

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: Sept. 5/19. Board Meeting Date Sept. 12/19

Name of person or group wishing to appear before the Board of Directors: Bella Coola Harbour Authority

Address: 100 Government Wharf Hwy 20.

Number of people attending: 1 or 2 Spokesperson Name: Garrett Newkirk.

Subject of presentation: Challenges facing the Harbour related to increased volume (Tourism) of users.

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

help related to garbage & parking & laundry & washroom use.

Contact person (if different than above): Neil McLachlan (manager)

Daytime telephone number: 250-799-5633 | Garrett 604 992 1424

Email address: bellacoolaharbour@

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) unsure

Board Meeting
OCT 10 2019
CCRD ITEM 1.(a)

* 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
SEP 12 2019
CCRD ITEM 1.(b)

RECEIVED

2

SEP 25 2019

CENTRAL COAST REGIONAL DISTRICT

Central Coast Regional District

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: Sept 12/19 Board Meeting Date Oct 10

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

Desiree Lawson - MAPP Tech Support,
Central Coast Indigenous Resource Alliance (CCIRA)

Address: 173 Wabalista St. Bella Bella BC

Number of people attending: 1 Spokesperson Name: Desiree

Subject of presentation: Development of a needs analysis,
feasibility study for a pump-out station
on the central coast for rec/comm boaters
and floating lodges

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

A potential partner to create this
station - and/or treatment facility.

Contact person (if different than above): _____

Daytime telephone number: 250 957 8373

Email address: lawson.desiree@gmail.com

Will you be providing supporting documentation? yes no

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

* Delegations will have a maximum of 15 minutes to make their presentation to the Board.
* Delegation speakers, please be advised that: All questions and answers during a delegation must only be directed or received to Board members. No questions are to be directed or received from the public.

Board Meeting
OCT 10 2019
CCRD ITEM 1. (b)

RECEIVED

3

OCT 03 2019

Central Coast Regional District

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: Oct 3/19 Board Meeting Date Oct 10/19

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

Kevin O'Neill

Address: _____

Number of people attending: 1 Spokesperson Name: Kevin O'Neill

Subject of presentation: Conversion Study, waterworks update

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
OCT 10 2019
CCRD ITEM 1 (c)

Hagensborg Waterworks District Conversion Review



Prepared by:
Jim Tarves and Evangeline Hanuse
September 9, 2019

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INTRODUCTION

The purpose of this review is to outline the implications for the conversion of the Hagensborg Waterworks District (HWD) to the Central Coast Regional District (CCRD).

The authors of this report have cited information available from various sources. Some of these sources include:

- HWD Office
- CCRD Canada Infrastructure Grant Application
- Columbia Shuswap Regional District (CSRD)
- Motherwell & Associates Engineering Ltd. for HWD 1997 Report on System Development
- Urban Systems-Asset Management Investment Plan 2017 for CCRD
- The Ministry of Municipal Affairs and Housing

BACKGROUND

General Description

There are 224 parcels of land within the boundary of the HWD and its population is estimated to be about 460. The land-use within the community can generally be described as rural residential.

The necessary replacement of aging infrastructure and a new water treatment plant would not proceed without grant funding. The HWD has accumulated their present reserves for over 10 years. It would take possibly 30 to 40 or more years to save the money required to implement this proposed project. Being an improvement district makes access to capital funding very difficult, therefore, approaching the CCRD to sponsor this application was essential to continuity of and providing improvements to the water service to the community.

Climate change is expected to cause continued unpredictability and variability in precipitation and related weather events which impact watercourses. With respect to Snootli Creek, specifically the HWD's intake on this creek, this could lead to seasonal water shortages, spikes in turbidity impacting water quality, and similar conditions. The proposed treatment plant design will include provisions to deal with variable water quality, such as turbidity spikes and pathogens.

The proposed distribution system improvements and potential installation of water meters is expected to reduce water use through a combination of physical infrastructure improvements and behaviour change. This will make the service area less vulnerable to water shortages. The proposed storage reservoir will also help address variation in both water quality and quantity.

The proposed new water treatment plant will be designed to satisfy the following criteria:

- Deliver high quality water in accordance with the *Drinking Water Protection Act and Regulation* as well as the Guidelines for Canadian Drinking Water Quality (this is potable water)
- Meet the following treatment objectives outlined by Vancouver Coastal Health: 4 log (99.99%) reduction of viruses. 3 log (99.9%) reduction of Giardia and Cryptosporidium. 2 or more disinfection/treatment barriers for all surface water systems. Less than 1 NTU of turbidity, with a target of 0.1 NTU. 0 total and fecal coliforms and E. coli.

The long-term boil water advisory has been in effect in the HWD for 23 years due to elevated levels of organics in the surface water source. The community water system is supplied by raw surface water. New water connections may not be considered at this time due to VCH guidelines restricting community planning and development.

Administration

From 1965 to the early 70s, 29 regional districts were incorporated. It is fair to say that the provincial government's attention over the period of 1979 to 1989 was focused on creating a strong foundation of regional district government. Very little policy attention was paid to improvement districts.

The Ministry of Municipal Affairs and Housing remains committed to the legislation and the Ministry expects both regional districts and improvement districts to engage in

discussions concerning efficient and effective governance for delivery of critical services, such as water, sewer and fire protection to its citizens.

Conversion is the process of bringing the operations of an improvement district into compliance with the *Local Government Act*. Conversion is one way to provide governance and service, and one of the benefits of such a conversion is the ability to request funding under capital infrastructure programs. The policy has resulted in the voluntary dissolution of improvement districts; from the peak of 327 improvement districts to the current number as of October 2018 of 204. Of these improvement districts, 162 operate water systems.

In summary, this review is formed around the following points:

- Water treatment is a concern of some water users
- The approval of the current grant application
- Representation of the ratepayers after conversion

The CCRD has indicated that they are willing and ready to assist and will engage in the conversion process if there is a strong mandate from the ratepayers of Hagensborg.

All the interests in the community must be considered, and it is important to note that:

- A petition does not allow renters to express their opinion
- A referendum gives all residents the opportunity to vote provided they meet the normal requirements (see appendix A for further details on voting)
- The decision of having either a petition or referendum rests with the CCRD in collaboration with the ratepayers and HWD board

Finance

The current operating and capital budgets were passed on the 11th day of October 2018. The HWD maintains restricted reserve funds for the purposes of water and fire protection and the balance in the fund as at December 31, 2018 was \$1,227,494.

Operations

The last engineering assessment of the improvement district's capital works was done in August 2018 by Urban Systems. Based on the engineering assessment, a grant

application to the federal and provincial governments to construct and finance improvements to the capital works was passed unanimously by the trustees at that time.

Asset Management

In 2016 the CCRD undertook an asset management process that considers what they own, the cost to replace what they own and how much money needs to be invested annually to maintain the assets. If the HWD was converted there could be a charge to the ratepayers for the annual monies to be set aside to help replace the system when needed.

