

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: November 7, 2019 Board Meeting Date November 14, 2019

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

Sgt. Richard Marshall

Address: _____

Number of people attending: 1 Spokesperson Name: Sgt. Marshall

Subject of presentation: Introduction

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.

Board Meeting
NOV 14 2019
CCRD ITEM 1.(a)



Central Coast

REGIONAL DISTRICT

Delegation Form

Date of Application

07/11/2019

Board Meeting Date

14/11/2019

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

Hagensborg Water Preservation Group

Address

1507 Mackenzie Hwy 20

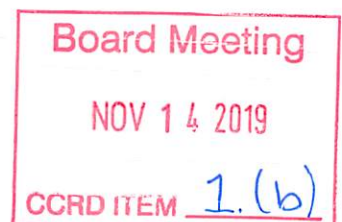
Number of people attending

4 - 6

Spokesperson Name

Chris Matthews

Subject of presentation



Clarification and update on planning and processes for proposed upgrade of Hagensborg Waterworks Infrastructure and associated application to the Investing in Canada Infrastructure Program.

3

Purpose of presentation

- information only
- requesting a letter of support
- other
(provide details below)

Contact person (if different than above)

Joy MacKay

Daytime telephone number

250-799-5588/250-799-5420

Email address

jmackay@netbistro.com

Will you be providing supporting documentation?

- yes
- no

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

DRAFT REGULAR BOARD MEETING MINUTES

DATE: October 10, 2019

ATTENTION

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

Board Meeting
NOV 14 2019
CCRD ITEM A(a)

REGULAR BOARD MEETING MINUTES – October 10, 2019

In Attendance:	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E	Director Daniel Bertrand Director Travis Hall Director Jayme Kennedy Director Lawrence Northeast Chair Samuel Schooner
Staff:	Chief Administrative Officer Recording Secretary, EA Operations Manager Community Ec. Dev. Officer	Courtney Kirk Destiny Mack Ken McIlwain (portion) Matthew Wheelock (portion)
Delegation:	Hagensborg Waterworks District Central Coast Indigenous Resource Alliance, MaPP Tech Support	Kevin O'Neill Desiree Lawson

PART I – INTRODUCTION

1. Call to Order

The Chair called the meeting to order at 8:43 a.m. and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

Chair Schooner asked that the full staff be assembled in the meeting room. The Board then acknowledged the Administration for their work getting the Board ready for UBCM.

2. Adoption of Agenda

19-10-01 M/S Directors Northeast/Kennedy THAT the following late items be accepted and inserted in the public agenda package as follows: Report to the Board – Soft Launch of new CCRD Website, Request for Decision – UBCM 2020 and Review of Bylaw 45. **CARRIED**

19-10-02 M/S Directors Northeast/Kennedy THAT the Agenda be adopted as amended. **CARRIED**

3. Disclosures of Financial Interest

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

No disclosures of financial interests were made.

4. Disclosures of Interests Affecting Impartiality.

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

No disclosures affecting impartiality were made.

PART II – PUBLIC CONSULTATION

DELEGATIONS

Kevin O’Neill – Hagensborg Waterworks District

Desiree Lawson - Central Coast Indigenous Resource Alliance, MaPP Tech Support

The public delegation presentations were deferred until later in the meeting.

Neil McLachlan – Bella Coola Harbour Authority

Mr. McLachlan requested that his delegation deferred until the November Board Meeting and cancelled his delegation for the current meeting.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting September 12, 2019

19-10-03 M/S Directors Kennedy/Bertrand THAT the minutes from the September 12, 2019 Board Meeting be received. CARRIED

19-10-04 M/S Directors Kennedy/Bertrand THAT the minutes be adopted as presented. CARRIED

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Ken McIlwain Service Acknowledgement

19-10-05 M/S Directors Kennedy/Bertrand THAT the Board of Directors of the Central Coast Regional District receives the report. CARRIED

OM McIlwain joined the meeting at 10:17am

The Board thanked OM McIlwain for his 6 years of dedication in public service with the CCRD.

(b) Welcome to the CCRD Evangeline Hanuse – Evangeline Hanuse Biography

19-10-06 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receive the report. **CARRIED**

(c) Report to the Board: Soft launch of the CCRD Website and next steps – Late Item

CAO Kirk summarised the report and requested that the Board give input on the community summary pages to ensure that they properly represent constituent views of their communities. She also highlighted new elements on the CCRD website including the Community Calendar.

CEDO Wheelock joined the meeting at 10:29am

The Board asked about adding events to the Community Calendar, and CEDO Wheelock was asked to provide information regarding community organisations updating their own information. A discussion ensued of further outstanding action items to achieve full benefit of the new website.

The Board suggested that adding ferry information to the calendar would be helpful.

19-10-07 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receive the report. **CARRIED**

Public Consultation - Delegation

Kevin O’Neill – Hagensborg Waterworks District

Mr. O’Neill began his presentation at 9:18 a.m.

Mr. O’Neill began with an update on the conversion review that was presented to the Hagensborg Waterworks District (HWD) rate payers on October 3, 2019 at a public meeting. Mr. O’Neill opined that the meeting was not well attended and suggested that this could indicate that most are comfortable with conversion of the Hagensborg Waterworks District (HWD) from an independent Improvement District to a service of the CCRD.

Mr. O’Neill informed the Board that he anticipates a motion indicating the HWD’s intention to convert will be passed by the HWD Board during an upcoming meeting on the afternoon of October 10, 2019. Mr. O’Neill informed the Board that if this is the case, the HWD will then initiate an assent process with their rate payers within the coming weeks to determine whether there is sufficient mandate to move forward

with conversion to CCRD. He advised the Board that Ministry of Municipal Affairs and Housing Staff and consultant Jim Tarves have been guiding them in this process. Mr. O'Neill further advised that once the assent process is complete, assuming a positive result for conversion, HWD will petition the government for an order in council to dissolve the Hagensborg Waterworks District.

The Board asked if there are sufficient funds for conversion. Mr. O'Neill responded in the affirmative.

The Board asked about ratepayers' feedback about the asset process. Mr. O'Neill shared that although a process as extensive as an assent process is not required, the HWD believes it's the right thing to do to give their rate payers an opportunity to express any opposition. Mr. O'Neill noted that as he had anticipated, many of those who took the time to attend the public meeting were opposed to the project, but did not propose realistic solutions. However, he expressed that he believes that the majority of the public understands that this is a critical situation and are supportive.

The Board suggested that one of the solutions expressed by a rate payer, besides conversion, is the HWD getting funding through Gas Tax. Mr. O'Neill responded that past experiences were not positive when assessing accessing the Gas Tax and Innovation fund as HWD would have had to qualify the project as an innovation, which it is not. The current grant application seemed like a better fit in the opinion of the HWD Board. Mr. O'Neill shared that he believes previous Boards delayed action in hopes that Improvement Districts would become eligible again to access provincial grant funding. Mr. O'Neill stated that delaying action is no longer an option, as the system is in disrepair.

The Board asked for clarity about the assent process. Mr. O'Neill stated that one ballot will be provided per property. Mr. O'Neill explained that in an alternate assent process, you only return your ballot if you oppose.

CAO Kirk reminded the Board that they must be satisfied that the constituent base that forms the Improvement District is in support of this conversion. Otherwise, the consequence to the Regional District is it will be taking on a service in which people don't want the CCRD involved. CAO Kirk also reminded the Board that there is a significant expenditure involved in the conversion discussion which represents savings of the ratepayers through numerous years of requisition without substantial expenditure on the HWD system. Mr. O'Neill confirmed that that the HWD has 1.3 million dollars saved. CAO Kirk asked the Board to ensure themselves that they have a mandate for the conversion as well as the expenditure contemplated of those funds

CAO Kirk asked the delegation what threshold of negative votes would defeat conversion and trigger a referendum. Mr. O'Neill responded that this hasn't been discussed, but he would assume 50% + 1.

The Board asked if this is the kind of service area implementation process where rate payers are notified of the project and have the opportunity to petition in opposition. CAO Kirk clarified the difference between petition and alternate assent processes and underlined the importance of threshold in this context; as in her understanding in other contexts, a 10% threshold has been used to trigger a full referendum.

CAO Kirk asked the delegation about how the anticipated \$15,000 budget in administrative costs was determined as part of the new service budget in the conversion study and suggested that it might be low. She further suggested to the Board that a feasibility study might be necessary for the board to understand the cost of the conversion and related project to the CCRD. A full conversion would mean that the Fire Service was also transferred, and noted it is unclear to her from the study as to whether this is being contemplated.

Mr. O'Neill underlined a supporting reference document which states that if 10% or more eligible electors sign and submit response forms in opposition to the proposed initiative, the Local Government will have two options: they can proceed to a new assent voting process within eighty (80) days, or they can put the matter on hold and consider alternatives to the proposed action. CAO Kirk reminded the Board that these directions appear to have been written for the establishment of a new service, not conversion of an existing one.

Mr. O'Neill clarified that it was his understanding that the ensuing process of creating a local service area would be the responsibility of the CCRD, and that the directions above would apply to that ensuing process, and not to the initial HWD process. He acknowledged that there are many administrative unknowns. The HWD has split costs of fire protection and water delivery 50:50; the \$15,000 referred to by CAO Kirk likely only refers to water delivery, so additional expenses should be expected. He further clarified that he understands fire protection to be part of this conversion.

CAO Kirk summarised her understanding for the Board that what Mr. O'Neill was proposing was that the HWD would receive the ministry's approval to dissolve the Improvement District, and then the CCRD would establish a new service according to its own process.

The Board underlined the importance of setting an effective date of conversion to ensure that service is uninterrupted, and to ensure that the CCRD does not experience unnecessary deadline stress.

CAO Kirk reminded the Board of the cost of doing an assent process or a referendum regarding conversion. She further noted that a potential conversion dialogue with HWD was noted in the CCRD's 5-year financial plan and Strategic Plan, but there is no allocated budget for this in 2019.

The Board inquired as to whether taking on this additional burden would result in other services being sidelined, or whether additional capacity would be available.

CAO Kirk responded that administration of additional water services would constitute a significant increase in administrative burden. The assent process would also require a great deal of administrative staff time. This process also has potential repercussions for the CCRD's relationship with constituents. If there is widespread support for conversion, then the CCRD should be actioning this as efficiently as possible. If it isn't, then it's a liability for the CCRD. The assent process is therefore very important to the CCRD. However, the burden of this process should not be on the CCRD at this time.

The Board suggested that to avoid confusion, the HWD solicit with vote to dissolve and the assent process to approve the new establishment at the same time as HWD may be able to save administrative cost if the communications and the ballot procedures occur at the same time. It will also reduce uncertainty in the event that there is a no vote. The Board also suggested that the HWD be clear with the materials they put forward with regards to the effective date of the conversion.

The Board and CAO Kirk discussed benefits and challenges of Jim Tarves leading this process, including potentially fostering an inaccurate perception among constituents that the CCRD is not operating impartially in the process.

CAO Kirk suggested that the board clarify their expectations of the assent process to Mr. O'Neill, as a multi-million-dollar grant related to this transition has been awarded and is currently awaiting potential acceptance by the CCRD.

