to section 90 of the *Community Charter*.

Calling Meeting to Order

- 12. a) A quorum for a meeting of the Board shall be the majority of the Members of a Board.
- b) As soon after the time specified for a Board meeting as there is a quorum present, the Chair, if present, must take the chair and call the Board meeting to order, however, where the Chair is absent, the Vice- Chair must take the chair and call such meeting to order.
- c) If a quorum of the Board is present but the Chair or the Vice-Chair do not attend within 15 minutes of the scheduled time for a Board meeting:
 - i) the person responsible for corporate administration must call to order the Members present, and

- ii) the Members present must choose a Member to preside at the meeting; and the Member chosen to preside shall do so unless the Chair or Vice-Chair arrives, in which case, the Chair or Vice-Chair shall preside at the meeting.

Agenda

- 13. a) Prior to each Regular Board meeting, the person responsible for corporate administration must prepare an agenda setting out all the items for consideration at that meeting.
- b) The deadline for submissions by the public to the person responsible for corporate administration of items for inclusion on the Regular Board meeting agenda is 4:00 pm seven days prior to the meeting.
- c) At least 48 hours before a regular meeting of the Board, the person responsible for corporate administration must deliver a copy of the agenda with any applicable staff reports to each Member at the place where the Member has directed notices be sent and place a copy of the agenda and supporting documentation on the Regional District website.
- d) At least 24 hours before a special in-camera meeting of the Board, the person responsible for corporate administration must deliver a copy of the agenda notice (noting relevant sections of Section 90 of the *Community Charter*) to each Member at the place where the Member has directed notices be sent and post a copy of the agenda notice on the Regional District website. Supporting documentation will only be handed out to Members physically present at the start, and collected at the end of the Special In-Camera Meeting. To uphold and ensure confidentiality Members must be physically present to attend an in-camera meeting. There will be no provision for Members to attend in-camera meetings electronically, nor be provided an in-camera agenda, or take part in any in-camera meeting electronically.
- e) The Board must not consider any matters not listed on the agenda unless a new matter for consideration is properly introduced as a late item pursuant to section 15.

Order of Proceedings and Business

- 14. a) The business of every Regular Meeting of the Board shall follow an agenda prepared in the form outlined in Schedule "A" attached to and forming part of this Bylaw.

Late Items

15. a) An item of business not included on the agenda must not be considered at a Board meeting unless introduction of the late item is approved by the Board at the time allocated on the agenda for such matters.
- b) If the Board makes a resolution under section 15(a), information pertaining to late items must be distributed to the Members.

Voting at Meetings

16. a) The following procedures apply to voting at Board meetings:
 - i) when debate on a matter is closed the Chair must put the matter to a vote of Members;
 - ii) after the Chair finally puts the question to a vote under subsection (i), a Member must not speak to the question or make a motion concerning it;
 - iii) the Chair's decision about whether a question has been finally put is conclusive;
 - iv) where a Member calls for a recorded vote, the names of the Members voting in favour and those opposed shall be recorded by the Person responsible for corporate administration.

Delegations

17. a) The board may, by resolution, allow an individual or a delegation to address the Board at the meeting on the subject of an agenda item, provided written application on a prescribed form has been received by the person responsible for corporate administration by 4:00 pm seven days prior to the meeting. Each address must be limited to 15 minutes unless a longer period is agreed to by unanimous vote of those Members present. The prescribed form upon which written application is made for the purposes of Section 17(a) is outlined in Schedule "C" attached to and forming part of this Bylaw.
- b) The Board must not permit a delegation to address a meeting of the Board regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a prerequisite to the adoption of the bylaw.
- b) The person responsible for corporate administration may schedule delegations to another Board meeting or Advisory Body as deemed appropriate according to the subject matter of the delegation.
- d) The Person responsible for corporate administration may refuse to place a delegation on the agenda if the issue is not considered to fall within the purview of the Board. If the delegation wishes to appeal the decision of the person responsible for corporate administration, the person responsible for corporate administration must distribute the information under separate cover to the Board for their consideration.