CURRENT ISSUES

Representation

The electoral area boundary between Areas C and D cuts through the community of Hagensborg and its ratepayers would be represented by two directors on the CCRD Board. This could be a positive or negative factor as Regional District directors may be responsible for a service area that they are not always residing in.

Administration and Operations

The CCRD and HWD along with other jurisdictions have experienced ongoing difficulty in recruiting and retaining staff and there is value to consolidating services. The duplication of legislative, administrative, financial and operational positions can be reduced through conversion.

Finance

Future opportunities to access funding for both fire protection funding and additional infrastructure requirements will be available through the CCRD. Improvement districts do not have the same funding opportunities as regional districts.

CONVERSION

The following include policies that could be adopted by the CCRD which includes what changes would take place in the HWD.

Representation

A standing committee could be created by the regional board and could be delegated certain responsibilities regarding Hagensborg water. This committee could be comprised of the electoral area director(s) and ratepayers and/or trustees from HWD. See Appendix B Comparison on Committees and Commissions.

Administration

What will the conversion process look like?

- The process normally takes 6-12 months
- The CCRD Board passes a resolution of their intent to take on the service
- The HWD trustees pass a resolution asking the Province that the improvement district be dissolved
- Conversion is essential for the HWD to access funds to replace failing infrastructure
- The property owners and residents in the improvement district are informed about the governance and financial impacts and have a chance to express their opinion on this matter
- The HWD and the CCRD have reached agreement to all the terms (including identifying the preferred timing of the conversion), and planned for the transfer of assets and liabilities
- The improvement district has discharged all its statutory obligations (audited financial statements, AGM etc.)

From there, here's what could happen:

- There are two options to dissolve the improvement district:

- **Option 1** The regional board can dissolve the improvement district by passing a service area establishment bylaw prior to the Cabinet order which is the same as an Order in Council (OIC). This bylaw not only dissolves the improvement district, but it also transfers responsibility for its services to the regional district. The service area establishment bylaw must receive the assent of the electors either by a petition, alternative approval process, or a referendum. This option is typically used when the construction and financing for a capital project to upgrade the service infrastructure forms part of the conversion proposal.
 - **Option 2** The Cabinet order (OIC) can establish the service under section 45(3)(a) of the *Local Government Act* as the service is “continued” by the regional district after dissolution. If the OIC establishes the service (“continues”), the regional district would then pass a bylaw under section 349 as an amendment with consent (after the OIC). Although that bylaw would be the establish bylaw for the service, it is considered an amendment as the service is already “continued”.
- An Order-in-Council goes to Cabinet for consideration. The Order will identify various key items and an effective date. Subject to the 6-12 month process we recommend it be January 1 of the following year so that it fits neatly with the local government fiscal year
 - Once the Order is signed by the Lieutenant Governor, a copy is sent to the improvement district and the regional district for their records
 - The improvement district wraps up its outstanding business and ensures delivery of the official seal, plus all materials, building keys, etc. prior to the effective date of the Order
 - Once the Order takes effect, the regional district destroys the official seal of the improvement district or returns it to the Ministry for destruction
 - The Regional District would pass a service amending bylaw
 - The contracts for the administrative staff will be transferred to the Regional District at conversion and it is proposed that they will be integrated within the Regional District, or their positions will be terminated with appropriate compensation

Finance

The Cabinet Order dissolving an improvement district would ensure that reserve funds of the HWD could only be used for the HWD water system and fire protection within the

current boundaries of the HWD. The CCRD will not be able to spend operating funds on any other services than the ones transferred from the improvement district.

Operations

Detailed List of Project Works Needed

The proposed works for the Hagensborg community water system may include:

- Construction of necessary replacement of aging infrastructure and a new water treatment plant equipped with filtration equipment, UV and chlorine disinfection systems, and instrumentation/controls equipment
- Connection of the existing emergency backup well to the proposed treatment plant to facilitate potential groundwater supply
- Replacement of a minimum of 7 km of distribution system watermains plus an additional approximately 1.5 km of branch lines that are undersized and deteriorated to the extent that they are the source of significant leakage
- Installation of approximately 30 fire hydrants throughout the distribution system
- Replacement of approximately 150 water service connections including potential installation of water meters

Fire Protection

Recommendation: That the HWD Fire Service remain as is until after conversion.

The CCRD could access their feasibility study funds, which are funds set aside to conduct feasibility assessments for new services. Depending on the scope of work for a study, an adequate report can be created for between \$10,000 - \$20,000. If as a result of the feasibility study, a formal assent occurs and passes, then the feasibility study funds used for the study are replenished by the local service area that is established that benefited from the study. The consultant could provide a sense of the requirements of the Fire Underwriters Survey as well as issues around recruitment, dispatch, equipment and capital.

IMPACT OF CONVERSION ON ISSUES

Representation

The standing committee that is established under Section 218(2) of the *Local Government Act* can help to compensate for the loss of autonomy. This is accomplished by providing advice and political support to the electoral area directors on water issues and economic development. This same committee can also be used to facilitate relationship building, cooperation and collaboration.

Administration

The CCRD is a member of the Municipal Insurance Association of BC (MIABC). MIABC was created in the 1980's at a time when BC's local governments were unable to obtain acceptable liability insurance in the commercial market. MIABC is not an insurance company but is a reciprocal insurance pool owned by the member local governments. The MIABC's insurance rates are generally more comprehensive and less expensive. Therefore, the cost of general liability coverage after conversion is generally reduced by a substantial amount.

Operations

The removal of the current boil water advisory would begin the process that would allow more development in the community which would enhance the autonomy of Hagensborg.

PROS AND CONS OF CONVERSION

Cons

- Change of current autonomy
 - Independence to continue maintenance of water system
- There would be two electoral area directors with possibly opposing views on the CCRD Board representing Hagensborg ratepayers' interest
- Neither of the electoral area directors on the CCRD Board representing Hagensborg may be actual users of the water system or fire protection service

Pros

- Improved actual autonomy as a community for new land development opportunities
- Availability of capital grants for infrastructure projects
- Access to borrowing through the Municipal Finance Authority
- Access to investment opportunities if funds earmarked for projects are not needed right away
- Improved capacity to deal with the effects of climate change that can cause variability and unpredictability that can impact water supply
- Streamlining the “capacity box” of administrative and operational staff so that there is not a duplication of draining the talent pool available in the valley
- Future funding opportunities for fire protection as the CCRD is one step closer to developing a cohesive and comprehensive fire protection plan in the valley
- Removes the difficulty in getting volunteers to commit to serving as a trustee, because of the time commitment and the increasing complexities of the operation and administration of improvement district services
- Better able to meet higher expectations of residents for the level of services
- Elimination of conflict with other local government services, such as land-use planning
- Elimination of criticisms by residents regarding accountability of trustees
- No liability concerns particularly with respect to water supply and quality issues
- Better able to deal with increasing costs of complying with enhanced provincial regulations and standards particularly in terms of the *Drinking Water Protection Act*
- Potential increase in property values due to potable water