The Board asked how many ballots will be sent out. Mr. O'Neill responded that 200 ballots at most will be mailed out, given that some rate payers own more than one property. Ballots should be returned by mail within 2-3 weeks.

The Board asked for clarification on what response will require action by CCRD. CAO Kirk noted her understanding for the Board that an assent process is being contemplated for local information and is not a Ministry requirement. She further clarified her understanding that opposition identified during the initial assent process would merely provide political information about the stance of constituents. CAO Kirk

explained that as conversion of Improvement Districts to Regional Districts has apparently been a policy agenda of Municipal Affairs for 20 years or more there are not as stringent requirements for conversion as there are for service establishment. CAO Kirk related her general understanding that the Ministry will only grant money to regional districts, not improvement districts. CAO Kirk noted that the Board's suggestion regarding assent would provide much-needed information for the CCRD.

The Board asked if there is any money available for a feasibility study. Mr. O'Neill suggested that the Ministry should be prepared to assist the CCRD with setting up a local service area.

The Board inquired as to whether this change is expected to change terms of service. CAO Kirk responded that additional costs may be expected due to treatment, and she has heard that some constituents are opposed to chlorination.

The Board expressed concerns about a lack of clarity related to how costs will be borne by the CCRD. The Board stated that the heavy lifting regarding conversion should be done by the HWD and not the CCRD.

Mr. O'Neill shared he is concerned that CCRD may be perceived to be driving this process. As such, Mr. O'Neill suggested that the Board consider that it may be much more prudent to let the HWD go through the initial assent process independently, and then see what the Ministry suggests for next steps.

The Board shared some concerns from rate payers about the process, and that they felt that there should be a full review with multiple options. Mr. O'Neill shared that the Board unanimously dismissed the other main option of getting Municipal status for Hagensborg, on the basis that they don't have a tax base that would support it. The Board and delegation discussed that there do not appear to be many options to consider in a full review while the system continues to degrade, and the boil water advisory continues.

The Board asked that HWD let the CCRD know how the process goes. The Board delegated Administration to speak with HWD representatives about how it's going to happen, who will bear the costs and how the work will be distributed.

The Chair thanked Mr. O'Neill for his presentation, and he concluded his delegation at 10:04 a.m.

A Recess was taken at 10:05 a.m.
The meeting reconvened at 10:30 a.m.

(d) Request for Decision: CCRD Logo

19-10-08 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the report. CARRIED

19-10-09 M/S Directors Northeast/Kennedy WHEREAS the Central Coast Regional District applied for and was awarded Rural Dividend 'Special Circumstances' funding to reimagine the CCRD brand post 2017 wildfires to better represent the diversity of the Region and to integrate a new brand on an a dually funded updated CCRD website;

AND WHEREAS CCRD Administration facilitated a blind selection process to retain an artist to seek inspiration from community members in Wuikinuxv/Rivers Inlet, Heiltsuk Nation/Bella Bella, Ocean Falls, Denny Island, and Nuxalk Nation/Bella Coola Valley;

AND WHEREAS Kyle Mack Tallio was selected to develop the new CCRD Logo art and travelled to each of the CCRD Communities in August and September 2019 to gain inspiration for the art;

THEREFOR BE IT RESOLVED THAT the Board of Directors of the Central Coast Regional District adopt the attached logo artwork (original and vectorized) created by Kyle Mack Tallio as part of CCRD's new branding.

AND THAT the Board directs Administration to look for funding to begin a process of potentially renaming the Central Coast Regional District with a name that will honor all the residents that live in the Regional District. **CARRIED**

FINANCIAL SERVICES

No reports.

COMMUNITY & DEVELOPMENT SERVICES

(e) Community Economic Development Monthly Report

19-10-10 M/S Directors Bertrand/Kennedy THAT the Community Economic Development Officer Report be received. **CARRIED**

(f) Request for Decision – Community Kitchen Funding Application

19-10-11 M/S Directors Hall/Kennedy THAT the Request for Decision: Community Kitchen Funding Application be received. **CARRIED**

Director Northeast read the Disclosures of Interests Affecting Impartiality; with regards to the matter in item (f) Request for Decision – Community Kitchen Funding Agreement as follows:

"I disclose that I have an association with the applicant. As a consequence, there may be a perception that my impartiality o the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

- 19-10-12 M/S Directors Hall/Kennedy** THAT the Board of Directors of the Central Coast Regional District will provide a letter of support for Lip'alhayc's application to the federal Community Food Infrastructure Program for funding for a community kitchen at Nuxalk College. **CARRIED**

Director Northeast abstains
Director Bertrand abstains

OPERATIONS

Operations Manager McIlwain joined the meeting 10:57 a.m.

(g) Operations Manager Monthly Report

- 19-10-13 M/S Directors Kennedy/Hall** THAT the monthly Operations Manager Report be received. **CARRIED**

CAO Kirk updated the Board that there is funding available through the Nuxalk Nation for additional opening days at the landfill. OM McIlwain advised the Board that he will be in contact with the CCRD's landfill contractor regarding availability in order to determine a schedule for the extra openings.

(h) Urban Systems Project Update, Denny Island Water System– October 2019

- 19-10-14 M/S Directors Bertrand/Northeast** THAT the Urban Systems Project Update Report on the Denny Island Water System be received. **CARRIED**

(i) Centennial Pool Renewal Project Update

- 19-10-15 M/S Directors Kennedy/Northeast** THAT the Centennial Pool Renewal Project Update be received. **CARRIED**

(j) Correspondence for Information: Metro Vancouver's proposed Municipal Solid Waste Bylaws 307 and 309

- 19-10-16 M/S Directors Northeast/Kennedy** THAT the Correspondence for Information: Metro Vancouver's proposed Municipal Solid Waste Bylaws 307 and 309 letter be received. **CARRIED**

OM McIlwain explained that they are providing an update because the CCRD gave support for their Bylaw. The Ministry of Environment will keep us updated on their solid waste management plan.

TRANSPORTATION SERVICES

(k) Transportation Monthly Report

19-10-17 M/S Directors Kennedy/Bertrand THAT the Transportation Monthly Report be received. **CARRIED**

LEISURE SERVICES

(l) Centennial Pool Commission Meeting Minutes – September 20, 2019

19-10-18 M/S Directors Kennedy/Bertrand THAT the Centennial Pool Commission Meeting minutes dated September 20, 2019 be received. **CARRIED**

(m) Correspondence for Information: Vancouver Island Regional Library – Adopted 2020-2024 Financial Plans

19-10-19 M/S Directors Northeast/Kennedy THAT the Correspondence for Information: Vancouver Island Regional Library – Adopted 2020-2024 Financial Plans be received. **CARRIED**

PROTECTIVE SERVICES

(n) Correspondence for Information: My Red Cross News – August 2019

(o) Correspondence for Information: Northeast Emergency Management Newsletter September 2019 Issue 8

(p) Correspondence for Information: Coastal Fire Centre Status Report September 6, 2019 Issue 10 & October 4, 2019 Issue 12

(q) Correspondence for Information: Information Session – Wildfire Navigating the BC Wildfire Service website – www.bcwildfire.ca

19-10-23 M/S Directors Bertrand/Northeast THAT the Correspondence for Information: My Red Cross News – August 2019; Correspondence for Information: Northeast Emergency Management Newsletter September 2019 Issue 8; Correspondence for Information: Coastal Fire Centre Status Report September 6, 2019 Issue 10 & October 4, 2019 Issue 12; Correspondence for Information: Information Session – Wildfire Navigating the BC Wildfire Service website – www.bcwildfire.ca be received as a group. **CARRIED**

19-10-24 M/S Directors Bertrand/Northeast THAT newsletters to be forwarded to the Board for personal reading rather than putting them in the Board Package and that it be removed from future Board Meeting Packages. **CARRIED**

GOVERNANCE

(r) Request for Decision: Resolution to Establish Ocean Falls Revitalization Committee

19-10-25 M/S Director Bertrand/Northeast THAT the Request for Decision: Resolution to Establish Ocean Falls Revitalization Committee be received. **CARRIED**

19-10-26 M/S Directors Bertrand/Northeast WHEREAS The Central Coast Regional District ("CCRD") was originally established as the Ocean Falls Regional District when Ocean Falls was a prosperous city of thousands of residents and the Region's capital of industry and commerce;

AND WHEREAS Since the closing of its mill in 1980, Ocean Falls has suffered economic depression resulting in a serious decline of its population, municipal tax base and the state of its municipal infrastructure, as well as the proliferation of abandoned and derelict buildings;

AND WHEREAS Ocean Falls continues to present potential as a home and a revitalized centre of industry and commerce in having a deep seaport and ferry terminal, sources of clean renewable energy and water, and modern utilities;

AND WHEREAS on October 26, 2019, the Honorable John Horgan demonstrated leadership to the CCRD by encouraging it to develop a plan to revitalize Ocean Falls with the Heiltsuk and Nuxalk Nations, as well as industry.

THEREFORE, BE IT RESOLVED THAT the Central Coast Regional District task its Economic Development Officer to explore an establishment of an Ocean Falls collaborative Revitalization Committee consisting of the CCRD's Director of Electoral Area A, and other committee members to be invited as follows:

- a. One member to be appointed by the Honourable John Horgan,
- b. One member to be appointed by the Heiltsuk Tribal Nation,
- c. One member to be appointed by the Nuxalk Nation,
- d. One member to be appointed by the Crown-Indigenous Relations and Northern Affairs Canada,
- e. One member to be appointed by the Ocean Falls Improvement District, and
- f. One member to be appointed by the Central Coast Regional District to represent the businesses of Ocean Falls.

AND THAT That the proposed Ocean Falls Revitalization Committee collaboratively develop a Revitalization Plan for Ocean Falls for action by their respective communities and departments.

AND THAT the each attending organization covers its own travel costs. With their first meeting in person, at Ocean Falls.

AND THAT at this official meeting participating organizations can discuss establishment of a Terms of Reference and discuss ongoing administrative costs for

review, and that a person from the CCRD Administration be included at the meeting.
CARRIED

The Board returned to the Protective Services agenda items: Emergency Management Report and Request for Decision pages 76-79 of the agenda package.

(s) Emergency Management Report

19-10-20 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the Emergency Management Report. **CARRIED**

Lunch was taken at 12:12 p.m.
The meeting reconvened at 1:01 p.m.

