



Central Coast

REGIONAL DISTRICT

That we may be good people together

DRAFT REGULAR BOARD MEETING MINUTES

DATE: SEPTEMBER 8-9, 2021

Board Meeting
OCT 14 2021
CCRD ITEM (A)a

ATTENTION

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

REGULAR BOARD MEETING MINUTES – SEPTEMBER 8-9, 2021

In Attendance:	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E	Director Daniel Bertrand Director Travis Hall Chair Jayme Kennedy Director Lawrence Northeast Alternate Director Richard Hall
Staff:	Chief Administrative Officer Recording Secretary Operations Manager Operations Assistant Executive & Operations Assistant Contractor	Courtney Kirk Evangeline Hanuse Ken McIlwain Jim Ward Destiny Mack Donna Mikkelson
Delegations:	EMBC Connected Coast	David Schadt & Ryan Wainwright Pontus Lindgren & Renée LaBoucane

PART I – INTRODUCTION

1. Call to Order

Vice Chair Kennedy called the meeting to order at 9:25 a.m. and acknowledged the territories of the Nuxalk Nation, Heiltsuk Nation, and Wuikinuxv Nation, and respective First Nations territories on which CCRD provides services.

2. Adoption of Agenda

- 21-09-01 M/S Directors Northeast/Bertrand** THAT the Agenda be adopted as amended by moving the EMBC delegation to September 9th and adding the late items of the Denny Island Community Water System Project Update, the Bella Coola Valley Flood Risk Assessment and Modelling Update, and the Hagensborg Water System Upgrades Project Update, and receiving a potential meeting with Chief Douglas Neasloss of the Kitasoo/Xai'Xais. **CARRIED**

3. Disclosures of Financial Interest

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

No disclosures of financial interests were made.

4. Disclosures of Interests Affecting Impartiality.

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

No disclosures affecting impartiality were made.

(A) ADOPTION OF MINUTES**a) Regular Board Meeting July 8, 2021**

- 21-09-02** M/S Directors Northeast/T. Hall THAT the minutes from the July 8, 2021 Board Meeting be received. **CARRIED**
- 21-09-03** M/S Directors Bertrand/T. Hall THAT the minutes from the July 8, 2021 Board Meeting be adopted as presented. **CARRIED**

PART II – PUBLIC CONSULTATION**1. DELEGATIONS*****Pontus Lindgren & Renée LaBoucane, Connected Coast Project***

Vice Chair Kennedy welcomed the delegation reminding the Board and delegates of the allotted time of 15 minutes.

Mr. Lindgren is representing the owner in terms of community engagement. Mr. Lindgren began his presentation by noting that cable was going into the water up north closer to Prince Rupert and that work will begin in the CCRD area in the Fall. Mr. Lindgren is hoping to get a letter of support from the regional districts involved, including the CCRD.

Ms. LaBoucane introduced herself and noted she is with the Strathcona Regional District as the Manager of Strategic Initiatives. They are a partner with CityWest who is implementing and building the Connected Coast network.

Connected Coast will bring high-speed internet to rural and remote communities along the BC coastline, Haida Gwaii and Vancouver Island. Anyone who will get involved with this project will likely hear other names such as Hazelbrae Holdings, Baylink, and Westpark Environmental. Funding for the project include various government funding.

There are over 3400 km of submarine fibre optic cable going into the water, bringing high speed internet to over 139 coastal communities. The aim is to bring affordable, reliable high-speed internet to all of these remote communities and all of the benefits that come with that.

The fibre path will cross traditional territories of all the coastal First Nations and will be a new or enhanced service for as many as 48 First Nation communities. There will be opportunity for economic development, healthcare, and education, to name a few.

If conditions are favourable the cable will be trenched into the ground using a mini excavator in the inter-tidal area and not trenched in the ocean floor because of added risks to the cable. Divers accurately lay the cable through the inter-tidal zone. The cable will lie on the ocean floor, depending on the substrate where it is laying the cable tends to self-bury quite quickly in soft sediments. At landing sites there are buried vaults where cable is anchored from submarine to terrestrial. There will be cabinets that need a power source. Ideally these will be located next to power poles.

Archaeological concerns are addressed through consultation with First Nations. There are Chance Finds procedures in place. Archaeologists will be on site as necessary.

The Board asked about Indigenous harvesting and cables going through fishing grounds. Long lining for halibut may happen in certain areas where cables are being installed. Mr. Lindgren noted they are working with every First Nations community for the entire network and trying to find out where the areas of active harvest are. Specific harvest areas will be avoided. For crab and halibut fishing there is low potential for any interaction. It's the type of fishing that scrape the bottom of the floor that will be impacted. Even then the risk is quite low unless scraping deep into the ocean floor. Heiltsuk engagement is underway and Mr. Lindgren may hear back soon from the Nation.

Discussions are underway with Front Counter BC on getting land tenure agreements and permitting that may be necessary. The primary goal with design is to avoid problems. Landing sites may require Heritage Alteration Permits.

The Board asked if something should happen or go wrong with the cable, what kinds of technologies are available to deal with the issue? Mr. Lindgren responded that the technology can be pinpointed within meters where the issue is. The cable will be brought to the surface to be repaired and can occur quite quickly depending on ocean conditions.

The Board asked who the repair people are and where are they coming from. Mr. Lindgren can look into this question as CityWest is responsible for operations. Ms. LaBoucane added that there is redundancy created in network and if there is a break in the line it will not fail entirely.

The Board asked about glass sponge reefs. Mr. Lindgren noted that glass sponge reefs are high on the priority list. There is work done by DFO and mapping that is being utilized but there are no dive surveys being done along the entirety of the cable route. Reefs are being actively avoided.

The Board asked about last mile service and if there are proponents doing work outside of the regional district, like Telus connecting to landing spots or other groups. Also, can only one organization connect and provide services. Ms. LaBoucane noted that the network is open access for any internet service provider to connect to landing sites. Telus has not been interested in

connecting to those landing sites. CityWest has worked with a number of communities to apply for funding to build out last mile services in many communities. Bella Coola was approved for a last mile service application, and other communities are awaiting on federal funding solutions. Ms. LaBoucane will gather a list of partners and give those to the Board.

Vice Chair Kennedy thanked Mr. Lindgren and Ms. LaBoucane for the presentation and concluded the delegation.

The Board discussed providing a support letter with provisions added for culturally sensitive food fish areas.

- 21-09-04 M/S Directors Northeast/T. Hall** THAT the Board of Directors of the Central Coast Regional District directs Administration to edit and send the support letter sample drafted to the Strathcona Regional District and add that meaningful consultation take place with Kitasoo/Xai'xais Nation, Heiltsuk Nation, Nuxalk Nation and Wuikinuxv Nation in regards to traditional harvesting including long line use and subsistence prawn and crab traps, and to remove the sentence that reads, "We look forward to assisting you in every way possible to complete viable plans and arrangements as required for construction, permitting, and tenure agreements as well as permissive tax exemptions." **CARRIED**

PART III – LOCAL GOVERNANCE

(B) BYLAWS AND POLICIES

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

i. Policy Review – Workplace Discrimination, Bullying & Harassment

Director T. Hall left the meeting at 10:20 a.m.

- 21-09-05 M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Policy Review – Workplace Discrimination, Bullying & Harassment. **CARRIED**

Director T. Hall returned at 10:21 a.m.

- 21-09-06 M/S Directors Bertrand/Northeast** THAT the Board of Directors of the Central Coast Regional District approves and amends the Workplace Discrimination, Bullying and Harassment Policy (E-8) as presented and that the Ethical Standards of Conduct for Elected Officials (E-7) be presented at the regular Board meeting in October. **CARRIED**

ii. Policy Revision – A-2 to recognize National Day for Truth & Reconciliation

21-09-07 M/S Directors T. Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Policy Revision – A-2 to recognize National Day for Truth and Reconciliation. **CARRIED**

21-09-08 M/S Directors Hall/Northeast THAT the Board of Directors of the Central Coast Regional District amends Policy A-2 Office Hours & Period of Closure to include the National Day for Truth and Reconciliation on September 30 each year as a designated day that the CCRD office is closed to the public;

AND THAT the Board of Directors of the Central Coast Regional District authorize the National Day for Truth and Reconciliation on September 30 to be deemed a paid holiday for CCRD regular salaried employees and that hourly and part-time employees are compensated per provincial requirements for statutory holidays for the delivery of essential CCRD services on September 30. **CARRIED**

The Board recessed at 10:51 a.m.