- e) The Chair may deny any delegation the right to address a meeting if, in the Chair's opinion, the spokesperson or any member of the delegation:
 - i) uses offensive words in referring to any Member or member of the public;
 - ii) shouts, immoderately raises his or her voice, or uses profane, vulgar or offensive language, gestures or signs; or
 - iii) addresses issues not contained within the written application of the individual or delegation.

BYLAWS

Adoption of Bylaws

- 18. The procedure for the adoption of bylaws shall be as outlined in Schedule "B" attached to and forming part of this Bylaw.
 - a) The first three readings of a bylaw may take place at the same meeting.
 - b) Unless otherwise authorized by the *Local Government Act*, the Board shall not proceed with the final adoption of a bylaw prior to one day after the meeting where such bylaw has received third reading.
 - c) After a bylaw is adopted, and signed by the Person responsible for corporate administration and the Chair of the Board meeting at which it was adopted, the Person responsible for corporate administration must have it placed in the Regional District's records for safekeeping.

ADVISORY BODIES

- 19.
 - a) The Board may establish advisory bodies in the form of ad hoc committees, special committees, standing committees, commissions, or task forces. When doing so, the Board shall define the purpose of the advisory body created, and it shall establish the structure, the terms of reference, length of term, and the membership for such body.
 - b) Public attendance at meetings of bodies established under this section shall be governed by Division 3 of the *Community Charter*.
 - c) Minutes of advisory bodies established under Section 23 of this Bylaw shall be administered pursuant to Section 223(2), 226 and 227 of the *Local Government Act*.
 - d) Minutes and reports of advisory bodies shall be presented at the next Regular Meeting of the Board, or as otherwise directed by their respective terms of reference.

ENACTMENT

- 20. a) If any section, subsection, sentence or clause of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remaining portions of this bylaw.
- b) Bylaw #449 is hereby repealed.

READ A FIRST TIME this 20th day of October, 2016.

READ A SECOND TIME this 20th day of October, 2016.

READ A THIRD TIME this 20th day of October, 2016.

RECONSIDERED AND FINALLY ADOPTED this 10th day of November, 2016.

Board Chair

Chief Administrative Officer

Certified to be a true and correct copy of "Central Coast Regional District Board Meeting Procedures
Bylaw 467, 2016.

Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 467
SCHEDULE "A"

REGULAR BOARD MEETING AGENDA – (Date/Time)

PART I - INTRODUCTION

1. **Call to Order**
 - a. (Swearing in of Directors/Alternates; appointment of Chair/Acting Chair)
2. **Adoption of Agenda**
 - a. (Introduction of late items)
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."

UNFINISHED BUSINESS (Pursuant to s. 6(d) of the Procedures Bylaw

- (A) **IN CAMERA MATTERS**
 - (a) **Matters Brought out of Camera**
- (B) **ADOPTION OF MINUTES**
 - (a) **(Date) – Previous Board Meeting**

PART II- PUBLIC CONSULTATION

1. Delegations
 - a. Regional District Residents
 - b. Others

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

- (a) Chief Administrative Officer report, includes Strategic Plan Update
- (b) Grants in Aid
- (c) Other administrative items, not specific to particular functions/services

Transportation Services

Bella Coola Airport/Denny Island Airport

Public Works

- (d) Public Works Manager Report

Financial Services

- (e) Financial Update – (date)
- (f) Other Financial Reports

Development Services

- (g) Economic Development
- (h) Land Use Planning

Leisure Services

- (i) Bella Coola Parks & Recreation Commission
- (j) Denny Island Recreation Commission
- (k) Centennial Pool Commission
- (l) Vancouver Island Regional Library