(t) Request for Decision: UBCM Community Resiliency Investment Program – FireSmart Community Funding application

19-10-21 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the Request for Decision: UBCM Community Resiliency Investment Program – FireSmart Community Funding application **CARRIED**

19-10-22 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District approves a funding application in principal with Nuxalk Nation to the UBCM Community Resiliency Investment Program for FireSmart planning, training, and educational activities, provided any amendments to Community Wildfire Protection Plans (CWPP) have the consent of the respective Nations whose territory is affected. **CARRIED**

(u) Correspondence for Information: Letter from Wilderness Committee dated September 12, 2019

19-10-27 M/S Directors Hall/Kennedy THAT the Correspondence for Information: Letter from Wilderness Committee dated September 12, 2019 be received. **CARRIED**

(v) Correspondence for Information: Letter from Canadian Union of Postal Workers dated August 27, 2019

19-10-28 M/S Directors Hall/Kennedy THAT the Correspondence for Information: Letter from Union of Postal Workers dated August 27, 2019 be received. **CARRIED**

(w) Correspondence for Information: Grizzly Bear Sign Picture

19-10-29 M/S Directors Kennedy/Hall THAT the Correspondence for Information: Grizzly Bear Sign Picture be received. **CARRIED**

(w2) Request for Decision: UBCM 2020 – Late Item

19-10-30 M/S Directors Northeast/Kennedy THAT the Request for Decision: UBCM 2020 be received. **CARRIED**

19-10-31 M/S Directors Northeast/Kennedy WHEREAS the full Board of Directors of the Central Coast Regional District have resolved and did attend UBCM in 2018 and 2019 respectively;

AND WHEREAS the full Board's attendance at UBCM constitutes a new precedent for CCRD governance as in recent history generally only the Chair and CAO would attend;

AND WHEREAS the full Board's attendance is a significant budgetary matter in the CCRD annual tax requisition and 5-year Financial Plan;

AND WHEREAS the UBCM's room block for the next convention to be held in Victoria from Monday September 21, 2020 – Friday, September 25, 2020 will open on Tuesday October 15, 2019 presenting significant savings and convenience should the full board again attend the UBCM in 2020;

BE IT RESOLVED THAT CCRD Administration is directed to arrange for the full Board and CAO to attend UBCM 2020 and to allocate an appropriate budgetary amount for said attendance in the CCRD 2020 5-year Financial Plan. **CARRIED**

19-10-32 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District direct Administration to research the matter of previous advocacy for AVICC and UBCM for lobbying for smaller local governments to attend UBCM;

AND THAT Administration assist the directors in drafting a proposed resolution for UBCM 2020 on the subject of subsidizing regional districts who have difficulty affording UBCM attendance. **CARRIED**

The Board returned to the Public Delegations agenda items: Desiree Lawson – Central Coast Indigenous Resource Alliance (CCIRA), MAPP Tech Support.

Public Consultation – Delegation: Desiree Lawson – Central Coast Indigenous Resource Alliance, MaPP Tech Support

Ms. Lawson began her presentation at 1:43 p.m.

Ms. Lawson began by thanking the Board for making time for her.

Ms. Lawson gave an update on the history of the wastewater project and how the four Central Coast Indigenous Communities process their wastewater. Ms. Lawson

related that currently, recreational, commercial, and lodge operations are legally allowed to pump their wastewater directly into the ocean.

Ms. Lawson further related that through CCIRA's Marine Planning Partnership (MaPP), the Central Coast Nations sought to address this pollution problem in their Marine Use Plans. A statement of work was created for a needs analysis and feasibility study. Ms. Lawson explained that the needs analysis and feasibility study would attempt to capture impacts of the wastewater discharged directly into marine environments in the Central Coast. Ms. Lawson informed the Board that an application was submitted to the Rural Dividend Fund to support this study.

The Board noted that they looked forward to further discussion with CCIRA on ways the CCRD may be able to assist with resolving wastewater challenges.

The Chair thanked Ms. Lawson for her Delegation and he concluded her delegation at 2:09 p.m.

A recess was taken at 2:09 p.m.
The meeting reconvened at 2:22 p.m.

The Chair asked the Board to consider closing the meeting to the public at this point in the agenda to avoid consideration of in-camera matters too late in the day.

- 19-10-33 M/S Directors Hall/Bertrand** THAT the Board of Directors if the Central Coast Regional District close the meeting to the public for the purpose of consideration of items that fall under the following sections of the *Community Charter*: 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer or agent of the municipality or another position appointed by the municipality; 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* and section 90 (2) (b) the consideration of Information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party. **CARRIED**

The regular board meeting went in camera at 2:23 p.m.

a) Matters Brought out of Camera

There was no resolutions released from in-camera.

(C) EXECUTIVE REPORTS

a. Electoral Area Reports

Chair and Area E Report: Chair Schooner

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

Chair Schooner shared that the Board had a very successful time at UBCM, with great presentations noting that leading cabinet meetings and the CCRD panel presentations were a shared responsibility among board members. Chair Schooner expressed how proud he is that everyone stepped up in their own way. He wished to personally thank Administration for their hard work in preparing the Board for UBCM. Chair Schooner emphasized how valuable their time invested at UBCM is to further CCRD priorities and initiatives, and that related learning and connections are valuable.

Area A Report: Director Bertrand

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

Director Bertrand shared that the Board had an excellent meeting with the Premier at UBCM, whose words have inspired the exploration of an Ocean Falls Revitalization Committee. Director Bertrand looks forward to continuing this work, and is excited to return to Ocean Falls and let them know about it.

Director Bertrand related that there was great advocacy at UBCM. The Board met with the Ministry of Transportation about the potential establishment of SeaBus operations, to complement the BC Ferries Northern SeaWolf. The Board also promoted the idea of a Community Bus to Williams Lake. Director Bertrand shared his impression that the Minister was excited about the Board's ideas. The CCRD Board also advocated for maternal medical provision as well as elder care and a hospice with the Ministry of Health.

Director Bertrand shared his appreciation to Director Hall for advocating for the Outer Coast Communities and not being specific to just one.

Director Bertrand reported that in Denny Island, there may be a water issue from the old coil lake water line (a private line), furthering the necessity of developing a public water system.

Director Bertrand advised that he did not have anything to report with respect to Rivers Inlet at this time, except for the exciting news that the Minister of Indigenous Affairs [Indigenous Relations and Reconciliation] committed to introducing legislation to allow for non-treaty bands to have director positions on regional districts and that all of the ministers that the Board spoke to about the issue being Minister James of Finance, Attorney General David Eby, and the Ministry of Indigenous Affairs nodded along, they all seemed aware of the issue and seemed to all be looking forward to implementing new legislation.

Director Bertrand relayed that he brought his son to the UBCM Conference as it was the only way he could attend. He put him into the UBCM daycare for a fee of \$157.50 for the week. He understands that the CCRD's current bylaws provide for the coverage of childcare expenses to attend board meetings but there is no provision in the Bylaw for conferences or other such things. Director Bertrand thus asked the Board for consideration to provide for an expense claim for his childcare expenses while attending the UBCM Conference.

Director Bertrand made a Disclosure of Financial Interest as follows and left the room.

I Director Bertrand disclosed that in accordance with sections *100(2)(b) and 101 (1)(2) and (3) of the Community Charter*, I have a direct pecuniary interest that constitutes a conflict of interest in a expense claim for Child Care reimbursement for UBCM 2019.

The reason for my declaration is: the item being discussed is of financial interest to me.

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

19-10-34 M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District approve an expense claim for Director Bertrand's UBCM Child Care expense in the amount of \$157.50 for the week of the UBCM Conference. **CARRIED**

Area B Report: Director Hall

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

Director Hall shared that UBCM was a success in terms of getting CCRD's message to cabinet ministers and staff.

Director Hall thanked the Board for their acknowledgement and stated that as he said in the last term, we need to set our differences aside and do our best as directors for the region as a whole.

Director Hall shared that he successfully attained another year as Director at Large on the UBCM Executive. Director Hall relayed that in this role he was given the Indigenous Relations Portfolio combined with Community Safety. He informed the Board that there is a lot of work to be done and it can't be done in one year.

Director Hall shared that he thought that people liked what he brought to the table at the panel that he chaired at UBCM. He worried that he was over stepping his bounds by sharing the experiences that Heiltsuk Nation has as a Nation, so he was thankful that they were receptive to that.

He shared his appreciation with the Board for having faith in him and supporting him in running for executive at UBCM.

Director Hall commended Administration for getting the Board to a point of understanding and readiness to navigate the process such that the Board was able to effectively share concerns from within the Central Coast Regional District boundaries effectively at UBCM.

Director Hall announced that the Big House Opening in Bella Bella will be October 14-17, 2019. He shared that the Big House will hold 800 people in the bleachers and estimated that there will be 1,500 – 2,200 people attending the opening.

Area C Report: Director Kennedy

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

Director Kennedy congratulated Director Hall on another year of Director at Large at UBCM.

Director Kennedy shared that she enjoyed UBCM and learned a great deal and further stated that she is proud to be a part of this organization.

Director Kennedy gave thanks to CAO Kirk and Administration for preparing the UBCM books.

Director Kennedy related that the first meeting she attended was with the Deputy Minister of Environment and that it went well as the Deputy seemed very receptive.

Director Kennedy reported that she attended the Hagensborg Waterworks District meeting last week and understood that the turnout wasn't as expected. She got some feedback from some constituents with concerns. Director Kennedy relayed that she plans to meet with more residents and have conversations to make the right choices.

Director Kennedy reported that Destination BC (DBC) is looking for a tourism marketing person for our Region. There are two representatives for our region. DBC is looking for someone with a strong voice from the region, who knows about marketing and who will challenge the system as it stands. DBC doesn't want to continue to do regional work the way that they are currently doing it. If someone comes to mind that will be a good representative for that position, it is posted online.

Director Kennedy reported that Cariboo Chilcotin Coast Tourism Association (CCCTA) is offering free training called "Remarkable Experiences" on October 24-25, 2019 at the Bella Coola Mountain Lodge. The deadline for this training has been extended. She recommends the training, which is about starting a new business and the social media side of business. CCCTA is also putting on a training called "Grow Your Business with Google", which is taking place on November 4.

Director Kennedy also reported that The Cariboo Chilcotin Coast Tourism Marketing Association (CCCTMA) came and did a presentation for stakeholders on how money is being spent. The presentation will be available online and she will distribute it.

Finally, Director Kennedy shared that it has been a huge year for tourism. She suggested that it is important that we think about sustainable growth, not only here but on the outer coast as well. The Regional Tourism AGM is in Barkerville on November 2-3, 2019; the meeting will include CCCTA Board nominations.

Area D Report: Director Northeast

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

Director Northeast shared that it was an incredible experience to attend UBCM, especially from someone who is brand new to all this. Director Northeast gave his appreciation to Administration and thanked them for all their work. He expressed how important it is to have the whole Board at UBCM, especially for regional districts that are small. Director Northeast advised that he felt for the most part that the CCRD Board was effectively heard. The experience was great and networking very important.

Along with Director Kennedy, Director Northeast shares an area that includes the Hagensborg Waterworks District. He is open to hearing from people on the subject of conversion, and will do his best to answer questions.

With assistance from the Nuxalk Nation, the Thorsen Creek Waste and Recycle Centre (TCWRC) will have extra openings. Director Northeast would like to thank Chair Schooner for any part he played to come to that decision, and he would like to thank the Administration.

Director Northeast relayed his understanding that the Bella Coola Harbour Authority has struggled with high levels of tourism. They also struggle with the issues of garbage disposal and parking. They are hoping to find a sympathetic ear with the CCRD. He hopes to be a part of that solution.