The Board reconvened at 11:08 a.m.

b) Request for Decision: Bylaws for Review, Revision, Rescind or Adoption

i. Bylaw Adoption – Bella Coola Valley Parks/Rec Rates & Charges

21-09-09 M/S Directors Northeast/Bertrand THAT Bylaw # 505, cited as the “Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw No. 505, 2021”, be now introduced and read a first time; **CARRIED**

21-09-10 M/S Directors Northeast/Bertrand THAT Bylaw # 505, cited as the “Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw No. 505, 2021”, having been given due and detailed consideration by the Board be now read a second and third time. **CARRIED**

21-09-11 M/S Directors Northeast/Bertrand THAT Bylaw # 505, cited as the “Bella Coola Valley Parks and Recreation Function Rates and Charges Bylaw No. 505, 2021”, having been reconsidered and having met all prerequisites for final adoption be now finally adopted, sealed and signed by the Chair and the Person responsible for corporate administration. **CARRIED**

ii. Bylaw Adoption – Firvale Wilderness Camp Rezoning Bylaw

21-09-12 M/S Directors T. Hall/Northeast THAT Bylaw # 504, cited as the “Bella Coola Valley Zoning Amendment Bylaw No. 504, 2021”, be now introduced and read a first time; **CARRIED**

21-09-13 M/S Directors T. Hall/Northeast THAT Bylaw # 504, cited as the "Bella Coola Valley Zoning Amendment Bylaw No. 504, 2021", having been given due and detailed consideration by the Board be now read a second time. **CARRIED**

iii. Letter from Nancy Atkinson

21-09-14 M/S Directors T. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the letter from Nancy Atkinson. **CARRIED**

iv. Letter from Tom & Dolores Vosburgh

21-09-15 M/S Directors T. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the letter from Tom & Dolores Vosburgh. **CARRIED**

21-09-16 M/S Directors Bertrand/T. Hall THAT the Board of Directors of the Central Coast Regional District nominate Director Northeast to be the Chair of the Variance Board and delegate the Public Hearing accordingly. **CARRIED**

v. Bylaw Adoption – Bylaw No. 506, Officers & Employees Bylaw

21-09-17 M/S Directors Northeast/Bertrand THAT the Board of Directors of the Central Coast Regional District receive Bylaw No. 506, Officers & Employees Bylaw. **CARRIED**

21-09-18 M/S Directors Bertrand/T. Hall THAT Bylaw #506, cited as the "Central Coast Regional District Officers and Employees Bylaw No. 506, 2021", be now introduced and read a first time. **CARRIED**

21-09-19 M/S Directors Northeast/T. Hall THAT Bylaw #506, cited as the "Central Coast Regional District Officers and Employees Bylaw No. 506, 2021", having been given due and detailed consideration by the Board be now read a second and third time. **CARRIED**

The Board recessed at 11:55 a.m.

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

The Board reconvened at 12:58 p.m.

Alternate Director R. Hall joined the meeting at 12:58 p.m.

(a) Strategic Plan Review at 1:00 pm – Presentation by Alison Sayers

The Board reviewed and discussed the Strategic Plan and provide comments for amendment including deleting the taxation boundary for the Denny Island Recreation Commission and instead authorizing a feasibility study into amalgamating the Denny Island Recreation Commission, the Denny Island Airport Commission, and the future water service into a single commission or

committee. Administration is to bring the plan back to the Board in October for final review and adoption of amendments.

The Board recessed at 1:44 p.m.
The Board reconvened at 2:02 p.m.

The Board recessed at 2:46 p.m.
Director Northeast left the meeting at 3:00 p.m.
The Board reconvened at 3:16 p.m.

(b) 2019-2022 Strategic Plan Amendments adopted October 2020

(c) Canada Community-Building Fund/Gas Tax Fund: Community Works Fund Top-Up Payment & Updated Eligibility Guidelines

21-09-20 M/S Directors T. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the Canada Community-Building Fund/Gas Tax Fund information. **CARRIED**

TRANSPORTATION SERVICES

(d) Denny Island Airport Operation & Facilities Service Update

21-09-21 M/S Directors Bertrand/T. Hall THAT the Board of Directors of the Central Coast Regional District receives the Denny Island Airport Operation & Facilities Service Update. **CARRIED**

(e) Bella Coola Airport & Facilities Service Update

21-09-22 M/S Directors T. Hall/R. Hall THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Airport & Facilities Service Update. **CARRIED**

PUBLIC WORKS

(f) Solid Waste Service Update

21-09-23 M/S Directors T. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the Solid Waste Service Update. **CARRIED**

(g) SABC Accessibility Framework – Opportunity for CCRD comment

21-09-24 M/S Directors Bertrand/R. Hall THAT the Board of Directors of the Central Coast Regional District receive the SABC Accessibility Framework. **CARRIED**

21-09-25 M/S Directors Bertrand/T. Hall THAT the Board of Directors of the Central Coast Regional District authorize Operations Manager McIlwain to advocate on behalf of the regional district on the matter of the SABC Accessibility Framework. **CARRIED**

Director Northeast returned at 3:27 p.m.

(h) Late Item: Denny Island Community Water Project Update

21-09-26 M/S Directors Bertrand/R. Hall THAT the Board of Directors of the Central Coast Regional District receives the late item: Denny Island Community Water Project Update. **CARRIED**

(i) Late Item: Bella Coola Valley Flood Risk Assessment & Modelling Update

21-09-27 M/S Directors R. Hall/T. Hall THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Valley Flood Risk Assessment & Modelling Update. **CARRIED**

(j) Late Item: Hagensborg Water System Upgrades Project Update

21-09-28 M/S Directors T. Hall/R. Hall. THAT the Board of Directors of the Central Coast Regional District receive the Hagensborg Water System Upgrades Project Update. **CARRIED**

COMMUNITY & DEVELOPMENT SERVICE

(k) Referral – Electric Powerline

21-09-29 M/S Directors Northeast/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the Referral – Electric Powerline. **CARRIED**

(l) Referral – Application for Waterpower

21-09-30 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Referral – Application for Waterpower. **CARRIED**

(m) 2021 Local Government Development Approvals program update

21-09-31 M/S Directors T. Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the 2021 Local Government Development Approvals program update. **CARRIED**

The Board recessed for the day at 3:55 p.m.

The Board reconvened at 10:15 a.m.

DELEGATIONS CONTINUED

David Schadt & Ryan Wainwright, EMBC

Mr. Schadt thanked the Board for their time and noted that he has now relocated to Hagensborg with his family and is thankful to be working in Nuxalk territory. His primary role in the community will be to support the central coast communities, including the Kitsoo/Xai'xais.

The Board asked about the MOU partnership with the Nuxalk Nation, the CCRD and the Province. Mr. Wainwright indicated that as the third partner in this agreement, they are awaiting word on readiness for having difficult conversations and moving forward.

The Board communicated that this MOU partnership was looked at as a strong template for developing further MOUs, including with the Heiltsuk and Wuikinuxv. There was a lot of work that went in from the Board and Administration on developing the MOU and small communities are often left with doing the heavy lifting. Small communities like Ocean Falls and Denny Island also face challenges in dealing with emergencies. Considering the unique geography of the region, emergency management must remain a point of focus.

The Board also expressed hopes that educational awareness around emergency situations could be explained further to denote where the province has responsibility and where the CCRD has responsibility. There are capacity issues, especially in emergency situations. Mr. Wainwright responded that Mr. Schadt is in a position to assist with educational resources.

CAO Kirk clarified that the Board made a heartfelt appeal to Minister Farnworth over a year ago requesting assistance that has not been forthcoming in terms of a facilitator for the MOU partnership. The Vice Chair navigated difficult conversations alone in a sincere effort. Mr. Wainwright offered the information that the offer is on the table for the facilitator and was awaiting a signal that the Board was ready to begin the dialogue. The Board agreed that this was a priority and will discuss timing.

The delegates thanked the Board for their time.

(n) Housing Needs Assessment Updated by Urban Systems

21-09-32 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Housing Needs Assessment Updated by Urban Systems. **CARRIED**

The Board would like to see the Executive Summary take into account the real issues of overcrowding, homelessness, those unable to return home due to lack of housing, and senior's housing issues, including seniors that are over-housed with no viable place to downsize. The Executive Summary should read that the qualitative numbers do not reflect the reality being faced.