See Appendix C for a comparison of improvement districts and regional districts

Impact of Conversion on Water Issues (for review purposes only)

	HWD As Is		HWD Without Grant		CCRD With Grant	
				Est. annual average fee		Est. annual average fee
REVENUE						
Tolls & Parcel Taxes Average based on 224 properties	\$118,384	\$275 Base \$125 Tax	\$318,500	1,425	\$96,500	\$430
EXPENSES						
Administration	\$ 18,001		\$30,000		\$15,000	
Treatment (inc) Payroll			20,000		35,000	
Maintenance	12,410		7,500		7,500	
Misc. legal, ins			10,000		5,000	
Other exp Prof Fees	14,588		4,000		4,000	
Utilities	4,175					
Asset Replacement/ Amortization	15,917		30,000		30,000	
Debt Payment			217,000			
Total Expenditures	65,091					
Surplus end of year	53,293					
	\$118,384		\$318,500		\$96,500	

Notes:

1. For comparative purposes Bella Coola Townsite rates are \$216* residential, \$898* commercial.
*We have not reviewed the CCRD 2019 budget but understand that these rates do not include a contribution to the Asset Replacement Fund.
2. The Urban Systems Report-2017 Asset Management Plan for capital asset of comparable value is \$75,000. \$30,000 is included in this review.
3. These figures relate to water service only; An explanation of the impact on fire is shown on the next table "Impact of Conversion on Fire Issues"
4. If the HWD decided to borrow the amount of the grant at a financial institution and repay it with a 30-year mortgage with current prime @ 3.95% the annual cost would be approximately \$217,000. For comparison purposes the MFA current rate at @ 2.39% would require an annual payment of \$172,000. The annual extra payment for the HWD to borrow the same amount would be \$45,000. Over thirty years this would amount to an additional burden on the HWD ratepayers of \$1,350,00. A \$200 per year increase is expected if borrowing money as an improvement district.

Impact of Conversion on Fire Issues (for review purposes only)

REVENUE		
Property tax on 224 properties	98,240	\$2.41/\$1,000 on a \$136k residence = \$328 property tax (2017 tax notice)
Misc. Rev and Interest	29,209	
Total Revenue	127,449	
EXPENSES		
Payroll Admin	13,370	
Repairs and Mtnce	3,771	
Hydrants Utilities Other expenses i.e. insurance, hydro, fees, suppliers etc	8,108 26,515	
2. Asset Replacement/Depreciation	1,768	
Surplus End of Year	73,917	
3. Debt Payment		
TOTAL	\$127,449	

Notes:

Currently there is 50/50 split between the revenue allocated from water delivery fees and fire protection taxes. If this "principle" were continued after conversion the impact of fire protection revenue that is presently collected through the BC Assessment Authority and Surveyor of Taxes would be somewhat identical to the impact on water charges.

No change to the actual fire protection infrastructure and equipment is contemplated in this review. The impact of conversion for fire protection services would be appropriately done after conversion and once the new water system is developed. The logic is that adequate water supply and flow is needed for fire protection. Also, without significant grant monies, tax levies will increase dramatically to pay for the recommendations in a feasibility study.

Appendices

Appendix A
Comparison on Committees and Commissions
CCRD Service Delivery and Governance Study Final Report, 2017

Type	Role/Power	Membership	Elected or Appointed?	How Created	CCRD Example	LGA
Advisory Committee	<ul style="list-style-type: none"> Advisory role only No delegated power 	Elected or non-elected officials	Appointed	Approved by Board	Economic Development Advisory Committee	
Standing Committee	<ul style="list-style-type: none"> Generally deals with broad topics Can be delegated authority for decision-making 	Elected or non-elected officials, provided that at least one member is a regional director	Appointed	Approved by Board chair. Delegation of any board authority may only be done by bylaw adopted by at least 2/3 of votes cast.	n/a	Section 218 (2)
Commission	<ul style="list-style-type: none"> Can be advisory, but generally delegated authority for operation of services 	Elected or non-elected officials	Appointed	Approved by Board. Delegation of any board authority may only be done by bylaw adopted by at least 2/3 of votes cast.	Denny Island Recreation Commission, Centennial Pool Commission, Airport Commission	Section 263
Local Community Commission	<ul style="list-style-type: none"> Delegated responsibilities and powers through delegation bylaw. Can operate or administer services, or can have purely advisory role 	4 elected commissioners plus electoral area director	Elected	Bylaw must be approved by referendum (residents within the LCC area). Delegation of authority may only be through a bylaw adopted by at least 2/3 of the votes cast.	n/a	Sections 243 – 245

Appendix B

FEATURE	REGIONAL DISTRICT SERVICE AREA	IMPROVEMENT DISTRICT
Implementation	<ul style="list-style-type: none"> • created by regional district bylaw • consent of electoral area director required or assent of voters • Inspector of Municipalities approves most establishment bylaws 	<ul style="list-style-type: none"> • Lieutenant Governor in Council relatively unfettered in incorporating, expanding or dissolving improvement districts • Letters Patent are the incorporating document • petition of residents normally required
Representation	<ul style="list-style-type: none"> • represented on the Regional Board by the electoral area director • the Board may delegate administrative responsibility to a local management committee with appointed members 	<ul style="list-style-type: none"> • represented by chair and two or more trustees • terms are for 3 years but are staggered so one or more members are elected in each year
Service Responsibilities	<ul style="list-style-type: none"> • no mandatory services • services are established by the Regional Board at the request of the residents 	<ul style="list-style-type: none"> • no mandatory services • smaller range of permissive services than municipalities • services are established by Cabinet
Administration of Services	<ul style="list-style-type: none"> • services administered by the Regional Board or delegated to a local management committee or commission • regional district staff required as necessary to facilitate administration and operation of services 	<ul style="list-style-type: none"> • services administered by the trustees • Secretary required and other staff as necessary to facilitate administration and operation of services
Fiscal Capacity	<ul style="list-style-type: none"> • access through the regional district to conditional local government grants only • province levies and collects taxes on behalf of the regional district • residents pay provincial rural services levy • cannot vary burden of taxes among different classes of assessment • any residual Home Owner Grant can be applied against taxes levied for local services 	<ul style="list-style-type: none"> • no access to conditional or unconditional local government grants • property taxes levied and collected by the improvement district except for street lighting and fire protection services which are levied and collected by the Provincial Surveyor of Taxes • residents pay provincial rural services levy • any residual Home Owner Grant can be applied against taxes levied for fire protection or street lighting services only • trustees can determine classes of