(D) BYLAWS AND POLICIES

- a) Request for Decision: Policy A-34 Retention and Destruction of Audio Recordings
- b) Request for Decision: Policy A-35 Establishment of New Voluntary Services
- c) Request for Decision: Policy E-1 Committee/Commission Reporting Requirements
- d) Request for Decision: Policy E-2 Drinking and Driving – Road Sense
- e) Request for Decision: Policy E-4 Perspective on Board Operations
- f) Request for Decision: Policy E-7 Ethical Standards of Conduct for Elected Officials
- g) Request for Decision: Policy E-8 Respectful Workplace
- h) Request for Decision: Policy E-9 Directors Travel to Board Meetings
- i) Request for Decision: Bylaw 467 CCRD Board Meeting Procedures Bylaw
- j) Request for Decision: Bylaw 45 Review

19-10-35 M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District table agenda items: D a)-j) to the November regular meeting.

CARRIED

(F) ADJOURNMENT

19-10-36 M/S Directors Hall/Kennedy THAT the meeting be adjourned.

CARRIED

There being no further business the meeting was adjourned at 4:58 p.m.

Chair

Chief Administrative Officer



REPORT TO THE BOARD

To: Board of Directors, CCRD

From: Courtney Kirk, CAO/CFO

Meeting Date: November 14, 2019

Subject: Administration Report and Update on Strategic Plan

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receive the update on consolidated and itemized resolutions from 2019 augmenting the deliverables under the CCRD Strategic Plan 2019-2022.

Background Summary:

The CCRD 2019-2022 Strategic Plan was developed by Diehl Management Services during a workshop with the Board that took place from February 13-16, 2019. Since development of the draft CCRD Strategic Plan 2019-2022, over the course of the following 5 regular meetings, the Board resolved as follows:

19-03-05 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District defer adoption of the CCRD Strategic Plan 2019-2022 to the April 2019 Board Meeting with the proviso that Administration may continue to build the 2019 Budget on the existing draft plan with amendments from this meeting. CARRIED

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

Board Meeting

1 | NOV 14 2019

CCRD ITEM B(a)

19-07-05 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District adopts the CCRD Strategic Plan 2019-2022. CARRIED

The CCRD Strategic Plan 2019-2022 was thus adopted during the July 2019 regular meeting of the Board.

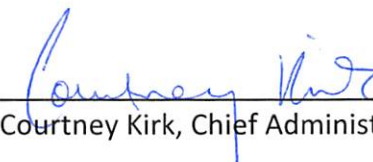
As numerous resolutions have been passed by the Board over the course of 2019, augmenting the tasks and deliverables originally contemplated in the CCRD Strategic Plan 2019-2022, Administration has itemized a list of passed resolutions requiring CCRD resources (attached) and is reviewing internally for achievable target dates, funding sources and 2020 budget implications, and progress details.

Administration requests that the Board review the list of resolutions during the meeting and assists with prioritization (column "P").

Administration will then work to incorporate all discussion into a comprehensive amendment to the CCRD Strategic Plan 2019-2022 for the Board's review and consideration for adoption at the December 2019 regular meeting.

The Board's consideration of organizational priorities from the CCRD Strategic Plan 2019-2022 and additional adopted resolutions from 2019 that remain pending implementation or in progress will assist staff in preparing work plans for each function looking ahead to 2020. This work will also assist Administration in assessing resourcing needs in general operations for the 2020 fiscal year.

The draft 5 Year Financial Plan 2019-2022 for the Board's review and consideration will be built on all of: (1) established CCRD services operational needs; (2) CCRD Strategic Plan 2019-2022; with (3) itemized list of pending and in-progress adopted resolutions 2019; (4) itemized list of awarded, anticipated and potential grant fund awards; and (f) CAO's Leadership Plan (specific to Administration capacity building, operational needs and organizational development) as well as draft budgets for the Board's review and consideration during the December 2019 meeting.

Submitted by: 
Courtney Kirk, Chief Administrative Officer

2019 Resolutions Augmenting CCRD Strategic Plan 2019-2022

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
19-02-08	M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District authorize Administration to develop a new policy prioritising child obligations in consultation with Area A Director Daniel Bertrand for board review and approval. CARRIED	CAO LSHNAC			
19-02-14	M/S Directors Kennedy/Hadley THAT the Board of Directors of the Central Coast Regional District authorize Administration to apply to the Investing in Canada Infrastructure Program - Rural and Northern Communities stream to fund the Great Bear Playground Project. CARRIED	CAO OM Urban			
19-02-16	M/S Directors Kennedy/Tallio that the Board of Directors of the Central Coast Regional District Authorize Administration to develop a joint use agreement for the provision of space for a 53ft C Can with electrical access and a vehicle trailer at a suitable CCRD location (ideally centrally located in the Valley for quick access) for the Bella Coola Search and Rescue Team (SAR). For greater clarity the site and negotiated terms of use will e returned to the Board for ultimate review and approval. CARRIED	CAO EPC			
19-02-28	M/S Directors Kennedy/Hadley THAT the Letter from George Heyman re: Updated Solid Waste Management Plan be received. CARRIED [<i>ck note: within 2018 audit report there was a note that indicated a concern with respect to non-compliance with a solid waste management obligation that must be addressed in 2020 as well. Find details from audit and include in administrative portion of the plan</i>]	CAO OM			
19-02-41	M/S Directors Kennedy/Hadley THAT the Board of Directors of the Central Coast Regional District authorize Administration to present to the Wuikinuxv Kitasoo Nuxalk Tribal Council during their directors' meeting on February 28, 2019 on any of the following topics: (1) update on CCRD initiative "Financing Reconciliation" collaboration with UBCM and Alberni Clayoquot Regional Distr4ict; (2) status of central coast regional emergency management initiatives; and (4) general information on boundary adjustment processes for internal and external boundary changes. CARRIED	Board/ CAO			

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
19-03-07	M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District adopt the 'Financing Reconciliation' Advocacy Plan. CARRIED	Board/ CAO			
19-03-08	THAT the Board of Directors of the Central Coast Regional District authorizes the Chair to send a letter of invitation to each of the Wuikinuxv Nation, Heiltsuk Nation, Nuxalk Nation, and Kitasoo Xai'xais Nation to participate in the design of a regional district boundary adjustment feasibility study as the initiation of Phase 2 of the Governance and Service Delivery initiative building upon the phase 1 April 2017 Central Coast Regional District Service Delivery and Governance Study Final Report.	Board/ CAO			
19-04-16	M/S Directors Northeast/Hall THAT the Board of Directors of the Central Coast Regional District Invite Bella Coola Valley Tourism Association to make a delegation to the Board to more thoroughly discuss this issue and their request. CARRIED	Board			
19-04-20	M/S Directors Northeast/Kovacic THAT the Board of Directors of the Central Coast Regional District ban "one-time-use" plastic utensils and packaging from CCRD catering suppliers and the CCRD purchasing whether for the transportation and/or consumption of food and drinks for the CCRD. CARRIED	CAO CEDO			
19-04-22	M/S Directors Bertrand/Hall THAT the Board of Directors of the Central Coast Regional District invites the Bella Coola Valley Tourism Association to make a delegation to the Board to speak to the online resource request or that the Association submit a letter of clarification for the Board's review. CARRIED [ck note: re WildLife conflicts]	Board			
19-04-25	M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District approve Administration to proceed with submission of an application for grant funding from the Ministry of Environment's Organics Infrastructure Program, subject to availability of grant writing support. CARRIED	CAO OM			

No:	Resolution	P	Sponsor	Target	Funding Source	2020 Budget	Progress/ Comments
19-04-26	M/S Directors Northeast/Hall THAT the Central Coast Regional District provide a letter of request to Nuxalk Chief and Council to present on the opportunity to raise funds for organics infrastructure and that a local Board Member represent the CCRD during the delegation accordingly. CARRIED		Board CAO OM				
19-04-28	M/S Directors Kovacic/Hall THAT the Board of Directors of the Central Coast Regional District approve the purchase of approximately 150 recycling blue bins for the purpose of distributing two free bins to any household that did not receive bins at last year's recycle depot grand opening event. CARRIED		CAO OM				
19-04-42	THAT the Board of Directors of the Central Coast Regional District authorize Administration to begin its financial contribution to the Nuxalk Nation CCRD EMBC Emergency Management MOU for the purposes of supporting the hire of the Shared Emergency Coordinator with an initial payment to the Nuxalk Nation of \$11,000 to be made at the point of successful hire of the Shared Emergency Coordinator with the next payment of \$11,000 to be made at the end of the Shared Coordinator's successful probation and a remainder to be paid at the end of the fiscal year. CARRIED		CAO				
19-05-05	THAT the Board of Directors of the Central Coast Regional District supports the creation of a new administrative position titled Financial Controller and that Administration proceeds with recruitment accordingly. CARRIED		CAO				
19-05-06	THAT the Board of Directors of the Central Coast Regional District appoint CAO Courtney Kirk to dually serve as CFO effective May 25, 2019. CARRIED		CAO				
19-05-16	M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District authorize a funding application to Northern Development Initiative Trust for a \$20,000 matched Marketing Initiative funding that the CCRD will use for videography. CARRIED		CAO CEDO				
19-05-23	M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District approve the application to UBCM for funding from the		CAO				

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
	Communities Partnering for Reconciliation Program to meet the strategic goals to foster inter-community collaboration in the Central Coast Region. CARRIED				
19-05-25	M/S Directors Hadley/Hall THAT the Board of Directors of the Central Coast Regional District approve the application to NDIT for a Community Planner for Housing for a twelve month period. CARRIED		CAO CEDO		
19-05-26	M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District approve the application for Housing Needs Assessment through UBCM for both Bella Coola and Bella Bella (if possible) or just one community, if not possible. CARRIED		CAO CEDO		
19-05-45	M/S Directors Hall/Kennedy THAT the CCRD release a web statement denouncing racism and zero tolerance for racism in Regional District operations. CARRIED		Board CAO CEDO		
19-06-22	M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District approves the application to Housing Needs Report and will provide overall grant management should the application be successful. CARRIED		CAO CEDO		
19-06-24	M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District approves the application to the Community Workforce Response Grant for Geographical Information System (GIS) Training. CARRIED		CAO CEDO		
19-06-26	M/S Directors Hall/Kennedy that the Board of Directors of the Central Coast Regional District approves the application to a suitable grant funder that will support Grant Writer Training; AND THAT the Grant Writer Training be extended to Elected Officials, Staff and Directors. CARRIED		CAO CEDO		
19-06-31	M/S Directors Bertrand/Kennedy THAT Administration respond to the Telus Communications Inc. Telecommunication Facility Proposal Information Package letter and advise that we do not accept the package as consultation and further advise that the Board requires that Telus organize an in person meeting with community members, CCRD representatives, and with members of Nuxalk Nation to initiate a consultation process. CARRIED [ck note: included due to		Board CAO LSHNAC		