21-09-33 M/S Directors Bertrand/R. Hall THAT the Board of Directors of the Central Coast Regional District provide a copy of the Board meeting recording to Urban Systems

and provide feedback on editing the Housing Needs Assessment as indicated by the Board. **CARRIED**

(o) Street Lighting Survey Results

21-09-34 M/S Directors Bertrand/T. Hall THAT the Board of Directors of the Central Coast Regional District receive the Street Lighting Survey Results. **CARRIED**

LEISURE SERVICES

(p) Centennial Pool Commission Minutes – April 23, 2021

21-09-35 M/S Directors Northeast/R. Hall THAT the Board of Directors of the Central Coast Regional District receive the Centennial Pool Commission Minutes – April 23, 2021. **CARRIED**

GOVERNANCE

(q) UBCM Meetings with Ministers and Staff Schedule

21-09-36 M/S Directors T. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the UBCM Meetings with Ministers and Staff Schedule. **CARRIED**

(r) MFABC Semi-Annual Meeting – September 13, 2021 1:30 pm to 2:30 pm

21-09-37 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receive the MFABC Semi-Annual Meeting. **CARRIED**

(s) MIABC's Annual General Meeting – September 13, 2021 3:30 pm to 4:30 pm

21-09-38 M/S Directors T. Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the MIABC's Annual General Meeting. **CARRIED**

(t) Declaration on the Rights of Indigenous Peoples Act – Draft Action Plan

21-09-39 M/S Directors Northeast/T. Hall THAT the Board of Directors of the Central Coast Regional District receive the Declaration on the Rights of Indigenous Peoples Act – Draft Action Plan. **CARRIED**

(u) Regional District of Nanaimo – Legislative Reform Initiative

21-09-40 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receives the Regional District of Nanaimo – Legislative Reform Initiative. **CARRIED**

I, Board Member Daniel Bertrand, disclose that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter, I have a direct pecuniary interest that conflicts a conflict of interest in item u relating to remuneration.

Director Bertrand left the meeting at 11:50 a.m.

Alternate Director R. Hall left the meeting at 12:00 p.m.

21-09-41 M/S Directors Northeast/T. Hall THAT the Board of Directors of the Central Coast Regional District direct Administration to remunerate Director Bertrand for 2 hours for his attendance of a meeting with Minister Osborne and Minister Eby regarding housing and his participation in a 1 hour for a conference call on June 25, 2021 with Don Lidstone and other regional districts in the province regarding revamping the *Local Government Act* and legislation reform generally. **CARRIED**

21-09-42 M/S Directors Northeast/T. Hall THAT the Board of Directors of the Central Coast Regional District request Director Bertrand to gather further information and clarity on what is required on behalf of the organization to help inform CCRD's participation in the regional district legislative reform initiative and any implications to the upcoming 5-year financial plan development. **CARRIED**

The Board recessed at 12:09 p.m.

The Board reconvened at 1:41 p.m.

(D) EXECUTIVE REPORTS

a. Electoral Area Reports

Area C and Vice Chair Report: Vice Chair Kennedy

Vice Chair Kennedy expressed that UBCM is forthcoming which will again be done in a virtual format due to the ongoing pandemic and fourth wave of COVID-19. Now more than ever there are a lot of divisive issues happening surrounding measures that are taken to deal with the pandemic. Be kind to each other going forward, whether one agrees or disagrees with each other's viewpoints.

Area A Report: Director Bertrand

Director Bertrand did advocacy around the fire ban which was successful. There was a community meeting on Denny Island with the Chamber of Commerce and Director Bertrand reached out to the Honourable Jennifer Rice as well as BC Wildfire Services. Director Bertrand looked up weather stations for the coastal regions. For the CCRD the weather stations are all in land, including one in Bella Coola, one at the far end of Wuikinuxv Lake and some in the mountains around the precipice. There are no weather stations in the outer coast areas, including Bella Bella and Denny Island. Haida Gwaii had a fire ban lifted since June. There is a lack of weather monitoring occurring in the outer coast but a local resident found that the rainfall events were significant in

August. Within a week of commencing advocacy and conversations about the fire ban, the ban was lifted. Many thanks were afforded to the Central Coast Chamber of Commerce and MLA Jennifer Rice.

The Ocean Falls Improvement District is having a by-election this week as two trustees have resigned. There is difficulty in having trustees stay on.

Area B Report: Director Hall

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

Director Hall noted that the Heiltsuk Nation purchased the commercial property of Shearwater which should have been legally the Heiltsuk Nations from the beginning. There have been a number of people working in Shearwater from the Heiltsuk Nation which is positive.

The lack of fishing season will affect those that rely on Employment Insurance to get them through the year. In terms of the SOK fishery (Spawn on Kelp), this does not show up as income with the federal government and advocacy is needed to prove that individuals are receiving income. To get grant monies there are more hoops to jump through.

Director Hall also noted that there are federal tax rules when having product shipped to reserves. Federally, payment for products is non-taxable when shipped to a reserve; however, companies are refusing to provide products and shipping because they are getting hampered financially by the federal government.

Area D Report: Director Northeast

Director Northeast thanked everyone that works in these communities to create better places to live, including volunteers that serve on numerous boards. The upcoming Fall Fair is a great example of people coming together and working hard to create an event. Director Northeast also acknowledged all of those working in the upcoming federal election and salutes those who commit time and resources to the party that best represents their viewpoint.

Area E Report: Alternate Director Hall

Alternate Director Hall noted that Chair Schooner provided a note indicating his formal resignation as CCRD Chair.

21-09-43 M/S Directors Bertrand/Northeast THAT the Board of Directors of the Central Coast Regional District receive and accept the resignation of Chair Schooner's role as CCRD Chair. **CARRIED**

PART IV – GENERAL BUSINESS

(s) Commanding Officer visit to Bella Coola – August 27, 2021

21-09-44 M/S Directors T. Hall/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the Commanding Officer visit to Bella Coola – August 27, 2021. **CARRIED**

(t) General Correspondence – Improvement to Pre-Hospital Care System

21-09-45 M/S Directors Northeast/Bertrand THAT the Board of Directors of the Central Coast Regional District receive the General Correspondence – Improvement to Pre-Hospital Care System. **CARRIED**

(u) General Correspondence – Letter from Devon Girard re Concerns about Provincial Vaccine Policies

21-09-46 M/S Directors Bertrand/T. Hall THAT the Board of Directors of the Central Coast Regional District receive the General Correspondence – Letter from Devon Girard. **CARRIED**

(v) CityWest Announces Collaboration with CCCS

21-09-47 M/S Directors Northeast/T. Hall THAT the Board of Directors of the Central Coast Regional District receive the CityWest Announcement. **CARRIED**

(w) British Columbia Social Procurement Initiative

21-09-48 M/S Directors T. Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the BC Social Procurement Initiative. **CARRIED**

(x) Aquaculture Stewardship Council Stakeholder Information

21-09-49 M/S Directors T. Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Aquaculture Stewardship Council Stakeholder Information. **CARRIED**

(y) Council of Canadians Supports Getting Fish Farms Out of Coastal Waters Onto Land

21-09-50 M/S Directors T. Hall/Northeast THAT the Board of Directors of the Central Coast Regional District receive the Council of Canadians Supports Getting Fish Farms Out of Coastal Waters Onto Land. **CARRIED**

(z) Statement on DFO Closure of Salmon Fisheries

- 21-09-51 M/S Directors T. Hall/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Statement on DFO Closure of Salmon Fisheries. **CARRIED**

(aa) BC Transit Correspondence

- 21-09-52 M/S Directors T. Hall/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the BC Transit Correspondence. **CARRIED**

IN CAMERA MATTERS

The Chair closed 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.

The regular board meeting went in camera at 2:06 p.m.
The regular board meeting reconvened at 4:01 p.m.

(E) MATTERS BROUGHT OUT OF CAMERA

- 21-09-53 [IC Release:]** THAT the Board of Directors of the Central Coast Regional District authorize a work assignment for Director Bertrand and Chair Kennedy for 20 hours each of pre-approved hourly work assignment remuneration in order for the Directors to work as a hiring committee in developing a job description and to create an action plan for recruitment to develop a salary and benefits package and to support the development of the CAO Transition Plan for the recruitment of a new CAO for the CCRD

AND THAT after the 20 hours have been exceeded, the Directors will return to the Board for pre-authorization for further remuneration should that be required. The Directors also expressed an expectation of ongoing reporting and for any necessary higher level decisions that impact the organization that those be brought back to the Board as a whole.

(F) ADJOURNMENT

21-09-54 M/S Director T. Hall/Bertrand THAT the meeting be adjourned.

CARRIED

There being no further business the meeting was adjourned at 4:03 p.m.

Chair

Chief Administrative Officer



To: Courtney Kirk, CAO
CC: Board of Directors, CCRD
From: Evangeline Hanuse
Meeting Date: October 14, 2021
Subject: Final Adoption of Bylaw No. 506, Officers and Employees Bylaw

Recommendation:

THAT Bylaw #506, cited as the "Central Coast Regional District Officers and Employees Bylaw No. 506, 2021", having been reconsidered and having met all prerequisites for final adoption be now finally adopted, sealed and signed by the Chair and the Person responsible for corporate administration.