		assessment and the burden of taxes accordingly
Financing of Capital Works	<ul style="list-style-type: none"> • short and long term borrowing is available through the Municipal Finance Authority 	<ul style="list-style-type: none"> • fire protection and street lighting financed through Provincial Surveyor of Taxes • all other services financed through the Ministry of Finance
Community Planning Implications	<ul style="list-style-type: none"> • Regional Board responsible for planning with input from the Advisory Planning Commission if one is established • co-ordination of planning with local management committee if one is established, or between regional district departments 	<ul style="list-style-type: none"> • community planning rests with Regional Board even though improvement districts provide services with planning implications
Provincial Supervision	<ul style="list-style-type: none"> • procedural rules and safeguards are explicit in legislation • supervision is limited to boundaries, borrowing and legality 	<ul style="list-style-type: none"> • procedural rules and safeguards are not always explicit in legislation • supervision is extensive • bylaws are registered with the Inspector of Municipalities
General	<ul style="list-style-type: none"> • appointed members • the Board may delegate administrative and operational responsibility to a local management committee or commission • board can decide which services will be subject to delegation • board can determine the extent of delegation ranging from full operational and administrative decision making or advisory powers only • board can not delegate law making powers 	<ul style="list-style-type: none"> • elected commissioners • approval by voters • board can determine the extent of delegation ranging from full operational and administrative decision making or advisory powers only • board can not delegate law making powers
Representation	<ul style="list-style-type: none"> • commission or committee may include the electoral area director or not • standing committee requires that at least one member be a board director • commission or committee represented on the Regional Board by the electoral area director 	<ul style="list-style-type: none"> • four members elected from the community plus the electoral area director form the commission • commissioners can be elected annually or triennially
Implementation	<ul style="list-style-type: none"> • created by regional district delegation bylaw • no consent of electoral area director or assent of voters 	<ul style="list-style-type: none"> • created by regional district bylaw • approval of the electors required

	required	
Administration of Services	<ul style="list-style-type: none"> • regional district staff required as necessary to facilitate administration and operation of services 	<ul style="list-style-type: none"> • regional district staff required as necessary to facilitate administration and operation of services
Provincial Supervision	<ul style="list-style-type: none"> • procedural rules and safeguards are explicit in legislation • supervision is limited to boundaries, borrowing and legality 	<ul style="list-style-type: none"> • procedural rules and safeguards are explicit in legislation • supervision limited to boundaries, borrowing and legality



CENTRAL COAST REGIONAL DISTRICT
DRAFT REGULAR BOARD MEETING MINUTES

DATE: September 12, 2019

ATTENTION

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

Board Meeting
OCT 10 2019
CCRD ITEM A (a)

REGULAR BOARD MEETING MINUTES – September 12, 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:	Telus Communication Inc. c/o Cypress Land Service Inc. Land & Resource Specialist BC Cariboo Recovery Team Hagensborg Waterworks District	Tawny Verigin Sean Mitchell *via teleconference Kevin O'Neill
Gallery:	Joy MacKay	Area D Constituent

PART I – INTRODUCTION**1. Call to Order**

The Chair called the meeting to order at 10:15 am and acknowledged the meeting was taking place in the unceded traditional territory of the Nuxalk Nation.

2. Adoption of Agenda

- 19-09-01 M/S Directors Hall/Kennedy** THAT the following late items be accepted and inserted in the public agenda package as follows: Power Point for the Delegation from Sean Mitchell Land and Resource Specialist BC Cariboo Recovery Team
CARRIED
- 19-09-02 M/S Directors Hall/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

Tawny Verigin – Telus Communications Inc. c/o Cypress Land Services Inc.

Ms. Verigin began her presentation at 10:17 am. Ms. Verigin is a representative of Telus Communications Inc. (c/o Cypress Land Services Inc.). Telus has proposed to put up a new tower and take down the old one. She gave a presentation (included in the package) on the new Telus tower, proposed to be located at 627 Cliff Street. Increased coverage will be north of the Bella Coola town site. She provided information on proposed site plan, technical specifications, and health/safety. Ms. Verigin requested support for the proposal from the CCRD Board.

Chair Schooner and Board thanked Ms. Verigin for her delegation. Ms. Verigin thanked the Board for their time and concluded her delegation at 11:07 a.m.

19-09-03 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District concurs with Telus's proposal to construct a wireless telecommunications facility at the location of 627 Cliff Street, Bella Coola and subject to consultation with the CCRD Regarding telecommunication development and planning to improve services to other residents in the Regional District by November 14, 2019.

CARRIED

Neil McLachlan – Bella Coola Harbour Authority

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

Kevin O'Neill – Hagensborg Water Improvement District

Mr. O'Neill began his presentation at 11:08 a.m.

Mr. O'Neill began by thanking the Regional District for supporting the Hagensborg Waterworks Grant Application for new infrastructure and a treatment facility, which was 100% successful.

Mr. O'Neill gave an update of the Hagensborg Improvement District activities. He shared that they have hired Jim Tarves' to conduct a review on the pros and cons of conversion to the Regional District from a Water District. The review is finished and will be presented to rate payers at a public meeting in early October. They are hoping to retain Jim to execute next steps and liaise with CCRD in future.

Director Kennedy asked about the general climate with rate payers. Mr. O'Neill shared that he feels it is quite positive, especially now that a substantial (\$3.8m) grant has been received. Mr. O'Neill is confident that they will find a treatment plan that will be acceptable to most, enabling removal of the boil water advisory.

Director Northeast asked if Mr. Tarves report would include treatment method recommendations. Mr. O'Neill responded that Mr. Tarves will be summarising project economics, management, and governance. He shared that different treatment methods, including those with minimal chlorine treatment, have been discussed with Vancouver Coastal Health, who are responsible for approving the system.

Director Bertrand asked for clarification regarding the Water District's conversion. Mr. O'Neill stated that after conversion, the district would become a local service area under the jurisdiction of the CCRD.

Mr O'Neill also provided details about the number of people served (450) and the eastern boundary of service (extending past Troy Gurr's).

Director Hall shared frustration that First Nations communities are still under-served with regards to drinking water treatment.

Chair Schooner enquired as to the process being used to gauge rate payers' support. Mr. O'Neill suggested that an assent process could be used as a method to gain approval from rate payers. However, this remains to be determined. Director Kennedy followed up with a question about weighted votes from businesses – Mr. O'Neill emphasized that the method remains to be determined.

Mr. O'Neill was invited to the October board meeting by the board after studies and rate payers' meeting have occurred.

Mr. O'Neill concluded his delegation at 11:20 a.m.

Sean Mitchell – Land & Resource Specialist BC Caribou Recovery Team

Mr. Mitchell and Tammy Kendall began their presentation at 11:24 a.m.