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
	<i>need to develop revised lands bylaw and policy framework]</i>				
19-06-34	M/S Directors Bertrand/Hall THAT the Board of Directors of the Central Coast Regional District approves the application to the Community Workforce Response Grant for Restaurant Staff Training for the entire Central Coast. CARRIED	CAO CEDO			
19-06-38	M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District acknowledges that they have been briefed on the details for the application to the Organics Infrastructure Program in Bella Coola at their June 13, 2019 regular meeting, and furthermore, that the Board supports the project in principal and resolves to commit the CCRD share (\$49,092) to the project cost. CARRIED	CAO OM			
19-06-44	M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District approves Administration to proceed with the establishment of a Bella Coola Valley Flood Preparation Advisory Committee (BCVF-PAC). CARRIED	CAO			
19-06-45	M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District adopts the Bella Coola Valley Flood Preparation Advisory Committee (BCVF-PAC) draft Terms of Reference (attached) as a 'living document' for further review and revision from July through September 2019 according to 'emergency management MoU' partner feedback. CARRIED	CAO			
19-06-64 from IC	THAT the Board of the Central Coast Regional District directs Administration to draft Human Rights and Dignity Principals in CCRD Procurement Policy for the Board's consideration to specifically recognize indigenous rights and business interests within the CCRD and to enhance standards for ethics, human rights and non-prejudicial conduct in procurement and contracting; AND THAT the Board of Directors of the Central Coast Regional District directs administration to draft provisions to be included in all RFP's, Invitations to Tender confirming the CCRD's standards for ethics, human rights and non-prejudicial conduct in procurement and contracting; AND THAT the Board of	CAO OM			

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
	Directors of the Central Coast Regional District directs Administration to draft provisions for all CCRD Contracts that permit sanctions or termination for any breach of the CCRD's ethical or human rights standards. CARRIED				
19-06-65	THAT the Board of the Central Coast Regional District authorize the Urban Communities Partnering for reconciliation grant funding application to finance the Central coast Chair and Chiefs talking circle on Central Coast Local Government Electoral Area Boundaries and opportunities for change funding proposal; AND THAT the Board of Directors of the Central Coast Regional District authorize a letter stating CCRD's support for the same; AND THAT the Board of Directors of the Central Coast Regional District authorize a letter of invitation be sent to Heiltsuk Nation Chief and Council to take part in the tentative Chair and Chiefs talking circle on the Central Coast Local Government Electoral Area Boundaries and opportunities for change with a request for support of CCRD funding proposal for the same. CARRIED	CAO			
19-07-11	M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District approve the CEDO to approach Canada Post regarding redesignating the Bella Coola Valley as a non-remote community. CARRIED	CAO CEDO			
19-07-26	M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District authorize administration to reach out to UBCM event organizers to request meetings with the following cabinet ministers at the upcoming AGM: Minister of Finance; Minister of Housing; Premier Horgan; Minister of Transportation; Minister of Health; and Minister of Environment; AND THAT Administration is authorized to set up meetings with senior staff for the purpose of advancing technical discussion on issues specific to the cabinet minister meetings, including: equalization; derelict and abandoned buildings; unmet marine and land based transportation needs; unmet obstetric and elder service needs; and human bear conflict. CARRIED	CAO			

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
19-07-28	<p>M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District authorize Administration to proceed with a meeting request with BC Hydro for the upcoming UBCM Convention to discuss: the surcharge for regional residents; the two-tiered rate structure; challenges of Heiltsuk Nation Kunsoot Wellness Society and Qqs Project Society with BC Hydro. CARRIED</p>	CAO			
19-07-31	<p>M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District nominate the Nuxalk Housing Project for the 2019 Community Recognition Award. CARRIED</p>	CAO			
19-07-38 from IC	<p>THAT the Board of Directors of the Central Coast Regional District supports Administration to either enter into a contribution agreement with Nuxalk Nation to share the services of a shared Lands Coordinator and Referrals Function or hire a common employee with the Nuxalk Nation on a part time basis to fulfill CCRD's Lands Services needs; AND THAT the Board of Directors of the Central Coast Regional District authorize Administration and the CCRD Executive to enter into a contribution/cost sharing agreement with British Columbia's Ministry of Transportation for the acquisition of LiDar Mapping Data in the Bella Coola Valley. CARRIED</p>	CAO			
19-09-03	<p>M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District concurs with Telus' proposal to construct a wireless telecommunications facility at the location of 627 Cliff Street, Bella Coola and subject to consultation with the CCRD regrading telecommunication development and planning to improve services to other residents in the Regional District by November 14, 2019. CARRIED</p>	CAO LSHNAC			
19-09-15	<p>M/S Directors Bertrand/Hall THAT the Board of Directors of the Central Coast Regional District approve administration to seek Grant Funding for a Feasibility Study to explore the workability of a business or social enterprise to process fruit into value added product in the Valley. CARRIED</p>	CAO CEDO			
19-09-06	<p>M/S Directors Kennedy/Northeast THAT the Board of</p>	CAO			

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
	Directors of the Central Coast Regional District approve Administration contacting Canada Post to seek redesignation of the Bella Coola Valley as a non-remote area. CARRIED	CEDO			
19-09-18	M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District approve the application for a \$10,000 Housing Needs Assessment through Northern Development Initiatives Trust. CARRIED	CAO CEDO LSHNAC			
19-09-21	M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District direct staff to obtain independent legal advice on the enforceability of Bylaw 45 and act upon the request from Ms. MacKay if it is enforceable. CARRIED	CAO LSHNAC			
19-10-09	M/S Directors Northeast/Kennedy WHEREAS the Central Coast Regional District applied for and was awarded Rural Dividend ‘Special Circumstances’ funding to reimagine the CCRD brand post 2017 wildfires to better represent the diversity of the Region and to integrate a new brand on an a dually funded updated CCRD website; AND WHEREAS CCRD Administration facilitated a blind selection process to retain an artist to seek inspiration from community members in Wuikinuxv/Rivers Inlet, Heiltsuk Nation/Bella Bella, Ocean Falls, Denny Island, and Nuxalk Nation/Bella Coola Valley; AND WHEREAS Kyle Mack Tallio was selected to develop the new CCRD Logo art and travelled to each of the CCRD Communities in August and September 2019 to gain inspiration for the art; THEREFOR BE IT RESOLVED THAT the Board of Directors of the Central Coast Regional District adopt the attached logo artwork (original and vectorized) created by Kyle Mack Tallio as part of CCRD’s new branding; AND THAT the Board directs Administration to look for funding to begin a process of potentially renaming the Central Coast Regional District with a name that will honor all the residents that live in the Regional District. CARRIED	CAO CEDO			
19-10-26	M/S Directors Bertrand/Northeast WHEREAS The Central Coast Regional District (“CCRD”) was originally established as the Ocean Falls Regional District when Ocean Falls was a prosperous city of thousands of	CAO CEDO			

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
	<p>residents and the Region’s capital of industry and commerce; AND WHEREAS Since the closing of its mill in 1980, Ocean Falls has suffered economic depression resulting in a serious decline of its population, municipal tax base and the state of its municipal infrastructure, as well as the proliferation of abandoned and derelict buildings; AND WHEREAS Ocean Falls continues to present potential as a home and a revitalized centre of industry and commerce in having a deep seaport and ferry terminal, sources of clean renewable energy and water, and modern utilities; AND WHEREAS on October 26, 2019, the Honorable John Horgan demonstrated leadership to the CCRD by encouraging it to develop a plan to revitalize Ocean Falls with the Heiltsuk and Nuxalk Nations, as well as industry. THEREFORE, BE IT RESOLVED THAT the Central Coast Regional District task its Economic Development Officer to explore an establishment of an Ocean Falls collaborative Revitalization Committee consisting of the CCRD’s Director of Electoral Area A, and other committee members to be invited as follows:</p> <ul style="list-style-type: none"> a. One member to be appointed by the Honourable John Horgan, b. One member to be appointed by the Heiltsuk Tribal Nation, c. One member to be appointed by the Nuxalk Nation, d. One member to be appointed by the Crown-Indigenous Relations and Northern Affairs Canada, e. One member to be appointed by the Ocean Falls Improvement District, and f. One member to be appointed by the Central Coast Regional District to represent the businesses of Ocean Falls; <p>AND THAT That the proposed Ocean Falls Revitalization Committee collaboratively develop a Revitalization Plan for Ocean Falls for action by their respective communities and departments; AND THAT the each attending organization covers its own travel costs. With their first meeting in person, at Ocean Falls; AND THAT at this official meeting participating organizations can discuss establishment of a Terms of Reference and discuss ongoing administrative costs for review, and that a person from the CCRD Administration be included at the meeting. CARRIED</p>				

No:	Resolution	P Sponsor Target	Funding Source	2020 Budget	Progress/ Comments
19-10-22	<p>M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District approves a funding application in principal with Nuxalk Nation to the UBCM Community Resiliency Investment Program for FireSmart planning, training, and educational activities, provided any amendments to Community Wildfire Protection Plans (CWPP) have the consent of the respective Nations whose territory is affected.</p> <p>CARRIED</p>	<p>CAO EPC</p>			
19-10-31	<p>M/S Directors Northeast/Kennedy WHEREAS the full Board of Directors of the Central Coast Regional District have resolved and did attend UBCM in 2018 and 2019 respectively; AND WHEREAS the full Board's attendance at UBCM constitutes a new precedent for CCRD governance as in recent history generally only the Chair and CAO would attend; AND WHEREAS the full Board's attendance is a significant budgetary matter in the CCRD annual tax requisition and 5-year Financial Plan; AND WHEREAS the UBCM's room block for the next convention to be held in Victoria from Monday September 21, 2020 – Friday, September 25, 2020 will open on Tuesday October 15, 2019 presenting significant savings and convenience should the full board again attend the UBCM in 2020; BE IT RESOLVED THAT CCRD Administration is directed to arrange for the full Board and CAO to attend UBCM 2020 and to allocate an appropriate budgetary amount for said attendance in the CCRD 2020 5-year Financial Plan.</p> <p>CARRIED</p>	<p>CAO</p>			
19-10-32	<p>M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District direct Administration to research the matter of previous advocacy for AVICC and UBCM for lobbying for smaller local governments to attend UBCM; AND THAT Administration assist the directors in drafting a proposed resolution for UBCM 2020 on the subject of subsidizing regional districts who have difficulty affording UBCM attendance. CARRIED</p>	<p>CAO</p>			



REPORT TO THE BOARD

To: Courtney Kirk, CAO/CFO

From: Ye-Ne Byun, Financial Controller

Meeting Date: November 14, 2019

Subject: Financial Report Budget vs Actual Jan –Oct 2019

Recommendation:

THAT the financial report of actual revenue and expenditures against the annual budget for the period January to October, 2019 be received.

Financial Service
November, 2019

Issue/Background Summary:

Financial Plan Bylaw 2019

Financial/Budgetary Implications:

As noted.

Time Requirements – Staff and Elected Officials:

4.0 days staff time to prepare.

Options to Consider:

None.

Submitted by: 

 Ye-Ne Byun, Financial Controller

Reviewed by: 

 Courtney Kirk, Chief Administrative Officer

Board Meeting
 NOV 14 2019
 CCRD ITEM B(b)

Attached is the Revenue & Expenditures – Budget vs Actual report for the period January 1 to October 31, 2019. Consequently, the figures reflect that some revenues and expenditures remain unreceived and unspent, but also shows that progress is being made.