Issue/Background Summary:

This bylaw was introduced at the September 8-9, 2021 regular Board meeting for the first to third readings in order to facilitate the transition of the departure of the current CAO to implement a Corporate Officer. This will give the ability of the CCRD to maintain continuity in the orderlieness of corporate administrative duties.

Policy, Bylaw or Legislation:

Local Government Act

Central Coast Regional District Officers and Employees Bylaw No. 432, 2014

Options to Consider:

1. Adopt Bylaw No. 506
2. Further revise Bylaw No. 506
3. Decline to adopt Bylaw No. 506

Submitted by: *ehanuse*
Evangeline Hanuse

Reviewed by: *Courtney Kirk*
Courtney Kirk, Chief Administrative Officer

Board Meeting
 OCT 14 2021
 CCRD ITEM (B)(c) 1

**Central Coast Regional District
Officers and Employees Bylaw No. 432506**

A bylaw to amend the officer positions of the Central Coast Regional District and to amend the powers, duties, and responsibilities of such officers in accordance with the *Local Government Act* and to repeal Bylaw No. 387432, 20062014.

WHEREAS the *Local Government Act* R.S.B.C. 1996, es. 323-234 empowers the board, by bylaw to establish officer positions and to establish the powers, duties and responsibilities of officers and employees;

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

CITATION

1. This Bylaw may be cited for all purposes as the “Central Coast Regional District Officers and Employees Bylaw No. 432506, 20142021”.

OFFICER POSITIONS

2. The following positions are hereby established as the officer position of the Central Coast Regional District:
 - (a) Chief Administrative Officer, to which is also assigned the ~~corporate-administrative~~ responsibility of ~~a Director of Corporate Administration Services~~ the regional district;
 - (b) Chief Financial Officer, to which is assigned the financial responsibility of a Director of Financial Administration;
 - (b)(c) Corporate Officer, to which is assigned the corporate responsibility of a Director of Corporate Administrative Services.

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POWERS, DUTIES AND RESPONSIBILITIES

3. The powers, duties and responsibilities of the Chief Administrative Officer are as set out in Schedule “A”.
4. The powers, duties and responsibilities of the Director of Corporate Administration, are as set out in Schedule “B”.
5. The powers, duties and responsibilities of the Director of Financial Administration Services are as set out in Schedule “C”.

OATH OF OFFICE

Central Coast Regional District - Officers and Employees No. ~~432506~~, 20142021

6. The Oath of Office as set out in Schedule "D" to this Bylaw is hereby confirmed as the oath of office for officers of the Central Coast Regional District.

REPEAL

7. Bylaw No. ~~387432~~ cited as the "Central Coast Regional District Officers and Employees Bylaw No. ~~387432~~, 20062014" is hereby repealed.

Read a first time this ~~10th~~ day of ~~July~~, 20142021.

Read a second time this ~~10th~~ day of ~~July~~, 20142021.

Read a third time this ~~10th~~ day of ~~July~~ , 20142021.

RECONSIDERED, FINALLY ADOPTED this ____ day of _____, 20142021.

CHAIR

CORPORATE ADMINISTRATOR

I, ~~Darla Blake, Corporate Administrator~~ hereby certify the above to be a true and correct copy of Bylaw No. ~~432-506~~ cited as the "Central Coast Regional District Officers and Employees Bylaw No. ~~432506~~, 20142021" as adopted.

ADMINISTRATOR

SCHEDULE "A"**Powers, Duties and Functions of Chief Administrative Officer****Human Resources**

- (a) appoint, promote, discipline and dismiss all employees of the Regional District;
- (b) recommend to the Board of Directors the appointment, promotion, demotion, suspension or termination of officers of the Regional District, being those employees who are designated officers by bylaw;
- (c) supervise all officers and employees of the Regional District;
- (d) appoint acting department heads to administer departments in case of illness or absence;

General Administration

- (e) overall management of the administrative operations of the Regional District;
- (f) ensure all policies and directions of the Board are implemented;
- (g) act as the principal intermediary between the Regional District and the administration of other governments and all other entities dealing with the Regional District;
- (h) from time to time re-organize the administrative structure to improve the efficient and effective operation of the Regional District;

Legal Advice and Proceedings

- (i) obtain legal advice;
- (j) authorize lawyers to defend, or conduct any action or proceeding in any court of law or before any tribunal, arbitrator, board, or any person, for or on behalf of the Regional District;
- (k) supervise preparation of Board of Directors agendas;

Central Coast Regional District - Officers and Employees No. ~~432506~~, ~~20142021~~

- (l) have the right to participate in all meetings of Board of Directors, Committees of the Board and other entities created by the Board of Directors;
- (m) provide advice and recommendations to the Board of Directors on any matter within the Board's jurisdiction;
- (n) report to the Board on any matter of importance to the Regional District;

Purchasing and Procurement

- (o) ensure all policies that may be in effect, from time to time, relevant to purchasing and procurement are adhered to;

Additional Powers, Duties and Responsibilities

- (p) exercise whatever additional powers and discharge whatever additional duties and responsibilities the Board from time to time may assign.

SCHEDULE "B"

Powers, Duties and Functions of Director of Corporate Administration Services

Statutory

- (a) ensure that the accurate minutes of the meetings of the Regional District and its committees are prepared and the minutes, bylaws and other records of the business of the Regional District and its committees are maintained and kept safe;
- (b) ensure that access is provided to records of the Regional District and its committees, as required by law or authorized by the Board;
- (c) act as the Information and Privacy Coordinator, in accordance with CCRD Bylaws;
- (d) certify copies of bylaws and other documents; as required or requested;
- (e) administer oaths and take affidavits, declarations and affidavits required to be taken under the *Local Government Act* in relation to Regional District matters;
- (f) accept, on behalf of the Regional District, notices and documents that are required or permitted to be given, served on, filed with or otherwise provided to the Regional District;
- (g) keep the corporate seal and have it affixed to documents as required;

General Administration

- (h) supervise the operation of the Corporate Administration Department of the Regional District;

Board

- (i) attend or ensure a designate attends meetings of the Board and its committees for the purposes of minute taking, as directed by the Board of Directors;
- (j) organize efficient and effective record-keeping for all corporate documents;
and
- (k) provide copies of any documents served on the Regional District to the Board of Directors and to any insurers, as appropriate.

SCHEDULE "C"**Powers, Duties and Functions of Director of Financial Services****Statutory**

- (a) receive all money paid to the Regional District;
- (b) ensure the keeping of all funds and securities of the Regional District;
- (c) expend and disburse money in the manner authorized by the Board;
- (d) invest funds, until required, in authorized investments;
- (e) ensure that accurate records and full accounts of the financial affairs of the Regional District are prepared, maintained and kept safe;
- (f) exercise control and the supervision over all other financial affairs of the Regional District required by the inspector;

Legal Advice and Proceedings

- (g) prepare and arrange for filing of any documentation necessary under *the Financial Information Act* or otherwise;

Board

- (h) attend meetings of the Board as requested by the Chief Administrative Officer;
- (i) provide advice to the Board of Directors regarding any matter of a financial nature as requested by the Chief Administrative Officer;
- (j) prepare financial plans, as required under the *Local Government Act* and as requested by the Board, and;
- (k) liaise with the Regional District's auditor in connection with the financial audit.

Central Coast Regional District - Officers and Employees No. 432506, 20142021

SCHEDULE "D"
(Local Government Act s. 201)

OATH OF OFFICE

I, _____, _____ Officer for the
Central Coast Regional District, make oath and say:

1. That I am a Canadian citizen;
2. That I am not in any way disqualified from holding office;
3. That I have not, and will not, while holding office, have an interest, directly or indirectly, in a contract or services connected with the Regional District, except as allowed under the *Local Government Act*;
4. That I have not, by myself or any other person, knowingly employed any bribery, corruption or intimidation to gain my position;
5. That I will faithfully perform the duties of my office, and will not allow any private interest to influence my conduct in public matters.

SWORN this _____ day of _____, _____.

Officer

Chair of the Board of Directors



To: Courtney Kirk, CAO

CC: Board of Directors, CCRD

From: Ken McIlwain, Operations Manager and Yene Byun, Finance Manager

Meeting Date: October 14, 2021

Subject: Bylaw No. 507, Bella Coola Airport Rates and Charges Bylaw

Recommendation:

THAT Bylaw 507, cited as the "Bella Coola Airport Rates & Charges Bylaw No. 507, 2021" be now introduced and read a first time;

THAT Bylaw 507, cited as the "Bella Coola Airport Rates & Charges Bylaw No. 507, 2021" having been given due and detailed consideration by the Board, be now read a second and third time.

Issue/Background Summary:

Routine – Bylaws to be reviewed at least every four years. Bylaw No. 476, the current rates and charges bylaw for the Bella Coola Airport was adopted on September 14, 2017 and there have been no rate changes since that time.