Mr. Mitchell is a Land & Resources Specialist with BC Caribou Recovery Program Team. He gave a presentation outlining the program, with information on herds within the CCRD's boundaries, possible management actions and herd recovery planning. In particular, he highlighted relationships between the province, the federal SARA regulators, and First Nations as they related to caribou recovery planning; for example, a conservation partnership agreement is being negotiated for the central BC herd.

Mr. Mitchell described an upcoming herd planning engagement process and invited the CCRD to participate. He will follow up by email regarding meeting dates and hopes for an answer in the coming weeks. Travel and accommodation will be covered.

The Chair thanked Mr. Mitchell for his Delegation and he concluded their delegation at 12:09 p.m.

- 19-09-04 M/S Directors Bertrand/Kennedy** THAT the Board of Directors of the Central Coast Regional District accept their invitation to send a delegate to the Caribou Round Table and that we nominate Chair Schooner to sit on the BC Caribou Recovery Program Team Table. **CARRIED**

A Recess was taken for Lunch at 12:09 p.m.
The meeting reconvened at 1:07 p.m.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting July 11, 2019

- 19-09-05 M/S Directors Northeast/Kennedy** THAT the minutes from the July 11, 2019 Board Meeting be received. **CARRIED**
- 19-09-06 M/S Directors Northeast/Kennedy** THAT the minutes be adopted as presented. **CARRIED**

Chair Schooner shared that the CCRD Board of Directors have reached out to the Heiltsuk Tribal Council about a meeting regarding Emergency Management, that he hopes will take place in early October.

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Draft preparatory meeting materials for potential CCRD Cabinet Minister meetings requested during UBCM Convention, 2019

19-09-07 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the draft briefing notes and scripts prepared for potential meetings with cabinet ministers during the UBCM 2019 Convention. **CARRIED**

FINANCIAL SERVICES

(b) Welcome to CCRD – Ye Ne Byun, Financial Controller

19-09-08 M/S Directors Bertrand/Kennedy THAT the Financial Controller biography be received. **CARRIED**

(c) Budget vs Actual Variance Report – January-August 2019

19-09-09 M/S Directors Bertrand/Hall THAT the Board of Directors of the Central Coast Regional District receive the Budget vs Actual Variance Report January-August 2019. **CARRIED**

COMMUNITY & DEVELOPMENT SERVICES

(d) Community Economic Development Monthly Report

19-09-10 M/S Directors Hall/Kennedy THAT the Community Economic Development Officer Report be received. **CARRIED**

Community Economic Development Officer (CEDO) Wheelock joined the meeting at 1:31 p.m.

The Board asked CEDO Wheelock when the Hospitality and Grant Writing Training will be taking place. CEDO Wheelock advised that the training would take place sometime between September 2019 and January 2020.

(e) Request for Decision – Grant In Aid – Duplicated Resolution

19-09-11 M/S Directors Bertrand/Northeast THAT the Request for Decision: Grant In Aid – Duplicated Resolution be received. **CARRIED**

19-09-12 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District rescind resolution #19-03-17 passed during the March 14, 2019 Regular Board meeting. **CARRIED**

(f) Request for Decision – Seek Grant Funding for a Feasibility Study to explore the workability of CCRD owned Corporation to process apples into non-alcoholic cider

19-09-13 M/S Directors Bertrand/Hall THAT the Request for Decision: Seek Grant Funding for a Feasibility Study to explore the workability of a CCRD owned Corporation to process apples into non-alcoholic cider be received. **CARRIED**

19-09-14 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**

(g) Request for Decision – Contact Canada Post to seek re-designation of the Bella Coola Valley as a non-remote area

19-09-15 M/S Directors Kennedy/Northeast THAT the Request for Decision: Contact Canada Post to seek re-designation of the Bella Coola Valley as a non-remote area be received. **CARRIED**

Chair Schooner left the meeting at 2:06 p.m.
Chair Schooner rejoined to the meeting at 2:07 p.m.

Director Bertrand left the meeting at 2:08 p.m.
Director Bertrand rejoined the meeting at 2:09 p.m.

19-09-16 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District approve administration contacting Canada Post to seek re-designation of the Bella Coola Valley as a non-remote area. **CARRIED**

(h) Request for Decision – Submission of Grant Application to NDIT for a \$10,000 Housing Needs Assessment

19-09-17 M/S Directors Bertrand/Northeast THAT the Request for Decision: Submission of Grant Application to NDIT for a \$10,000 Housing Needs Assessment be received. **CARRIED**

Chair Schooner declared an Interest Affecting Impartiality because he is on the NDIT Board. Chair Schooner read the Disclosures of Interest Affecting Impartiality.

With regards to the Request for Decision: Submission of Grant Application to NDIT for a \$10,000 Housing Needs Assessment, with the recommendation 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 (NDIT). I disclose that I have an association with the applicant (or person seeking a decision). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.

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**

(i) Correspondence for Action: Letter from Cariboo Chilcotin Tourism Association

19-09-19 M/S Directors Hall/Kennedy THAT the Correspondence for Action: Letter from Cariboo Chilcotin Tourism Association be received. **CARRIED**

(j) Correspondence for Action: CCRD Bylaw 45 – Prohibition of Untidy Premises Bylaw Re: 1105 Highway 20 letter from Joy MacKay

19-09-20 M/S Directors Bertrand/Kennedy THAT the Correspondence for Action: Prohibition of Untidy Premises Bylaw Re: 1105 Highway 20 letter from Joy MacKay be received. **CARRIED**

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 to act upon the request from Ms. MacKay if it is enforceable. **CARRIED**

A recess was called at 2:41 p.m.
The meeting reconvened at 3:00 p.m.

(k) Report to the Board – CCCTA/CCCTMA Q&A from Delegation on July 11, 2019 Board Meeting

19-09-22 M/S Directors Hall/Northeast THAT the Report to the Board: CCCTA/CCCTMA Q&A from Delegation on July 11, 2019 Board Meeting be received. **CARRIED**

(l) Correspondence for Information: Economic Development Capacity Building Funding 2019

19-09-23 M/S Directors Hall/Kennedy THAT the Correspondence for Information: Economic Development Capacity Building Funding 2019 letter from NDIT be received. **CARRIED**

(m) Correspondence for Information: Community Promotion Videos, Marketing Initiatives Program letter from NDIT

- 19-09-24 M/S Directors Northeast/Hall** THAT the Correspondence for Information: Community Promotion Videos, Marketing Initiatives Program letter from NDIT be received. **CARRIED**

OPERATIONS

(n) Operations Manager Monthly Report

- 19-09-25 M/S Directors Hall/Bertrand** THAT the monthly Operations Manager Report be received. **CARRIED**

(o) Urban Systems Project Update, Denny Island Water System– September 2019

- 19-09-26 M/S Directors Hall/Bertrand** THAT the Urban Systems Project Update Report on the Denny Island Water System be received. **CARRIED**