Protective Services

- (m) Emergency Management
- (n) Fire Protection
- (o) House Numbering

(D) EXECUTIVE REPORTS

- (a) Chair's Report
- (b) Electoral Area Reports

(E) BYLAWS AND POLICIES

- (a) Approval of bylaws – indicate what reading of a bylaw is being proposed
- (b) Review/approval of new or revised policies

PART IV- GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

Letters that do not require a Board Decision

(G) ADJOURNMENT

CENTRAL COAST REGIONAL DISTRICT

**BYLAW NO. 467
SCHEDULE "B"**

BYLAW APPROVAL RESOLUTIONS

1. For introduction and first reading of a bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., be now introduced and read a first time."
2. For second reading of a bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., having been given due and detailed consideration by the Board, be now read a second time".
3. For third reading of a bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., be now read a third time."
4. Where the Board prefers to give second and third reading to a bylaw in a single resolution, a resolution stating:
"That Bylaw ..., cited as the ..., having been given due and detailed consideration by the Board be now read a second and third time."
5. For the final adoption of a bylaw, not less than one day following third reading of the bylaw, a resolution stating:
"That Bylaw #..., cited as the ..., having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and the Person responsible for corporate administration."

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 467
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: _____ Board Meeting Date _____

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

Address: _____

Number of people attending: _____ Spokesperson Name: _____

Subject of presentation: _____

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

Contact person (if different than above): _____

Daytime telephone number: _____

Email address: _____

Will you be providing supporting documentation? yes no

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

** 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.*



Central Coast
REGIONAL DISTRICT

Bylaw 45 Untidy & Unsightly Premises Regulation Establishment

Board Meeting

NOV 14 2019

CCRD ITEM D(a)2)

Bylaw Number: 45

Being a bylaw to prohibit Untidy and Unsightly Premises within Electoral Areas C, D, and E of the Central Coast Regional District.

Where as Supplementary Letters Patent dated July 24, 198 of the Central Coast Regional District authorize the Regional Board of the said Regional District to exercise the powers set out in Sections 932(b); (g) and (h) of the Municipal Act, RSBC 1979, and

Where as clause (g) of Section 932 of the said Act states that the Regional Board may, by bylaw, prohibit persons from causing or permitting water, rubbish or noxious, offensive or unwholesome matter to collect or accumulate around their premises, or from depositing or throwing bottled, broken glass or other rubbish in any open place; and

Where as clause (h) of Section 932 of said Act states that the Regional Board may, by bylaw prohibit the owners or occupiers of real property from allowing property to become or to remain untidy or unsightly, and require the owners or occupiers of real property or their agents, to remove from it any accumulation of filth, discarded materials, or rubbish of any kind; and may provide that in default of the removal, the Regional Board, by its employees and others, may enter and effect the removal, at the expense of the person defaulting and that the charges for doing so if unpaid on December 1 in any year, shall be added to and form part of the taxes payable on that real property, as taxes in arrears; and

Where as clause (b) of Section 932 of the said Act states that the Regional Board may by bylaw prevent, abate and prohibit nuisances from the person causing the nuisance or other persons described in the bylaw; and

Where as the regional Board does not wish to interfere with traditional farming operations; and

Where as it is deemed advisable and expedient that, for the protection of property owners generally in Electoral Areas C, D, and E of the Central Coast Regional District, such powers be exercised and sufficient regulatory measures be enacted.

Now therefore the Regional Board of the Central Coast Regional District, in open meeting assembled, enacts as follows:

1. This bylaw shall apply to Electoral Areas c, D and E of the Central Coast Regional District.

- I. Interpretation

2. In this bylaw, unless the context otherwise requires:

"Inspector" shall mean an inspector appointed by the Regional Board for the purposes of enforcing this bylaw.

"Occupier" shall have the meaning given to it by the Municipal Act.

"Owner" shall have the meaning giving to it by the Municipal Act.

"Electoral Areas C, D and E," shall be and mean Electoral Areas C, D and E, as described by Letters Patent and amendments there to of the Cental Coast Regional District.