Policy, Bylaw or Legislation:

Bylaw 410, 2011 – CCRD Airport and Facilities Conversion and Establishment Bylaw
Section 397 Local Government Act (RSBC 2015) – the board may impose fees and charges
Bylaw 476 – Rates and charges will be reviewed from time to time and may be subject to an adjustment at the discretion of the board of directors

Policy A-31 Bylaw Review Process – Bylaws encompassing rates and charges shall be reviewed by the Board of Directors every two years.

Five-Year Financial Plan Bylaw – to be developed.

Financial/Budgetary Implications:

The CPI (Consumer Price Index) as published by Stats Canada indicates that inflationary rates from 2017 to 2021 have increased to date by 7.06% and all rates and charges in the attached bylaw, with the exception of advertising space, are increased by that amount and rounded. Existing rates and charges are shown in red brackets on the attached bylaw. Total

Board Meeting
 OCT 14 2021
 CCRD ITEM (B)(c) 2)

user fees budgeted for the year 2021 is \$107,702. For 2022, that amount will increase to \$115,887.

Rates for advertising space in the attached bylaw have been reduced by approximately 1/3. These rates have been reduced to try and attract/retain more community advertising.

Lease agreements for terminal and airside rentals are not included in this bylaw but are dealt with separately in each agreement.

In terms of expenditures, an increase of approximately \$8,000 will provide opportunities to advance the provisions of the Airport Master Plan which include among other things, an increase to the annual contributions to the Asset Replacement Fund.

Time Requirements – Staff and Elected Officials:

There will be no change to time requirements for staff beyond changing the standard rates in the system and notifying the users of the amendments. Time requirements for elected officials are none beyond consideration of this new bylaw.

Options to Consider:

- 1. Consider a different rationale apart from CPI to increase rates.
- 2. Amend the bylaw prior to introduction and three readings
- 3. Board discretion

Risk Management – Refer to Policy A-36:

The categories that account for potential risks that may be realized by the district during its regular operations are: financial, asset management, information technology and business continuity. The risk or potential risks have been evaluated and assessed as low. There are no plans, controls or mitigation steps that will be implemented or taken to minimize the risk to the Central Coast Regional District.

Submitted by: _____
Ken McIlwain, Operations Manager

Yene Byun, Finance Manager

Reviewed by: 
Courtney Kirk, Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 507

A bylaw to establish the rates and charges for the operation and management of the Bella Coola Airport and to repeal Bylaw No. 476

WHEREAS the board of directors for the Central Coast Regional District has adopted the “Central Coast Regional District Airport and Facilities Conversion and Service Establishment Bylaw, 410, 2011” with Electoral Areas C, D & E participating;

AND WHEREAS pursuant to Section 397 of the *Local Government Act* (RSBC 2015) the board may impose fees and charges in respect of the operation and management of the Bella Coola Airport;

AND WHEREAS the board of directors for the Central Coast Regional District deem it necessary to establish the rates and charges for the Bella Coola Airport Facilities;

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

1. Bylaw 476 cited as the “Bella Coola Airport Rates & Charges Bylaw No. 476, 2019” is hereby repealed;

2. **DEFINITIONS**

Airport: means the Bella Coola Airport, located in the Bella Coola Valley on the south bank of the Bella Coola River between the Snootli Creek and Nooklikonnik Creek junctions of the river, and includes terminal building(s), lease lots, runway, parking area and other things associated with the airport facilities.

3. **RATES AND CHARGES**

The rates and charges hereto attached shall be due and payable thirty (30) days after the billing date, if applicable, and any rates or charges remaining unpaid after the said date shall have added thereto a percentage addition of 2% per month on the outstanding balance.

Rates and charges will be reviewed from time to time and may be subject to an adjustment at the discretion of the board of directors, and in all cases applicable taxes will be added to the amounts contained in the attached Schedules;

4. All users of the airport terminal and facilities shall be subject to the rates and charges for airport passenger user fees, landing fees, fuel surcharges, aircraft parking fees and airport signage/advertising as prescribed in Schedule ‘A’; attached hereto and forming part of this bylaw, effective January 1, 2022.
5. Schedule ‘A’ attached hereto and forming part of this bylaw shall be effective as of January 1, 2022.
6. This bylaw may be cited as “Bella Coola Airport Rates and Charges Bylaw No. 507, 2021”.

READ A FIRST TIME THIS 14th day of October, 2021 .
 READ A SECOND TIME THIS 14th day of October, 2021.
 READ A THIRD TIME THIS 14th day of October, 2021
 ADOPTED THIS day of , 2021.

Chair

Corporate Officer

I hereby certify that the above is a true and correct copy of Bylaw 507 cited as “Bella Coola Airport Rates and Charges Bylaw No. 507, 2021”.

Corporate Officer

Terminal Fee	
Air Ambulance Flights	\$107.60 (\$100)
8-10 Seats	\$107.60 (\$100)
10-20 Seats	\$193.70 (\$180)
20-30 Seats	\$322.80 (\$300)
30-40 Seats	\$451.90 (\$420)
40-50 Seats	\$581.00 (\$540)
50-60 Seats	\$710.15 (\$660)

- c) Operators of scheduled air passenger service shall file to the CCRD monthly, with each payment of the fees required under this Bylaw, a statement of the numbers of all passengers commencing and terminating flights at the Bella Coola Airport for each day and a total for the applicable month, and the total number of flights for the applicable month, showing in sufficient detail the information necessary to calculate exactly the fees payable under this Bylaw.

3. Fuel Surcharge

A Fuel Surcharge of \$0.04 ~~(\$0.0347)~~ per litre, applies to all aviation fuel delivered to the airport, including both Jet A and 100LL fuel. Calculation and remittance of this payment to the CCRD is the responsibility of the operator.

4. Aircraft Parking Fees

Aircraft Parking – BY MTOW	DAILY	MONTHLY	ANNUAL
0 – 2,000 kg	\$8.05 (\$7.50)	\$64.55 (\$60)	\$403.50 (\$375)
2,001 – 5,000 kg	\$10.75 (\$10)	\$86.05 (\$80)	\$538.00 (\$500)
5,001 – 10,000 kg	\$16.15 (\$15)	\$129.10 (\$120)	
10,001 – 30,000 kg	\$32.30 (\$30)	\$258.25 (\$240)	
>30,000 kg	\$48.40 (\$45)	\$387.35 (\$360)	
NOTE: All long term parking must be arranged through the Airport Manager			

5. Annual Advertising Fees

- a)

LOCATION	ANNUAL FEE
Ad Brochure in Display Case – Up to 8.5x11 Inches	\$50.00 (\$75)
Additional Ad display space over 8.5x11 Inches	Prorated
Business Card in Display Case	\$17.00 (\$25)

NOTE: For those wishing to display or advertise in the terminal building display case, fees must be paid to the CCRD in accordance with this Bylaw. Fees for ads larger in size than 8.5x11 will be prorated based on the cost for an 8.5x11 inch ad, and subject to approval by airport manager based on demand for advertising room. The cost of the display is the sole responsibility of the payee. The format, content, size, shape and placement of the signage must receive prior approval of the CCRD which reserves the right to refuse to display advertisements that are considered inappropriate or unacceptable. The CCRD may alter the

annual fee based on the size or nature of the display. The annual fee is required to be paid in advance to December 31st of each year or portion of year.

6. Commercial Enterprises Operating on Airport Property

Businesses wishing to operate on airport property shall enter into an agreement with the Central Coast Regional District that stipulates the terms and conditions under which that business may operate while on airport property. CCRD administration is charged with negotiating and entering into agreements with interested parties.

7. Airport Fee Discounts and Exemptions

- a) Non-commercial General Aviation registered aircraft are exempt from landing fees.
- b) Training, touch-and-go & maintenance flights by are exempt from landing fees.
- c) Repositioning flights within airport property are exempt from landing fees.



To: Courtney Kirk, CAO
CC: Board of Directors, CCRD
From: Ken McIlwain, Operations Manager and Yene Byun, Finance Manager
Meeting Date: October 14, 2021
Subject: Bella Coola Waterworks Rates and Charges Bylaw No. 508

Recommendation:

THAT Bylaw 508, cited as the "Bella Coola Waterworks Rates & Charges Bylaw No. 508, 2021" be now introduced a read a first time.

THAT Bylaw 508, cited as the "Bella Coola Waterworks Rates & Charges Bylaw No. 508, 2021" having been given due and detailed consideration by the Board, be now read a second and third time.

Issue/Background Summary:

Routine – Rates and Charges bylaws to be reviewed every two years. Bylaw No. 485, and amending bylaw for the rates and charges bylaw for the Bella Coola Waterworks local service area was adopted in December 2018 and there have been no rate changes since that time.