(p) Request for Decision – Late Water Tolls

- 19-09-27 M/S Directors Hall/Kennedy** THAT the Request for Decision: Late Water Tolls be received. **CARRIED**

- 19-09-28 M/S Directors Hall/Kennedy** THAT the Board of Directors of the Central Coast Regional District authorizes that Notice of Water Shut off be sent out immediately to those premises that have 2019 water toll charges outstanding as at May 31, 2019, pursuant to Section 5 of Bylaw 282 and amending Bylaw 354. **CARRIED**

(q) Correspondence for Information: Re: Green Communities Committee Letter

- 19-09-29 M/S Directors Kennedy/Northeast** THAT the Green Communities Committee Letter be received. **CARRIED**

TRANSPORTATION SERVICES

(r) Transportation Monthly Report

- 19-09-30 M/S Directors Bertrand/Hall** THAT the Transportation Monthly Report be received. **CARRIED**

LEISURE SERVICES

(s) Centennial Pool Commission Meeting Minutes – July 17, 2019

(t) Centennial Pool Commission Meeting Minutes – August 14, 2019

- 19-09-31 M/S Directors Kennedy/Northeast** THAT the Centennial Pool Commission Meeting minutes dated July 17, 2019 and the August 14, 2019 minutes be received as a group. **CARRIED**

PROTECTIVE SERVICES

(u) Emergency Management Service Update: CCRD/Nuxalk Nation/EMBC MOU

19-09-32 M/S Directors Hall/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the Emergency Program Service Update: CCRD/Nuxalk Nation/EMBC MOU. **CARRIED**

(v) Correspondence for Information: Environmental Overview of Fire at the Bella Coola Harbour, June 27, 2019

19-09-33 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Environmental Overview of Fire at the Bella Coola Harbour Report, June 27, 2019. **CARRIED**

(w) Correspondence for Information: 2017 CEPF: Emergency Social Services (Volunteer Recruitment, Training and Equipment)

19-09-34 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the Correspondence for Information: 2017 CEPF: Emergency Social Services (Volunteer Recruitment, Training and Equipment) **CARRIED**

(x) Northeast Emergency Management Newsletter August 2019

(y) Correspondence for Information: Coastal Fire Centre – Wildfire News July 12, 2019 Issue 6 and August 23, 2019 Issue 9

(z) Correspondence for Information: Coastal Fire Centre Status Report

(aa) Correspondence for Information: My Red Cross News July 2019

(bb) Correspondence for Information: Emergency Support Services Modernization Project Communication – August 2019

19-09-35 M/S Directors Northeast THAT the Correspondence for Information: Northeast Emergency Management Newsletter, Coastal Fire Centre – Wildfire News July 12, 2019 Issue 6 and August 23, 2019 Issue 9, Coastal Fire Centre Status Report, My Red Cross Newsletter July, Emergency Support Services Modernization Project Communication – August 2019 be received as a group. **CARRIED**

GOVERNANCE

(cc) Report to the Board: UBCM

19-09-36 M/S Director Kennedy/Hall THAT the Report to the Board: UBCM be received. **CARRIED**

(dd) UBCM 2019 Official Opposition Meeting Opportunities

- 19-09-37 M/S Directors Kennedy/Northeast** THAT the UCBM 2019 Official Opposition Meeting Opportunities Letter be received. **CARRIED**
- (ee) Correspondence for Action: Invitation to the 6th Annual Resource Breakfast Series – September 2019**
- 19-09-38 M/S Directors Kennedy/Bertrand** THAT the Correspondence for Action: Invitation to the 6th Annual Resource Breakfast Series – September 2019 be received. **CARRIED**
- (ff) Correspondence for Action: Letter to Ban 5G from Lorraine Willis**
- 19-09-39 M/S Directors Kennedy/Bertrand** THAT the Correspondence for Action: Letter to Ban 5G from Lorraine Willis be received. **CARRIED**
- (gg) Correspondence for Information: The Coast Sustainability Trust II (CST II) – 2019 Second Quarter Report**
- 19-09-40 M/S Directors Bertrand/Kennedy** THAT the Correspondence for Information: The Coast Sustainability Trust II (CST II) – 2019 Second Quarter Report be received. **CARRIED**
- (hh) Correspondence for Information: Re: Creating a Lobbying Registry from the City of Victoria**
- (ii) Correspondence for Information: Gas Tax Agreement Community Works Fund Payment**
- (jj) Correspondence for Information: BC Hydro & Power Authority – Fleet Electrification Rate Application – Regulatory Timetable**
- 19-09-41 M/S Directors Hall/Bertrand** THAT the Correspondence for Information: Re: Creating a Lobbying Registry from the City of Victoria, Gas Tax Agreement Community Work Funds Payment, BC Hydro & Power Authority – Fleet Electrification Rate Application – Regulatory Timetable be received as a group. **CARRIED**
- (kk) Correspondence for Information: BC Hydro & Power Authority – F2020-F2021 Revenue Requirements Application – Project No. 1598990 – Community Input Sessions**
- 19-09-42 M/S Directors Northeast/Kennedy** THAT the Correspondence for Information: BC Hydro & Power Authority – F2020-F2021 Revenue Requirements Application – Project No. 1598990 – Community Input Sessions be received. **CARRIED**
- (ll) Correspondence for Information: Unveiling & Blessing of New Tsayalh (Stop) Signs Invite**
- 19-09-43 M/S Directors Bertrand/Hall** THAT the Correspondence for Information: Unveiling & Blessing of New Tsayalh (Stop) Signs Invite be received. **CARRIED**

(mm) Report to the Board: Canadian Wood Council/Wood Works – Nomination for 2019 Community Recognition Award

19-09-44 M/S Directors Bertrand/Northeast THAT the Report to the Board: Canadian Wood Council/Wood Works – Nomination for 2019 Community Recognition Award be received. **CARRIED**

The Board discussed the Directors Remuneration Bylaw. The CAO shared that to receive advances, the Directors would have to fill out an expense form and submit to the Financial Controller and CAO for approval. The full amount for travel cannot be paid in advance, but an advance can be made, as laid out in the Board Remuneration Bylaw.

19-09-45 M/S Directors Schooner/Kennedy THAT the Board of Directors of the Central Coast Regional District support remuneration of Director Hall at 1.5 days' under the remuneration bylaw for a work assignment preformed in supporting Regional District Chair and Staff in conducting the Logo and Branding Project in Bella Bella August 21 & 22, 2019. **CARRIED**

Director Hall made a Disclosures of Financial Interest and left the room.

I Director Hall disclose that in accordance with sections *100(2)(b) and 101 (1)(2) and (3) of the Community Charter*, I have a direct pecuniary interest that constitutes a conflict of interest in item Director Hall Work Assignment remuneration.