"Regional board" shall have the meaning given to it by the Municipal Act.

"Real Property" shall have the meaning given to it by the Municipal Act.

"Person" shall mean and include any corporation, partnership or party and the heirs, executors, administrators or other legal representatives of such person to whom the context can apply according to law.

"Rubbish" shall mean all discarded and/or broken items, and without restricting the generality of the foregoing shall include paper and wood products no longer in use.

"Unightly" shall have its common dictionary meaning.

"Untidy" shall have its common dictionary meaning.

"Untidy to unsightly" shall be used in the context of the common dictionary meanings but without restricting the generality of the same, shall include the storage or accumulation of rubbish as defined.

- II.Regulation

3. Untidy or Unsightly Premises:

- a) No person being an owner or occupier of real property within Electoral Areas C, D and E of the Central Coast Regional District, shall allow such property to become or to remain untidy or unsightly.
- b) All owners and occupiers of real property within Electoral Areas C,D and E of the Regional District are hereby required, when such property is in an untidy or unsightly condition to remove therefrom all rubbish.

- III. Enforcement

4. The Inspector is hereby authorized to enter, at all reasonable times, upon any real property within Electoral Areas C, D and E for the purpose of inspecting the said property in order to ascertain whether or not the said property, the subject of the complaint.

5. Complaints regarding real property in an untidy or unsightly condition shall be made in writing to the Inspector who shall without undue delay, inspect the real property, the subject of the complaint.

6. Should the owner or occupier of real property fail to remove from their real property all rubbish of any kind after being given thirty (30) days notice to remove the same, the Regional District by its employees and others may enter upon such real property and effect removal of such rubbish at the expense of the owner or occupier so defaulting and the charges for doing so, if unpaid on December 31 of that year in which the rubbish is removed, shall be added to and form part of the taxes payable in respect of the real property as taxes in arrear.

7. Any notice required to be given under section 6 shall be validly given if delivered personally to such owner or occupier or mailed by prepaid, registered mail and addressed to such owner or occupier in care of the ordinary postal address for such real property or to the address for such owner or occupier as set out in the last revised assessment roll.

8. Not with standing section 6 of this bylaw, where the Regional Board has given notice under section 7 of this bylaw, the owner or occupier receiving such notice shall have the right, within ten(10)days to appeal in writing to the Regional Board of the Central Coast Regional District and such owner or occupier shall be entitled to appear before the Board and to present evidence and call witnesses and on the conclusion of the appearance, the Regional Board may rescind, vary or confirm the notice.

- IV. Exemption of Farm Operations

9. Notwithstanding the other provisions of this bylaw, ll discharges of plant and animal waste emanating from traditional farming operations which are managed and applied in a reasonable manner as organic fertilizers to promote crop production and the accumulation of materials and equipment required for traditional farming operations are exempt from the provisions of this bylaw.

10. This bylaw may be cited for all purposes as "Bella Cool Valley Prohibition of Untidy or Unsightly Premises Bylaw No. 45, 1981".

READ A FIRST TIME THIS 24TH DAY OF OCTOBER, 1981

READ A SECOND TIME THIS 24TH DY OF OCTOBER, 1981

READ A THIRD TIME THIS 24TH DAY OF OCTOBER, 1981

SYNOPSIS OF BYLAW ADVERTISED ON THE 24TH DAY OF NOVEMBER 1981 IN THE TRIBUNE

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 14TH DAY OF APRIL 1982.

I HERE

ORIGINALLY SIGNED BY TONY NORTON

ChairMan

Originally signed by Laurie Sissons

Secretary-Treasurer

I hereby certify that the foregoing is a true and correct copy of bylaw No. 45, cited as "Bella Coola Valley Prohibition of Untidy or Unsightly Premises bylaw No. 45, 1981", as read a third time by the Regional Board on October 24,1981

Originally signed by Laurie Sissons

SECRETARY-TREASURER