A rate category has been added for a vacant lot with a stand pipe. The rate is set at the same as a the rate for a single family dwelling.

Administrative staff time has been dedicated to the development of an integrated bylaw of all 3 water services which will be forthcoming at a future meeting. In the meantime this bylaw is overdue for rates and charges review and so is now before the Board.

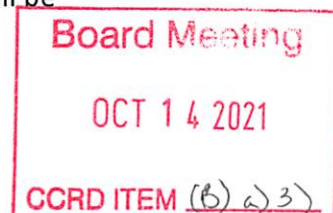
Policy, Bylaw or Legislation:

Bylaw 178, 1992 – Establishes the Bella Coola Waterworks District

Section 397 Local Government Act (RSBC 2015) – the board may impose fees and charges

Policy A-31 Bylaw Review Process – Bylaws encompassing rates and charges shall be reviewed by the Board of Directors every two years.

Five-Year Financial Plan Bylaw – to be developed.



Financial/Budgetary Implications:

The CPI (Consumer Price Index) as published by Stats Canada indicates that inflationary rates from 2018 to 2021 have increased to date by 5.54% and all rates and charges in the attached bylaw are increased by that amount and rounded. Total user fees budgeted for the year 2021 is \$54,671. For 2022, that amount will increase to \$57,700.

The average single family dwelling in the local service area will see their annual fees increase by \$12 from \$216 to \$228. The standard business or commercial rate will increase by \$50 from \$898 to \$948.

In terms of expenditures, an increase of approximately \$3,000 will provide opportunities to among other things, facilitate establishment and contributions to an Asset Replacement Reserve Fund.

Time Requirements – Staff and Elected Officials:

There will be no change to time requirements for staff beyond changing the standard rates in the system and notifying the users of the amendments. Time requirements for elected officials are none beyond consideration of this new bylaw.

Options to Consider:

1. Consider a different rationale apart from CPI to increase rates.
2. Amend the bylaw prior to introduction and three readings
3. Board discretion

Risk Management – Refer to Policy A-36:

The categories that account for potential risks that may be realized by the district during its regular operations are: financial, asset management, information technology and business continuity. The risk or potential risks have been evaluated and assessed as low. There are no plans, controls or mitigation steps that will be implemented or taken to minimize the risk to the Central Coast Regional District.

Submitted by: _____
Ken McIlwain, Operations Manager

Yene Byun, Finance Manager

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

**CENTRAL COAST REGIONAL DISTRICT
BYLAW NO. 508**

A Bylaw to establish rates and charges to be levied within the Bella Coola Water Supply and Distribution Service Area, effective January 1, 2022

WHEREAS the regional board of the Central Coast Regional District has, by Bylaw No. 178 established a local service area known as "Bella Coola Water Supply and Distribution Service Area" for the purpose of Water supply and distribution;

AND WHEREAS the regional board is authorized to establish and fix rates and charges on the owners and occupiers of those lands lying within the service area;

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

1.0 DEFINITIONS:

"Class 1 Residential - Single Family Dwelling" shall mean a single family dwelling with one single service connection per parcel of land.

"Class 1 Residential - Multiple Family Dwelling" shall mean and include all duplexes, triplexes and fourplexes where there is a maximum of four independent living units with one single service per parcel of land.

"Class 1 Residential - Multiple Family Dwelling II" shall mean and include any parcel bearing more than four independent living units on one single service per parcel of land.

"Class 2 - Commercial / Light Industrial" shall mean and include all parcels zoned under CCRD Zoning Bylaw No. 71 as C-1, C-2, 1-1 or 1-2

"Class 3- Institutional/ Public Assembly" shall mean and include all parcels zoned P-1 as per CCRD Zoning Bylaw No. 71

"Standard Service Connection" shall mean the pipeline installation from the district's main to the property line of the property to be served when such property line coincides with the established road allowance. A standard service connection shall not exceed 66 feet (20 meters) in length or have a diameter larger than 1" (25mm).

"Service Line" shall mean the pipeline installation from the curb stop at the property line to the premises of the owner.

"Vacant Lot" shall mean any lot or parcel that is or has been disconnected from the water supply; such lots being vacant or not.

- 2.0** All premises occupying lands within the service area established by Bylaw No. 178 shall be subjected to the rates and charges prescribed in Schedules 'A' and 'C' attached hereto and forming part of this bylaw.

- (a) Schedule B lays out optional criteria for Class 2 or Class 3 parcels by way of annual metered rates

3.0 APPLICATION FOR WATER:

- (a) Applications for water shall be made in writing to the Operations Manager, delivered to the regional district office, and shall be in such form as the Board may from time to time prescribe, and shall be in signed by the applicant.
- (b) Each application – for – water shall be accompanied by the prescribed administration and inspection charge as set in this bylaw.
- (c) No water shall be supplied upon any application, until all fees and charges for water connection, meter installation or other monies required by the Board to be paid in full or until alternative arrangements have been made and approved by resolution of the Board.

4.0 ANNUAL RATES AND CHARGES

The rates and charges set out in Schedule A hereto attached shall be due and payable sixty (60) days after the billing date, and any rates or charges remaining unpaid after the said date shall have added thereto a percentage addition of 2% per month.

- 4.1 The billing date, shall be January 1st each year.

- 5.0 The Regional Board may by resolution order the water shut off to any premises on which there are any tolls or other charges owing for 120 days or longer. Water shut off under this section shall be subject to the administration and inspection charges outlined in Schedule C.

- 5.0 (a) Where the provisions of section 5.0 cannot apply due to the regional district's inability to disconnect the water supply, and pursuant to the provisions of the Local Government Act (Section 376), the regional board may request that the Surveyor of Taxes add any outstanding tolls or other charges, including interest, to the taxes payable on the property which is serviced with water, as at December 31 in the year that the charges are outstanding. The Regional Board may at their discretion, and subject to the prior payment of the inspection and administration charge, require the property owner or his representative to carry out the installation of the service connection complete or any part thereof.

- 6.0 The Regional Board may by resolution reduce and toll fixed in the preceding clauses in respect of any premises not occupied throughout any period by an amount commensurate with the period of time premises are unoccupied, provided the owner notifies the regional district as to the time the premises becomes or are to become unoccupied and the water supply is shut off for the period when the premises are not occupied, subject to the charges outlined on Schedule 'B'. and subject to the water being turned off and turned on by a representative of the regional district at the curb stop.

7.0 CONNECTION CHARGE

There shall be payable to the District by every applicant for a connection to the works, in an inspection and administration charges as specified on Schedule 'C' attached hereto and forming part of this bylaw, and subject to item 3.0(c) above.

- 8.0 All service connections and service pipelines installed under this bylaw shall conform to such specifications and shall incorporate such materials as shall be determined and approved by the regional district or their representative.
- 9.0 The responsibility for repairs to service mains, lines and other equipment of the regional district extends to the property lines of users. Property owners are responsible for repairs and or maintenance and all associated costs within the property lines.
- 10.0 The regional district has the right of refusal to provide or terminate services at any time should it be determined by the regional district's representative that a user's equipment is detrimental to the public water system.
- 11.0 Bylaw No. 282, 354,370, 377, 478, 485 are hereby repealed.
- 12.0 This bylaw may be cited as "Bella Coola Waterworks Annual Rates and Changes Bylaw No. 508, 2021

READ a first time this 14th Day of October, 2021
 READ a second time this 14th Day of October, 2021
 READ a third time this 14th Day of October, 2021
 FINALLY ADOPTED this __ date of _____, 2021

 Chair

 Corporate Officer

I hereby certify that the above is true and correct copy of Bylaw 508 cited as "Bella Coola Waterworks Annual Rates and Changes Bylaw No. 508, 2021"

CENTRAL COAST REGIONAL DISTRICT
 CONSOLIDATED BYLAW NO. 508
 SCHEDULE 'A'

ANNUAL WATER RATES AND CHARGES

1. CLASS ONE – RESIDENTIAL

Single Family Dwelling	\$228.00
Service line size 17mm or 3/4"	
Additional Services	\$340.00
 Multiple Family Dwelling I	 \$948.00
Service line size 25mm or 1"	
Additional Services	\$1,423.00
 Multiple Family Dwelling II	 \$2,189.00
Service line size 38mm or 1.5"	
Additional Services	\$3,283.00

2. CLASS 2 – COMMERCIAL / LIGHT INDUSTRIAL

Service line size 25mm or 1" minimum	\$948.00
Additional Services	\$1,423.00
 Service Size Adjustments:	
- Service Size: 38mm or 1.5"	\$2,189.00
- Service Size: 50mm or 2"	\$3,790.00
- Service Size: 75mm or 3"	\$8,539.00
- Service Size: 100mm or 4"	\$15,184.00