REVENUE

Overall, actual total revenues are about 57% of the total budget for the year.

As reported in September, other revenue is below budget.

-There is a \$10,500 shortfall in grant revenue from Northern Development Initiative Trust as the position of Economic Development Officers was vacant for a portion of last year.

We have still not received the \$8000 from NDIT for the grant writer program.

-The tree planting project at the Bella Coola Airport funded by the BC hydro has been completed and reporting of expenses and claims for reimbursement have been submitted to the BC hydro and we await payment.

– Grant funding \$37,500 has been received in advance of expenditures, from the UBCM for 2019 housing needs reports program – housing needs assessment. The remaining funds (\$37,500) will be available after a final report and financial summary has been submitted to UBCM.

-Grant revenue from Northern Development Initiative Trust for the Housing Needs Assessment and Land Use Planning Coordinator’s wages has been advanced at 50% with the balance (\$20,000) to come at project completion.

- \$2,050 was received from GFOA of BC for the Bootcamp Scholarship.

Provincial/Federal Grant revenue is below budget due to the UBCM Strategic Priorities Fund not yet being claimed or received for both the swimming pool (\$1,013,900) and the Denny Island Water System (\$1,495,000).

-Additional revenues (\$200,000) have been received from the Gas Tax Agreement for the Community Works Fund. As reported in September, the Federal/Provincial Gas Tax Agreement administered by UBCM will see the revenue double from that in the budget due to the additional one-time payment approved for disbursement by the Federal government under Budget 2019 to supplement the fiscal 2018/2019 allocation.

-Grant funding \$20,000 from Northern Development Initiative Trust for videography for Marketing Enhancement and Brand Implementation has been approved, but was not budgeted previously.

EXPENDITURES

Overall, approximately 32% of the total budgeted expenditures have been realized.

Administrative Services

Community Works Fund

- \$20,000 has been expended against the budget of 30,000 for the Denny Island Water System which has been spent on preliminary design, petition and field work. Please see the monthly technical reports from Urban Systems for further information on project progression.

- As reported in September, the \$10,000 was budgeted for electrical shed at the arena for Parks and Recreation service has not yet been expended.

- \$147,285 was budgeted for a portion pool tank reno design and has not yet been spent.

Feasibility Studies

- There have been no funds expended so far this year. Funds have been earmarked for feasibility studies related to establishment of a fire protection service on Denny Island, Street Lighting on Michelle Drive, and a New Skating Rink/Arena in Bella Coola.

General Operations

- Approximately, 75% of expenses have been expended to date including website development, audit fees, financial service fees, payroll and other operating expenses.

- Financial service fees exceed budget by \$22,969 by Oct 31st. This will be offset by a reduction in payroll expenses due to the exit of the previous Chief Financial Officer.

- \$61,000 of the \$70,000 has been spent on the website development project (cost absorbed by Marketing Enhancement & Brand Implementation funds from BC Rural Dividend). This was not included in the budget due to timing.

- An over expenditure in capital works has been offset by a contribution from the asset Replacement fund to replace the furnace.

Grants in Aid

- All 2019 grants have been disbursed to community groups approved by the board.

- Remaining funds (\$3,225) will be carried forward to 2020.

Development Services

Economic Development

- Overall, \$182,000 has been expended against the budget of \$382,000.

- \$62,000 of the total Economic Development Initiatives budget (\$208,000) has been expended. The budget includes funding from Rural Dividend for Bella Coola Airport Tourism and Capacity Enhancement.

The following projects are funded by Rural Dividend for Bella Coola Airport Tourism and Capacity Enhancement, through the Economic Development budget.

- Nuxalk Nation Cultural Liaison and Interpretation
- Trailhead Kiosks
- Carving and Installation of Nuxalk Cultural Pieces

- Airport Greenspace and play area at the Airport
 - Klonik Riverside Greenspace and Viewing Area
 - Trail Rehabilitation and Construction
 - A Pedestrian Bridge at the Beaver Pond
- 2/3 of the grant fund (\$30,000) from Rural Dividend for Marketing and Promotion and Brand Implementation has been spent on developing the new CCRD logo and traveling to the outer coast for videography for the new CCRD website.

Land Use Planning

- We have received \$20,000 from Northern Development Initiative Trust to offset payroll expenses of the newly hired Housing Planner.
- The grant fund (\$37,500) from UBCM for Housing Needs Assessment has not been expended.

Street Lights

- Both Valley and townsite street lights expenditures are in line with budget projections.

Environmental Services

Solid Waste Management

- Overall, 85% of expenses have been expended to date.
- There has been no progress to date on the capital project include fencing and free store building supplies at Thorsen Creek Waste and Recycling Centre.
- According to the Board meeting in Oct, CCRD has secured \$7,800 in additional funds from Nuxalk Nation to have extra openings of the Thorsen Creek Transfer Station and Recycle Depot.
- Revenues are on target, although user fees are likely to be less than budgeted by year end. Expenditures are being monitored accordingly.

Bella Coola Waterworks

- There is nothing significant to report financially, but the GPS has not yet been purchased for use with the Bella Coola Waterworks system (\$3,400) budgeted.

Denny Island Waterworks

- \$4,700 of the \$1,495,000 has been spent on the Denny Island Water System project and as noted above, the technical report regarding the Denny Island Water System Project Update has been recently completed by Urban Systems.

Leisure Services

Parks & Recreation – Bella Coola

- \$47,173 was budgeted for new playground equipment at Walker Island Park has not yet been expended but the source of funds was not determined at the time of budget adoption.
- \$3,800 remains in the Bella Coola Parks and Recreation improvements budget for concession building railings.
- Consultant fees in the amount of \$4450 remain unspent.

- \$17,169 remains unspent to date for a project coordinator for the tourism enhancement portion of Rural Development funding.

Recreation – Denny Island

-The deferred funds for a project coordinator for initiatives associated with the Active Communities Project from Vancouver Coastal Health are mostly unexpended.

Swimming Pool

- Overall, \$144,000 has been expended against the budget of \$1,180,000.
- As reported in September, the \$1,013,000 budgeted for the major pool renovation has not yet been expended. (Please see the October Operations Report regarding Centennial Pool Renewal Project Update).
- Payroll expenses are \$15,000 under budget due to a shortened operating season.

Vancouver Island Library

-Expenditures are in line with budget projections. All payments have been made directly to VIRL for 2019.

Protective Services

Emergency Management

-\$11,000 of the \$35,000 has been expended to be contributed to the Nuxalk Nation for the Shared Emergency Program Coordinator.

Emergency Management Initiatives

- \$32,000 of the total Emergency Management Initiatives budget of \$600,000 has been expended. As reported in September, the funds received from UBCM were spent on Emergency Social Services Training and Emergency Operations Centre training and supplies.
- The budget (\$575,000) includes funding from EMBC for the Bella Coola Valley LiDar Survey and Ortho-imagery project and from UBCM for the Bella Coola River and Tributaries Risk Assessment, and the Flood Risk Assessment. \$32,000 of this has been spent in consultant fees to Urban Systems who have been retained to work on this project.

Fire Protection

- Approximately \$11,000 remains in the Professional Development budget for Fire Department training.
- \$15,000 remains in the fire protection budget for spending on an electric door opener (\$12,000), a computer (\$1,200) and turn out gear (\$1,800).

Transportation Services

Bella Coola Airport

-In 2019 \$96,000 of the \$113,000 has been spent on the obstacle removal project at Bella Coola Airport which is funded from BC Air Access Program (BCAAP). Regular reporting of expenses and claims for reimbursement have been submitted to the BC Air Access Program and we await payment.

- As noted earlier, the tree planting project at the Bella Coola Airport funded by the BC hydro has been completed and we have commenced claim submission.
- The Bella Coola Airport lot survey and development budget funded by Rural Dividend will remain underspent but \$7,000 has been spent on an obstacle limitation survey.

Denny Island Airport

- \$17,000 budgeted for a roof replacement or other improvement has not occurred, and the funding sources have not been found, as reported in September.



REPORT TO THE BOARD

To: Courtney Kirk, CAO/CFO
From: Ye-Ne Byun, Financial Controller
Meeting Date: November 14, 2019
Subject: Financial Report – Update on Grants

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receive the financial report of update on grants.

**Financial Services
November, 2019**

Background Summary:

The board will be interested to be brought up to date on the status of 2019 grants/projects.

Time Requirements – Staff and Elected Officials:

2.0 days staff time to prepare.

Submitted by: 
Ye-Ne Byun, Financial Controller

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

Board Meeting
NOV 14 2019
CCRD ITEM B(c)

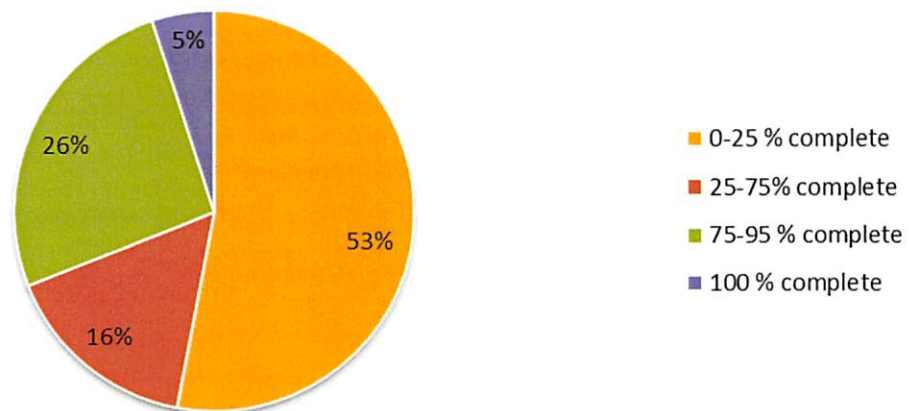
So far this year, we have signed government transfer-grant agreements or letters of approvals as follows:

Service	Funding Source	Project	Grant/ Contribution	% Completed
-BC Airport	BC Air Access Program	1)The Obstacle Removal and Certification Project at Bella Coola Airport 2) BC Airport : Tourism & Capacity Enhancement	\$402,451	95%
-BC Airport -Eco Dev -Parks & Rec	BC Rural Dividend Program/ (Provincial) Nature Resource Ministries	BC Airport : Tourism & Capacity Enhancement	\$392,282	60%
-Eco Dev	BC Rural Dividend Program	Central Coast Improved Rural & Remote Communications Connectivity	\$10,000	95%
-Eco Dev	Northern Development Initiative Trust (NDI)	Love Central Coast Annual Marketing Funds	\$1,200	10%
-Eco Dev	Northern Development Initiative Trust (NDI)	Grant Writing Support Funding	\$8,000	75%
-Eco Dev	Northern Development Initiative Trust (NDI)	Economic Development Capacity Building	\$50,000	85%
-Eco Dev	Northern Development Initiative Trust (NDI)	Marketing Enhancement & Brand Implementation for Videography -Content for Website (2019)	\$20,000	50%
-Eco Dev -General Ops	BC Rural Dividend Program/(Provincial) Nature Resource Ministries	Marketing Enhancement & Brand Implementation - Website Development - New CCRD logo and Video Content for Website	\$100,000	95%