The reason for my declaration is: the item being discussed is Financial.

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

Director Hall left the meeting at 4:24 p.m.
Director Hall returned at 4:30 p.m.

Chair Schooner made a disclosure of Financial Interest and left the room.

I Chair Schooner disclose that in accordance with sections *100(2)(b) and 101 (1)(2) and (3) of the Community Charter*, I have a direct pecuniary interest that constitutes a conflict of interest in item Chair Schooner Bella Bella Work Assignment remuneration.

The reason for my declaration is: the item being discussed is Financial.

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

Chair Schooner left the room at 4:30 p.m.
Chair Schooner returned at 4:32 p.m.

- 19-09-46 M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District support remuneration of Chair Schooner in the total amount of \$1,550, for meals for three (3) days, two (2) days of travel and three (3) days in community under the remuneration bylaw for a work assignment performed in supporting Regional District Chair and Staff in carrying out in-community work in Bella Bella as part of the regional district branding project. **CARRIED**

A recess was taken at 4:49 p.m.
The meeting reconvened at 5:34 p.m.

(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 with the Board about their successful trip to the outer coast in August 2019 for the CCRD Branding Project. The trip was documented by video, audio and photographs and they interviewed many constituents. Chair Schooner shared that CEDO Wheelock did an amazing job in organizing the trip. He apologized that their travel schedule wasn't communicated better to arrange more meetings. He believes the trip was worthwhile.

Chair Schooner was happy to have the whole Board present at the September Board Meeting.

Chair Schooner gave thanks for all the hard work and service by the CCRD team in preparation for UBCM.

Chair Schooner shared about the loss that we had losing the BC Packers building at the Wharf.

Chair Schooner mentioned that it is good to be back at [the Board] table given the changes that have been made. He acknowledged the changes and improvements that have occurred in the Regional District, and expressed appreciation to the current Board.

Area A Report: Director Bertrand

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

Denny Island has had high volumes of fishing boats and yachts, particularly in summer. The demands on the waste and water management infrastructure to Shearwater Corporation is large.

He is looking forward to having a discussion with the Denny Island Community Development Association (DICDA) about what the Islanders are interested in (e.g. waste water treatment options).

In Rivers Inlet a family owned water taxi service business was recently set up to go between Port Hardy and Wuikinuxv. It is based in Rivers Inlet on reserve, owned by Danny Shaw (a Wuikinuxv member). They are operating as a social venture, with an operating grant from Coast Funds. In future conversations with the Ministry of Transportation regarding Sea Bus Service, this business should be supported. It is exciting to see indigenous communities stepping up where the provincial government has not.

Director Bertrand met with the Ocean Falls Improvement District (OFID) Board of Trustees. They are in support of the CCRD's approach of asking the province to start dealing with derelict buildings in Ocean Falls using taxes or fines against the people who abandoned or let their properties decay. During a community meeting, the 18 residents present were unanimous in their support for this. Residents suggested that the CCRD Board invite the appropriate decision-makers at UBCM to come to Ocean Falls to see the challenges that Ocean Falls is facing.

Director Bertrand shared that he also met Kevin Day, Ocean Falls Block Chain Corporation He is apparently looking to expand his new bitcoin mining business, and exploring other ways to use the surplus energy coming out of the dam. It is exciting to see industrial interest in Ocean Falls, which could lead to more jobs and a viable community.

Director Bertrand shared his concerns about the drainage issues in Ocean Falls. An old trench that used to divert water coming off the mountain away from the town site is now overgrown. In a number of locations, the water is going underneath people's homes or going down the street in the winter time. The town is facing potential litigation from home owners and infrastructure failure if these issues are not dealt with. He shared his concerns about the Province wanting all Improvement Districts to convert into Regional Districts. CCRD needs to provide strategic assistance to Ocean Falls to tackle their infrastructure issues.

CAO Kirk shared her appreciation for the work Director Bertrand did in Ocean Falls, and that she received positive feedback about his trip. CAO Kirk appreciated him setting an example by using his agency as Area Representative to meaningfully connect with constituents and get their feedback on political advocacy initiatives. She is grateful for the credibility and substance this adds to what CCRD will be doing at UBCM, and that Director Bertrand undertook this advocacy work with his constituents with minimal to no additional burden to CCRD Staff.

Area B Report: Director Hall

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

Directors Hall shared there is a lot going on in Bella Bella. Through the era of federal reconciliation the Heiltsuk Nation have been awarded several funding pots including: a joint agreement among

several nations that constitutes approximately \$190 million dollars, a Gladstone settlement agreement of approximately \$80 million and another Reconciliation incremental agreement of approximately \$42 million.

Director Hall expressed that this results from working together on the coast in identifying issues, creating solutions, presenting solutions and being rewarded at the end. Community engagement with regards to use of funds will be the next challenge.

Director Hall shared his appreciation for the CCRD for accomplishing so much.

One current concern for many is the Indian Day School settlement. Much knowledge has been lost, which makes claims difficult.

They've had several inquiries of the visiting of the Lieutenant Governor who, coming to Bella Bella. He shared his appreciation that the Lieutenant Governor chooses to learn some of the languages of places she visits.

Director Hall shared his appreciation for what he is learning through the Union of BC Municipalities (UBCM) He sees them as being one of the most influential groups that are not directly the government; their lobbying efforts and engagements with Ministers are unprecedented compared to many organizations. He is enjoying learning from what other communities are facing, though many priorities are different than our regional district. He is hopeful that he is successful again in running and thankful to the CCRD Board for nominating him and to CCRD staff for their help. He sees this seat as a way to have First Nations and CCRD voices heard. Director Hall revisited his presentation with CAO Kirk in Victoria, and noted that related suggestions were approved. He also reported on the evolving relationship between Assembly of First Nations (AFN) and UBCM, including discussions about Financing Reconciliation and the importance of having the MOU between First Nations organisations. He asked UBCM to strengthen their relationship with Union of BC Indian Chiefs (UBCIC) considering it is a BC Organization.

In Bella Bella, a new fire siren with voice commands has been installed. Right now they are doing testing and training people on its activation and use. The next steps are developing a chain of command to ensure it is not misused.

Area C Report: Director Kennedy

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

Director Kennedy shared that the 20th Annual Music Festival went well. However, the Music Festival board is having capacity issues. The Agriculture and the Fall Fair Societies are also having capacity issues. She shared she is curious if there is funding for capacity building to learn how to be on a board for local organizations in the region.

Director Kennedy noted that there was also a great turn out at the Fall Fair last weekend. Everyone had a great time but they had a hard time with volunteers and the clean-up effort.

Director Kennedy highlighted that it has been a busy year for tourism, with increased traffic flow through the valley. There have been some accommodation issues, with everywhere being full.