3. CLASS 3 – INDUSTRIAL / PUBLIC ASSEMBLY

<u>Churches</u>	\$228.00
Service line size 25mm or 1" minimum	\$948.00
Additional Services	\$1,423.00
 Service Size Adjustments:	
- Service Size: 38mm or 1.5"	\$2,189.00
- Service Size: 50mm or 2"	\$3,790.00
- Service Size: 75mm or 3"	\$8,539.00
- Service Size: 100mm or 4"	\$15,184.00

4. VACANT LOT

Vacant lot with stand pipe only	\$0.00
	\$228.00

CENTRAL COAST REGIONAL DISTRICT
CONSOLIDATED BYLAW NO. 508
SCHEDULE 'B'

WATER SUPPLY AND DISTRIBUTION – ANNUAL METER RATE CHARGES
CLASSES 2 AND 3

Annual metered rates are permitted on Class 2 or Class 3 parcels where the owner feels that water consumption is not directly related to service line size. The users of Class 2 or 3 service should refer to the charges detailed on Schedule 'A' of this bylaw and evaluate whether a metered rate would be more cost effective than the standard flat rate specified for their particular service. The basic flat rate fee of \$948.00 for all commercial and institutional services is based on Annual Water Consumption of four hundred and thirty eight (438) cubic meters or less. Where an owner has a larger line service for purposes of fire protection or other short term infrequent uses, he may request a metered service. To apply for a metered service, line size must exceed 17 mm (3/4").

BASE Commercial/Institutions/Public Assemble Rate \$948.00
(Annual consumption included in base rate: 438 CUBIC METERS)

Cost per additional cubic meter consumed \$2.15

Meter rates will apply only on litres of consumption exceeding the initial 438 cubic meters included in the Class 2 and 3 base rates. The capital cost of water meters and their installation shall be borne entirely by the applicant requesting this added feature to their service.

**CENTRAL COAST REGIONAL DISTRICT
CONSOLIDATED BYLAW NO. 508
SCHEDULE 'C'**

WATER SUPPLY AND DISTRIBUTION – OTHER CHARGES

SERVICE CONNECTIONS – NEW SERVICES

Property owners may make application to the regional district for a new water service connection. The following charges apply to standard new service connections:

- | | |
|-----------------------------|------------|
| 1. 17mm (3/4") service line | \$1,478.00 |
| 2. 25mm (1") service line | \$1,689.00 |

Where a new water service exceeds the standard water service length of 66 feet (20 metres), capital costs for the installation of the new service shall be the responsibility of the applicant except in cases where new lot development exceeds three lots in which case installation costs may be determined by the applicant and the regional district board of directors.

SERVICE INTERRUPTIONS

The regional district will charge an administration and inspection charge for the following:

- | | |
|---|---------|
| 1. Water supply turn on | \$53.00 |
| 2. Water supply turn off | \$53.00 |
| 3. In instances where a single call out involves multiple water supply turn ons/off sequences or standby time, the regional district representative will determine an appropriate charge based on the following guideline: a minimum \$53.00 charges for the first hour on site and a \$53.00 charge for every hour thereafter. | |



To: Courtney Kirk, CAO
CC: Board of Directors, CCRD
From: Ken McIlwain, Operations Manager
Meeting Date: October 14, 2021
Subject: Solid Waste Disposal Rates and Charges Bylaw No. 509, 2021

Recommendation:

THAT Bylaw 509, cited as the "Central Coast Regional District Solid Waste Disposal Rates and Charges Bylaw No. 509, 2021" be now introduced a read a first time.

THAT Bylaw 509, cited as the "Central Coast Regional District Solid Waste Disposal Rates and Charges Bylaw No. 509, 2021" having been given due and detailed consideration by the Board, be now read a second and third time.

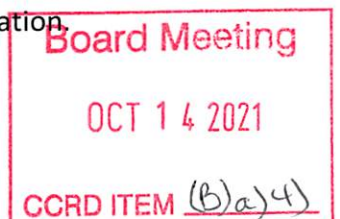
Issue/Background Summary:

Routine – Bylaws to be reviewed at least every four years. Bylaw No. 499, the current rates and charges bylaw for the Thorsen Creek Waste and Recycling Centre Bella Coola Airport was adopted on December 10, 2020 (rates effective January 1, 2021) and there have been no rate changes since that time.

An inflationary increase, rounded to the nearest dollar, has been applied to the rate per cubic meter applicable to most of the waste categories. For the most part, minimum charges remain the same.

Policy, Bylaw or Legislation:

Schedule A of Bylaw 348 contains the landfill user rates and charges. These charges remained unchanged between 2002 and December, 2020. Bylaw 499 was adopted in December 2020 and served to update rate categories and provide for necessary rate increases. The rates and charges in Bylaw 348 are mixed together with regulatory provisions and should be separated for future ease of review and amendment. A future bylaw will be brought forward to repeal Bylaw 348 with a view to update the regulatory portion to bring it into compliance with current provincial regulation and legislation.



Solid Waste Management Plan

Strategy 1.3: Provide regulatory incentives to encourage source-separation

- Amend Refuse Disposal Regulatory Bylaw No. 348, 2002 to not only reflect current operational policies and procedures at the TCWRC but also to restrict the disposal of Product Stewardship materials at the new Eco-Depot and Transfer Station
- Gradually increase revenues from user fees contained in the bylaw for non-household waste where practical to encourage waste diversion behaviors and improve the financial sustainability of the solid waste management system in the Bella Coola Valley.
- Restrict the disposal of commercial cardboard if the CCRD and MMBC are able to collaborate on the costs of transporting this material to markets.

Section 397 Local Government Act (RSBC 2015) – the board may impose fees and charges

Policy A-31 Bylaw Review Process – Bylaws encompassing rates and charges shall be reviewed by the Board of Directors every two years.

Five-Year Financial Plan Bylaw – to be developed.

Financial/Budgetary Implications:

The CPI (Consumer Price Index) as published by Stats Canada indicates that inflationary rates between July, 2020 and August, 2021 have averaged 4.1%. Existing rates and charges are shown in red brackets on the attached bylaw. The vast majority of incoming waste subject to tipping fees falls under the categories of Construction & Demolition Waste and Commercial/Institutional/Industrial Refuse. Because of the rounding applied to the increase, these categories will see rate increases of 5% and 6% respectively. Based on 2021 projected actuals, total user fees to be budgeted in 2022 will be in the order of \$65,000 and a 4.1% increase will reflect an additional \$2,665 for a total of \$67,665.

In terms of expenditures, an increase of approximately \$1,650 will help address inflationary cost increases imposed by utilities and service providers. The proposed increases are not intended to address the imminent increases to operational costs associated with implementing the Ministry of Environment Landfill Criteria requirements and accruing funds for landfill closure and post closure costs.

Time Requirements – Staff and Elected Officials:

There will be no change to time requirements for staff beyond changing the standard rates in the system, ordering and installing new rate signage and notifying the users of the amendments. Time requirements for elected officials are none beyond consideration of this new bylaw.


Options to Consider:

1. Consider a different rationale apart from CPI to increase rates.
2. Amend the bylaw prior to introduction and three readings
3. Board discretion

Risk Management – Refer to Policy A-36:

The categories that account for potential risks that may be realized by the district during its regular operations are: financial, asset management, information technology and business continuity. The risk or potential risks have been evaluated and assessed as low. There are no plans, controls or mitigation steps that will be implemented or taken to minimize the risk to the Central Coast Regional District.

Submitted by: _____
Ken McIlwain, Operations Manager

Reviewed by:  _____
Courtney Kirk, Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT**BYLAW NO. 509, 2021****SOLID WASTE DISPOSAL RATES AND CHARGES**


Being a bylaw to establish solid waste management rates and charges at the Thorsen Creek Waste and Recycling Centre within electoral areas C, D & E and to amend and replace Schedule A to Bylaw 348, effective January 1, 2022.

WHEREAS the by Bylaw No. 402, 2011 the Central Coast Regional District established the function of establishing, developing, operating, managing and maintaining a solid waste and recycling centre;

AND WHEREAS the Central Coast Regional District board of directors has deemed it necessary and is empowered to update the rate structure and develop new rates and charges for solid waste and other disposal;

NOW THEREFORE, the board of directors for the Central Coast Regional District, in open meeting assembled, enacts as follows:

1. Schedule "A" to Bylaw 348 cited as the "Central Coast Regional District Refuse Disposal Regulatory Bylaw No. 348, 2002" and subsequent amendments thereto, is hereby amended and replaced with the attached Schedule "A", Solid Waste Disposal Rates and Charges.

 This bylaw may be cited as the "Central Coast Regional District Solid Waste Disposal Rates and Charges Bylaw No. 509, 2021".