Service	Funding Source	Project	Grant/ Contribution	% Completed
-Eco Dev	Province of BC – Emerging Priorities Stream - Community Workforce Response Grant Program (CWRG)	-GIS Training - Grant Writing Training - First Host Front Line Service Training - Business Plan Workshops (2019)	\$290,328	65%
-Planning	Northern Development Initiative Trust (NDI)	Community Planning for Housing Program (2019)	\$50,000 -Grant: \$40,000 -CCRD Contribution: \$10,000	5%
-Planning	Union of BC Municipalities (UBCM)	Housing Needs Assessment (2019)	\$75,000	10%
-Swimming Pool	Northern Development Initiative Trust (NDI)	Centennial Pool Renewal	\$250,000	2%
-Swimming Pool	Union of BC Municipalities (UBCM) – Strategic Priorities Fund(SPF)		\$2,700,000	2%
-Denny Island Waterworks	Union of BC Municipalities (UBCM) – Strategic Priorities Fund(SPF)	Denny Island Water System	\$1,495,500	5%
-Emergency Management Initiatives	Province of BC – Emergency Management BC	Bella Coola River Assessment & Flood Modeling	\$500,000	5%
-Emergency Management Initiatives	Union of BC Municipalities (UBCM)	2017 CEPF : Emergency Social Services	\$24,493	100 % (Completed)

Service	Funding Source	Project	Grant/Contribution	% Completed
-Emergency Management Initiatives	Union of BC Municipalities (UBCM) - Local Government Program Services	Flood Risk Assessment, Flood Mapping & Flood Mitigation	\$150,000	20%
-Emergency Management Initiatives	Union of BC Municipalities (UBCM) – Strategic Wildfire Prevention Initiative	Central Coast Wildfire Cross Training	\$10,000	Extension -requested (in progress)
-Emergency Management Initiatives	Union of BC Municipalities (UBCM) – Strategic Wildfire Prevention Initiative	Fire Smart Boards	\$10,000	Extension -requested (in progress)
TOTAL			\$6,539,254	

Grant Project Status (November, 2019)



The following grant applications have been submitted so far this year. We have not been notified of its success or decline.

Service	Funding Source	Project	Grant/ Contribution
-Eco Dev	The Ministry of Municipal Affairs and Housing -the Investing in Canada Infrastructure Program -Rural and Northern Communities (RNC) Program	Great Bear Playgrounds Project	\$902,655
-Planning	Northern Development Initiative Trust (NDI)	Housing Needs Assessment	\$10,000
-Solid Waste Management	The Ministry of Environment	The Organics Infrastructure Program	\$187,000
-Emergency Management Initiatives	Union of BC Municipalities (UBCM) -2020 Community Resiliency Investment Program	FireSmart Community Funding and Supports – CCRD Coastal CWPP (Community Wildfire Protection Plan)	\$60,000
--Emergency Management Initiatives	Union of BC Municipalities (UBCM) -2020 Community Resiliency Investment Program	FireSmart Community Funding and Supports – Central Coast Emergency Management Partnership 2020 FireSmart Planning, Training, and Education	\$56,400
TOTAL			\$1,216,055



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Ye-Ne Byun, Financial Controller
Meeting Date: November 14, 2019
Subject: Grant-in-Aid - Rescind resolution #19-06-10

Recommendation:

THAT the Board of Directors of the Central Coast Regional District – rescind the following resolution #19-06-10 “That the Board of Directors of the Central Coast Regional District put \$950 towards the GO Fund Me: Help Bella Bella Pets. **AND THAT** it be matched to go towards the CAAT Spray and Neuter Free Clinic.” and further, that the board instead carry these unexpected funds forward to 2020.

Issue/Background Summary: : At the June meeting of the board, it was resolved to subsidize the Spray & Neuter veterinary service in Bella Bella utilising the unallocated 2019 Grant-in-Aid funds. The board has since reconsidered and requested that the matter be brought forward for rescinding.

Policy, Bylaw or Legislation:

Grant-in-Aid policy # F-17

Financial/Budgetary Implications:

\$1900.00 in unexpected funds originally allocated through Grant-in-Aid funds will flow through and be available for 2020.

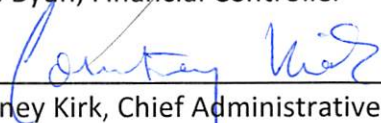
Time Requirements – Staff and Elected Officials:

N/A

Options to Consider:

Expend the funds as originally intended. Funds would not carry forward or be available in 2020, except if the board considered it as a new application.

Submitted by: 
Ye-Ne Byun, Financial Controller

Reviewed by: 
Courtney Kirk, Chief Administrative Officer

Board Meeting
NOV 14 2019
CCRD ITEM B(d)



REPORT TO THE BOARD

To: Courtney Kirk, CAO
CC: Board OF Directors, CCRD
From: Matthew Wheelock, Community Economic Development Officer
Meeting Date: November 14th, 2019
Subject: Development Services Monthly Report

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

New Central Coast Logo Tagline

A separate request for decision will be presented to the board seeking approval for the tagline (also known as a strapline) to accompany the logo.

Videography for the New Website

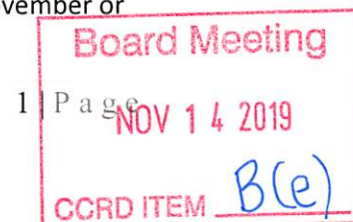
The CEDO, along with a professional videographer visited all the CCRD communities in October, including Bella Bella during the Heiltsuk Big House opening. We were very fortunate to have captured not only the Central Coast's beautiful scenery but also humpback whales, killer whales and grizzly bears on film.

The CEDO would like to formally acknowledge and thank the extraordinary help and support we received in all of the communities (often at very short notice) in capturing the footage. The CEDO would like furthermore to say that this little grant-funded film project is the first Central Coast-wide project that he has been involved with and that it was an honor and privilege to be part of it.

Subject to the board's approval of the proposed film theme, the CEDO will commence work on the narration and editing of the film in November.

EDAC

Due to workload and holidays in October, the next EDAC meeting will be held in late November or early December.



Art Installation at the Bella Coola Airport

The project continues to progress. The pole blessing ceremony has now occurred and we are hopeful to receive finalized designs from the artist and Nuxalk Nation cultural advisers as soon as possible.

Denny Island Website

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

Project Manager

The CEDO would like to formerly thanks and acknowledge the support and efforts of our new contract Project Manager, Joe Nash for his excellent work and support of the CCRD team, particularly in relation to the highly complex organization and logistics for the Community Workforce Response Grants.

Community Workforce Response Grant – Hospitality Training

The training is progressing well, Superhost and Foodsafe are now completed, and the final stage; FirstHost Front Line service starts on Dec 9th.

Community Workforce Response Grant – Geographical Information System Training


The training starts on Start Dec 12th for four days.

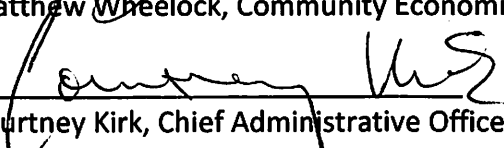
Community Workforce Response Grant – Grant Writer Training

The training starts on Dec 18th.

Community Workforce Response Grant – Business Workshop Training

This first stage in the Business Workshop Training commences on November 25th.

Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors, CCRD

From: Matthew Wheelock, Community Economic Development Officer

Meeting Date: November 14th

Subject: CEDO Return Flight from Vancouver

Recommendation:

THAT the Board of Directors of the Central Coast Regional District confirm that the CCRD will pay for the CEDO's return flight from Vancouver.

Issue/Background Summary:

The board requested that that CEDO attend the UBCM conference to video the CCRD's presentation. Administration organised and paid for the travel for the CEDO's attendance. It was later discovered that filming was not allowed at the event. The CEDO had a medical examination booked in Vancouver during the same time as part of his Permanent Residency Application impacting his ability to continue working for the CCRD. In addition, the CEDO had a meeting with the Cariboo Chilcotin Coast Tourism Association's videographer to discuss the grant-funded celebratory film that the CCRD was planning to make and to collect a hard drive of film clips. (The CEDO would not have had that meeting face to face unless he was planning to be in Vancouver anyway).

The CEDO found alternative travel down to Vancouver, but had no return travel options and flew on the originally booked CCRD flight.

Policy, Bylaw or Legislation:

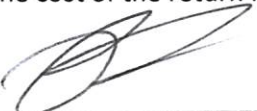
Financial/Budgetary Implications:

Cost of the flight \$387.14

Time Requirements – Staff and Elected Officials:

Options to Consider:

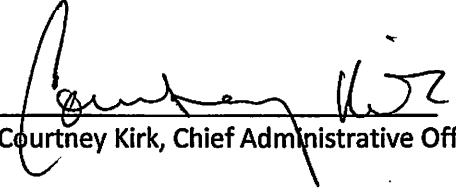
1. CCRD to cover the cost of the return flight
2. CEDO to cover the cost of the return flight

Submitted by: 

 Matthew Wheelock

Board Meeting
 NOV 14 2019
 CCRD ITEM B(f)

Reviewed by:



Courtney Kirk, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors, CCRD

From: Matthew Wheelock, Community Economic Development Officer

Meeting Date: November 14th

Subject: CCRD Celebratory Film Theme

Recommendation:

THAT the Board of Directors of the Central Coast Regional District confirm the use of the proposed celebratory film theme of depicting and exploring the places, people and landscapes of the central coast from the perspective of salmon returning to spawn.

Issue/Background Summary:

Administration has spent time considering different narrative themes to present the central coast in a way that will unite the different communities of the region. After careful consideration it was proposed that focusing on the journey and the past, present and future of the salmon would provide a unifying theme that would have appeal to residents in the central coast region.

Policy, Bylaw or Legislation:

Financial/Budgetary Implications:

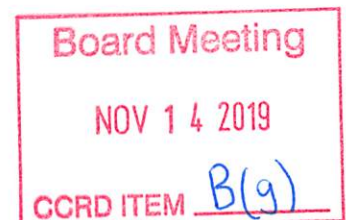
Time Requirements – Staff and Elected Officials:

Options to Consider:

Adopt the use of the new proposed film theme
Or
Do not adopt the new proposed film theme

Submitted by: 
Matthew Wheelock

Reviewed by: 
Courtney Kirk, Chief Administrative Officer





REQUEST FOR DECISION

To: Board of Directors, CCRD

From: Matthew Wheelock, Community Economic Development Officer

Meeting Date: November 14th

Subject: CCRD Logo Tagline

Recommendation:

THAT the Board of Directors of the Central Coast Regional District confirm the adoption of proposed new CCRD logo tagline: "Land of the Eternal Salmon" to be included under the approved new logo.

Issue/Background Summary:

To compliment the new CCRD logo and forthcoming CCRD celebratory film, a tagline of "Land of the Eternal Salmon" has been proposed to celebrate the beauty of the region and its core ecosystem species.