Director Kennedy shared that she had dinner with Taylor Bachrach, the new federal candidate for Area C in the upcoming federal election while he was here on his campaign. She understands that some constituents that were upset they didn't get to meet with him, and regrets that he was just here for a short time.

Many have been reaching out to Director Kennedy about the human bear safety conflict issues. She shared details of a positive meetings at the CCRD Office with CAO Kirk and CEDO Wheelock, Conservation Officer, Chief Webber, and WildSafe to prepare for UBCM advocacy efforts. They resolved some communication issues that they have been working on for some time. She shared that she hopes she is able to meet with the Environment Minister at the upcoming UBCM and talk about how this situation is affecting our quality of life in the Valley. She would like to include a food security lens to this issue.

Area D Report: Director Northeast

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

Director Northeast reported that people seem to be happy about the approval for funding of the water treatment. The big question that arises is how it will be treated. He's sure the CCRD will do its best to answer those questions moving forward.

Director Northeast is pleased that the EOC was not activated this summer.

He also reported that some constituents are very pleased with how the landfill crew makes an effort with assistance to the public.

Director Northeast attended the first business meeting of the new Harbour Board, whose AGM was last spring. They had a very busy summer given there were as many as 225 boats at one time, which creates capacity issues. Their Harbour Authority's primary concerns remain around security, waste and parking. He is working with them to solve some of those situations.

A recess for dinner was taken at 6:14 p.m.
The meeting reconvened at 6:45 p.m.

(C) BYLAWS AND POLICIES

a) Bylaw No. 467, Board Meeting Procedures Bylaw

19-09-47 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District receives the report of the possible revisions to CCRD Bylaw no. 467 Central Coast Regional District Board Meeting Procedures Bylaw 467, 2016.

CARRIED

The regular board meeting went in camera at 7:01 p.m.

19-09-48 M/S Directors Kennedy/Northeast 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

a) Matters Brought out of Camera

The following resolutions were released from in-camera:

There was no resolutions released from in-camera.

(F) ADJOURNMENT

19-09-49 M/S Directors Kennedy/Northeast THAT the meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned at 9:40 p.m.

Chair

Chief Administrative Officer



REPORT

To: Board of Directors
From: Courtney Kirk, CAO
Meeting Date: October 10, 2019
Subject: Ken McIlwain, Operations Manager – 6 years of CCRD Public Service Recognition Report

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receive the report.

Summary:

Operations Manager Ken McIlwain began his service with the CCRD on October 01, 2013 as Public Works Manager. His responsibilities have expanded to include operations more broadly. His position title is now Operations Manager. In appreciation, Administration asked Ken to share some highlights from his six years of service with the CCRD as follows. Thank you, Ken, for your dedication to the CCRD, our constituents and our services.

1. The opportunity to meet, work with and learn from a wonderful and talented group of people
2. Updating the CCRD Solid Waste Management Plan
3. Updating the solid waste agreement with the Nuxalk Nation
4. Introducing full range of recycling opportunities to the Valley
5. Designing and constructing new Transfer Station and Recycling Centre
6. Designing and constructing a new Concession at Walker Island Park and replacing ball park infield
7. Obtaining funding and undertaking the obstacle removal project and other enhancement projects at the Bella Coola Airport
8. The opportunity to advance the Denny Island Community Water System and Centennial Pool Renewal Projects
9. Planting beautiful trees wherever I can!

Submitted by: _____
Courtney Kirk, Chief Administrative Officer





REPORT

To: Board of Directors
From: Courtney Kirk, CAO
Meeting Date: October 10, 2019
Subject: Evangeline Hanuse - Housing Needs Assessment Coordinator

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receive the report.

Summary:

The Central Coast Regional District is in receipt of NDIIT funding to support temporary human resource costs to coordinate a housing needs assessment for communities throughout the Region. Housing needs assessments are a new legislative requirement under the *Local Government Act* (see ss. 585.2 - 585.4 excerpted below).

Evangeline Hanuse was selected to fulfill the function allowing her to move from a part-time lands coordination function at the CCRD to a fulltime employee. Administration remains optimistic that there may be opportunity in the future to reimagine Evangeline's role as a shared Nuxalk Nation/CCRD lands coordination employee to achieve best value for constituents. At this time Administration is grateful for the added capacity that Evangeline now brings fulltime to the CCRD. Welcome Evangeline to your expanded role!

A little more about Evangeline:

Evangeline Hanuse is a member of the Nuxalk Nation and has a diverse lineage from the Wuikinuxv Nation and Europe. Her educational background includes a Bachelor of Arts degree with a major in Criminology and minor in Sociology from Simon Fraser University.

Evangeline's previous time with the Central Coast Regional District involves a joint internship with the Nuxalk Nation. Highlights of the internship included working on the local government election and attending MATI (Municipal Administration Training Institute) Foundations in Kelowna, as well as networking with other likeminded individuals.

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CCRD ITEM B(b)

In her spare time Evangeline enjoys spending time with her two daughters, finding creative outlets, and learning the Nuxalk language.

New legislative requirements:

Housing needs reports

585.2 A local government must prepare housing needs reports in accordance with this Division.

Collection of housing information

585.21 (1) Subject to the regulations, a local government must collect information in relation to the demand for and supply of housing for the applicable area of the local government for the purpose of preparing a housing needs report.

(2) For the purpose of subsection (1), a local government must collect the following:

(a) statistical information about current and projected population;

(b) statistical information about household income;

(c) information about significant economic sectors;

(d) information about currently available housing units and housing units that are anticipated to be available, including information about types of housing units;

(e) any other prescribed information.

Content of housing needs report

585.3 A housing needs report must

(a) be in a format prescribed by regulation, if any,

(b) be based on the information collected under section 585.21, and

(c) include the following, subject to the regulations, in relation to the applicable area for the local government:

(i) for each type of housing unit, the number of housing units required to meet current housing needs;

- (ii) for each type of housing unit, the number of housing units required to meet anticipated housing needs for at least the next 5 years;
- (iii) any other prescribed information.

When and how housing needs report must be received

585.31 (1) A local government must, by resolution, receive housing needs reports in accordance with this section.

(2) A local government must receive a housing needs report at a meeting that is open to the public.

(3) A local government must receive

(a) the first housing needs report no later than 3 years after the date this section comes into force, and

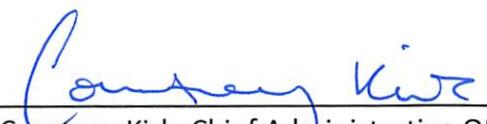
(b) every subsequent housing needs report no later than 5 years after the date that the most recent housing needs report was received.

Publication of housing needs report

585.4 As soon as practicable after a local government receives a housing needs report, the local government must publish the housing needs report on an internet site that is

(a) maintained by the local government or authorized by the local government to be used for publishing the report, and

(b) publicly and freely accessible.

Submitted by: 
Courtney Kirk, Chief Administrative Officer