Policy, Bylaw or Legislation:

Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

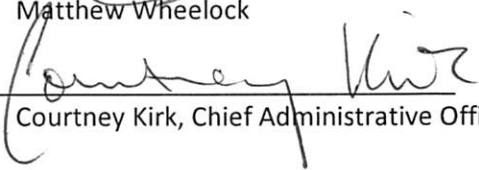
Options to Consider:

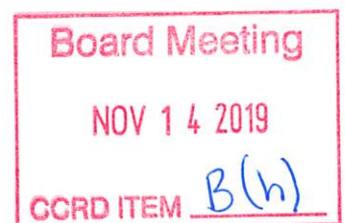
Adopt the use of the new proposed tagline

Or

Do not adopt the new proposed tagline.

Submitted by: 
Matthew Wheelock

Reviewed by: 
Courtney Kirk, Chief Administrative Officer





Circular No. 19:12

October 30, 2019

To: All Chief Administrative Officers

Re: **Investing in Canada Infrastructure Program:
Environmental Quality Program & Infrastructure Planning Grant Program -
Open for Application**

Environmental Quality (EQ) Program

The Province of British Columbia and Canada have partnered on the Investing in Canada Infrastructure Program (ICIP) to fund Community, Culture and Recreation; Rural and Northern Communities; Public Transit; and Green Infrastructure. The ICIP provides communities across British Columbia a variety of funding opportunities to build sustainable communities, to help create long term economic growth, and to support a low carbon, green economy.

The **Environmental Quality Program**, under the Green Infrastructure Stream, will provide project support for reliable water and wastewater systems that meet legislated standards.

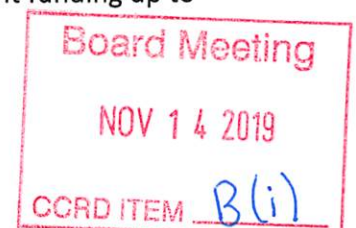
On September 25, 2019 Minister Selina Robinson announced that Canada and the Province are committing up to \$150 million for a second intake of the **Environmental Quality Program**. The application intake is now open as of **October 30, 2019** and the deadline for submission is **February 26, 2020**.

Additional information including the Program Guide, Application access, and Application Instructions are available on the ICIP website: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program. The program will support medium-term priorities with funding decisions anticipated in Spring 2021.

Every grant application is assessed in the context of published program eligibility guidelines and consideration is given to compliance with the conditions for a grant. This reinforces the expectation that grant funds are allocated fairly and equitably between competing projects.

Infrastructure Planning Grants

The Infrastructure Planning Grant Program (IPGP) is also available to assist local governments in preparing for future grant programs by providing an opportunity to obtain grant funding up to



Page 2

\$10,000 to help local governments plan, design and manage infrastructure. The Program can assist in the development of long-term comprehensive plans and feasibility studies that will improve public health and safety, enhance environmental protection and increase infrastructure sustainability. The Program has a year-round open intake with two application review deadlines. The next IPGP application deadline is **January 15, 2020**.

Program documents can be downloaded from the Ministry's website at:
<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/infrastructure-planning-grant-program>.

The Ministry is pleased to provide advice on what is looked for in a successful application for any of our programs. For more information, please contact the Local Government Infrastructure and Finance Branch by telephone at: 250 387-4060, or by email at: infra@gov.bc.ca.

Liam Edwards



Executive Director
Local Government Infrastructure and Finance Branch
Ministry of Municipal Affairs and Housing



To: Courtney Kirk, CAO

CC: Board of Directors, CCRD

From: Evangeline Hanuse, HNA&LC

Meeting Date: November 14, 2019

Subject: Telus Tower Update

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receives the Telus Tower Update.

**COMMUNITY SERVICE
NOVEMBER 2019**

The purpose of this report is to update the Board that there is no proposed date for the required meeting between the Board and Telus. Staff have been in contact with Telus and will continue efforts to secure a meeting date as required by the Board.

The Board required a commitment from Telus for a date for a meeting with their planning department, which was conditional to their support for the requested authorization to replace the town site cell tower.

The following resolution was put forth by the Board:

19-09-03 Bertrand and Kennedy concurs with Telus’s proposal to construct a wireless telecomm facility subject to consultation with the CCRD re: telecomm development and planning to improve services to other residents by November 14.

Submitted by: Evangeline Hanuse
Evangeline Hanuse, Housing Needs Assessment & Lands Coordinator

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer

Board Meeting
1 | NOV 14 2019
CCRD ITEM Blij



CENTRAL COAST REGIONAL DISTRICT
Central Coast OPERATIONS DEPARTMENT
REGIONAL DISTRICT
NOVEMBER 2019 REPORT

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: November 14, 2019
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Operations Monthly Report

RECOMMENDATION:

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

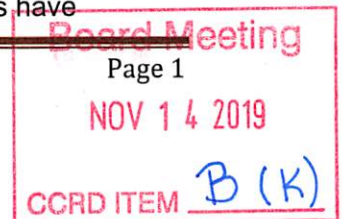
CCRD OPERATIONS
NOVEMBER 2019 HIGHLIGHTS

SOLID WASTE MANAGEMENT

1. Thorsen Creek Waste and Recycling Centre is now open on Mondays until the end of November, with the possibility of extending until the end of December. Additional funding is being provided by the Nuxalk Nation to accommodate the extra openings.
2. In late October, the CCRD Operations Manager attended the Coast Waste Management Conference in Langford and met with other regional districts and recycling stewards to find solutions to current challenges facing the CCRD and solid waste managers across the province.

A meeting and follow-up discussions have been had with Will Burrows from the BC Used Oil Management Association (BCUOMA) to find solutions to shipping of used oil containers, filters and used anti-freeze from Thorsen Creek Recycling Centre to the appropriate facilities for end of life recycling. Currently it is not financially feasible for 'collectors' to service Bella Coola and CCRD would have to pay the freight costs to get the materials out of Bella Coola. This is not in line with the spirit of the Recycling Regulation or BCUOMA's stewardship plan which details how they will provide and cover the cost for the recycling of used oil/antifreeze and associated containers/filters. Most stewardship plans such as that of Recycle BC (Steward for recycling of printed paper and packaging) pay for the full shipping costs of all the recyclables under the program, regardless of the remoteness of the depot location. BCUOMA has a different model where they designate several collectors (companies) across the province as being the responsible entities for depot operators to call to arrange pick-up of used oil and associated program materials. BCUOMA pays a unit rate incentive to the collectors that is supposed to cover their costs. Unfortunately, as many depots have

November 14, 2019



discovered, the unit rate is insufficient in many cases to cover the costs of servicing remote areas. With more than a semi-trailer load of containers, pails, filters and drums being stored at Thorsen Creek Waste and Recycle Centre, there is urgency around resolving this issue.

Ministry of Environment and Climate Change Strategy personnel updated local government staff on Ministry initiatives related to waste diversion.

Representatives from Indigenous Services Canada (ISC) updated local government staff with respect to opportunities and initiatives underway both in BC and across Canada. Discussions ensued around disposal of 'end-of-life' vehicles.

Members of the Indigenous Zero Waste Technical Advisory Group (IZWTAG) were on hand to share exciting new programs and projects underway in remote Indigenous communities across the province. Efforts have been focused on bringing a full range of recycling opportunities to isolated communities previously not serviced by many of the provincial recycling stewards.

In the CCRD update at the Local Government Roundtable session, the CCRD Operations Manager shared successes and challenges facing the CCRD with respect to Solid Waste Management. On the list of challenges facing CCRD is the issue of managing the free store/share shed at our Thorsen Creek Transfer Station. Many regional districts have avoided allowing free stores at their facilities or done away with them because of the level of liability associated with this type of initiative. Other solid waste managers at the roundtable were asked to share any advice around free stores located at regional district facilities. The feedback received was that if the CCRD is intent on keeping a free store in operation at its facility, one option to consider is leasing the free store space to a local non-profit to manage.

3. Geotechnical work was completed at TCWRC to support the installation of a septic system to service a washroom facility at the recycle depot.



Photo: Digging test pits for percolation tests.

4. No word has been received yet on the grant application submitted for a centralized composting operation at Thorsen Creek Waste and Recycling Centre.

RECREATION FACILITIES

Centennial Pool: Please see Pool Commission minutes.

Skating Rink: Nothing to report.

Walker Island Park: The staining project at the concession building is approximately 50% complete. Because of dropping temperatures and deteriorating weather conditions, it was decided to delay further work until the spring.

Snootli Creek Park: Nothing to report.

Nusatsum Park: It was reported that household garbage is being dumped in the refuse bin at the park.

BELLA COOLA TOWNSITE WATER SYSTEM

1. In response to a request for an emergency water shut-off to a commercial property on the town-site, staff undertook to locate the appropriate curb-stop valve box. In 2018, contractors were unable to locate the valve box for this property while completing the location and GPS survey of valve boxes for all water system customers.

On Friday November 1st, extensive effort was employed using a pin detector in combination with an excavator to try and locate the valve box. Many old pieces of steel debris buried in the ground made the job challenging and time consuming. Eventually there was no other recourse than to dig up the waterline beside the foundation of the building and attempt to follow it to the valve box. Two valve boxes were located, however neither one was connected to the active water line. No bedding sand was used in the original backfilling of the waterline and safely exposing the waterline was very challenging.

Eventually the waterline took an unexpected turn and change in elevation and excavation of a rock caused a rupture in the waterline around 2 p.m.. The trench quickly filled and the water had to be trenched and diverted down the alleyway to avoid flooding the basement entrance to the building. In an attempt to reduce water pressure in the ruptured line, gate valves at either end of the alleyway were shut. Water system customers serviced from the watermain in this area were without water for approximately 2-3 hours.

With the assistance of contractors Brad King and Taylor King, the ruptured line was repaired by 8:00 p.m. Friday evening. A new curb stop valve and valve box was installed and the water for this commercial property can now be shut off in an expedient manner.

The remaining backfilling and repair to the loading dock area was completed Monday November 4.

The incident highlights some issues with the townsite water system that should be addressed to reduce CCRD exposure to liability and customer dissatisfaction. The water service involved in this incident is one of several services for which no one can locate the shut-off. In the event of a leaking water line inside a building where the leak is located prior to the internal building shut-off, or in a situation where the main valve inside the building needs to be replaced, it is critical to be able to quickly shut off water at the curb stop valve.

FIRE PROTECTION

1. Staff and the CCRD grant writer will continue working to access grant funding to help supply new turn-out gear to the department.

STRATEGIC INITIATIVES

CENTENNIAL POOL UPGRADE

The CCRD Operations Manager completed a topographic survey of the pool site and installed survey control hubs to help facilitate geotechnical work, engineering/design work and upcoming construction at the Centennial Pool. A site plan was also prepared. Geotechnical work was undertaken in late October to support the pool upgrade project. A geotechnical report is currently being prepared and will help support the Request For Proposal process.



Photo: Geotechnical Engineer Hamid Tavakolian Bana records soil information from six test pits on site.

DENNY ISLAND WATER SYSTEM

Please see technical report provided by Urban Systems.

Paperwork was filed with BC Assessment in accordance with procedures around establishment of a service area.

Respectfully submitted,



Ken McIlwain, RPF,
CCRD Operations Manager