READ A FIRST and SECOND and THIRD time this 14th day of October, 2021

ADOPTED this _____ day of _____

Chair

Corporate Administrator

"Certified a true copy of Bylaw No. 509, 2021 cited as the "Central Coast Regional District Solid Waste Rates and Charges Bylaw No. 509, 2021" as adopted on _____."

Corporate Administrator

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 509

CCRD SOLID WASTE DISPOSAL RATES AND CHARGES
SCHEDULE 'A'**Definitions:**

“Biomedical Waste” means solid waste such as soiled sheets, garments and other similar solid waste. Excluded is waste material from pathology, operating rooms, laboratories and other hospital operations, which produce potentially infectious waste considered to be special waste;

“Controlled Waste” means certain hazardous waste, liquid waste and Municipal Solid Waste which is approved for disposal at the Thorsen Creek landfill site but which, because of its inherent nature and quantity, may require special handling and disposal techniques to avoid creating health hazards, nuisances, or environmental pollution. Controlled Waste includes, but is not limited to:

- a. Demolition waste including:
 - i. Roofing materials;
 - ii. Clean construction materials
 - iii. Drywall/gypsum board;
 - iv. Stumps, land clearing debris;
 - v. Yard and garden waste (branches 2” and under)

- b. Contaminated soils:
 - i. Traces of petroleum products;
 - ii. Catch basin and manhole material

- c. Fish shrimp shells, animal carcasses;
- d. Steel cable;
- e. Biomedical waste;
- f. Loads containing fish feed totes

“Corrugated Cardboard” means recyclable waste from industrial, commercial, institutional sources which includes, but is not limited to containers or materials used in containers consisting of 3 or more layers of Kraft paper material and having smooth exterior liners and a corrugated or rippled core, but excluding containers which are impregnated with blood, grease, oil, chemicals, food residue, was; or have polyethylene, foil or other non-paper liners; or are contaminated with a material which will render the corrugated cardboard not marketable;

“Construction/Demolition Waste” means waste produced from the construction, renovation, and demolition of building, bridges, wharfs, rail lines and other structures, but does not include waste containing or contaminated with asbestos, creosote, PCB treatments, paints or chemicals of any kind;

“Hazardous Waste” means gaseous, liquid and solid waste which, because of its inherent nature and quantity, requires special disposal techniques to avoid creating health hazards, nuisances, or environmental pollution. Hazardous Wastes are toxins or poisons, corrosives, irritants, strong sensitizers, flammables, explosives, infectious waste, condemned food, etc., flammable wastes excluding plastics, paper products and the like;

“Ignitable” means having the properties of:

- a. Flammable gas,
- b. Flammable liquid, or
- c. Flammable solids, or substances susceptible to spontaneous combustion or substances that on contact with water emit flammable gasses as defined in the Special Waste Regulations of the Environmental Management Act;

“Metal” means recyclable ferrous and non-ferrous metallic materials which include, but are not limited to: sheet metal, siding, roofing, rebar, flashings, pipes, window frames, doors, furnaces, duct work, wire, cable, bathtubs, fencing, bicycle frames, automotive parts, machinery, appliances, garbage cans, metal furniture, tire rims and metal cans. It does not include metal that is incorporated into a product or packaging, such as a couch, that does not compose more than 50% of produce weight and that cannot be readily separated from the non-metallic components;

“Radioactive Waste” means waste containing a prescribed substance as defined in the Atomic Energy Control Act in sufficient quantity or concentration to require a licence for possession or use under the Act and regulations made under that Act;

“Reactive Waste” means waste which is:

- a. Explosive, oxidizing, or so unstable that it readily undergoes violent change in the presence of air or water;
- b. Generates toxic gasses, vapours, or fumes by itself or when mixed with water; and
- c. Polymerizes in whole or in part by chemical action and causes damage by generating heat or increasing volume; as defined in the Special Waste Regulations of the Environmental Management Act;

“Refuse” means discarded or abandoned materials, substances or objects; but does not include Controlled Waste and Prohibited Waste;

“Stewardship Materials” means any waste or recyclable materials in an approved stewardship plan as defined in the Recycling Regulation of the BC Environmental Management Act.

Solid Waste, excluding Controlled Waste	Tipping Fee	Other Charges	Notes
Residential household refuse-bagged	No Charge		
Residential Refuse – Loose (unbagged)	\$16 (\$15) per cubic meter	Minimum Charge \$5	Includes large household items

			such as furniture, swimming pools
Commercial, institutional or industrial general refuse – Includes bagged waste	\$16 (\$15) per cubic meter	Minimum Charge \$5	
Commercially or Institutionally generated corrugated cardboard	\$15 per cubic meter	Minimum Charge \$5	
Note 1: In the event that an incoming load contains multiple categories of waste, the higher of the applicable minimum charges will be applied.			
Note 2: Metals, clean wood waste and cardboard must be sorted and disposed of in the appropriate bins at the transfer station or in landfill area as directed by attendant.			

Controlled Waste	Tipping Fee	Other Charges	Notes
Construction & Demolition Waste	\$21 (\$20) per cubic meter	Minimum Charge \$5 Unsorted \$42 (\$40) per cubic meter	See Note 1 below.
Clean Wood Waste	\$16 (\$15) per cubic meter	Minimum Charge \$5	
Yard & Garden Waste	\$16 (\$15) per cubic meter	Minimum Charge \$5	
Stumps, land clearing debris	\$21 (\$20) per cubic meter	Minimum Charge \$21 (\$20)	
Steel Cable	\$104 (\$100) per cubic meter	Minimum Charge \$5	Maximum 10' lengths
Fishing Nets	\$52 (\$50) per cubic meter	Minimum Charge \$5	
Cooking Oil	Free		Accepted at attendant's discretion
Animal Carcasses	\$26 (\$25) per cubic meter	Minimum Charge \$5	No charge for critters disposed of by a government agency
Asbestos	\$26 (\$25) per cubic meter	Minimum Charge \$26 (\$25)	Requires CCRD approval
Creosoted/Treated wood	\$78 (\$75) per cubic meter	Minimum Charge \$5	Accepted at CCRD discretion
Hydrocarbon Contaminated Soil	\$104 (\$100) per cubic meter	Minimum Charge \$104 (\$100) plus any estimated out of pocket treatment costs	Must be Ministry of Environment Approved and receive CCRD approval
Other Waste such as large items requiring special handling, or items that are not suitable for landfilling such as concrete, asphalt	As determined by CCRD		
Note 1: Loads of construction and demolition debris must have metals and clean wood waste separated and be disposed of in the designated bins at the transfer station. Deposition of unsorted waste must receive CCRD permission.			
Note 2: In the event that an incoming load contains multiple categories of waste, the higher of the			

applicable minimum charges will be applied.
Note 3: Volumes of incoming waste will be determined by the Landfill Attendant or other person(s) designated by the Central Coast Regional District as the regional district representative. If a customer wishes to dispute the assessed volume, this must be done in writing to the CCRD Operations Manager or designate prior to deposition of the waste at the transfer station/landfill. The CCRD Operations Manager or designate will issue a determination that is final.

Recyclable Materials	Tipping Fee	Other Charges	Notes
Fridges/Freezers/ODS Containing Appliances	\$21 each		Doors must be removed and no food inside
Large Appliances (stoves, washers, dryers, dishwashers)	\$10.00 each		
Recyclable Metal	\$16 per cubic meter	Minimum Charge \$5	All motors must have fluids removed. Metal tanks must be empty prior to disposal.
Mattresses and box springs	\$16 per item		
Tires (Light Vehicle and bicycle) with Rims Removed	Free		
Tires with Rims (light vehicle)	\$10.00 each		
Commercial, farm and off-road tires	Charged according Tire Stewardship BC pricing plus \$10 handling fee per tire		Rims must be removed
Vehicle Hulks (light Duty passenger vehicles)	\$156 each		All fluids, batteries and tires must be removed by a licenced inspection facility unless otherwise authorized by CCRD
Commercial Vehicle Hulks	As determined by CCRD		
1 lb propane tanks	Free		
Propane tanks >1lb to 100 lb	\$6.00 (\$5.00)		
Stewardship program materials such as household generated packaging, cardboard, light bulbs, light fixtures, paint, household hazardous waste, batteries, used	FREE		Certain stewardship programs prohibit the collection of commercially generated items. In such instances a tipping fee will be assessed.

oil & Antifreeze, oil filters and containers, small appliances, and electronics.			
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Other Rates & Charges	Amount (\$)		Notes
Dumping of 4-yard bins with CCRD Packer Truck	\$2.50 per bin		This charge is in addition to tipping fees
Storage of 4-yard bins at transfer station	\$1/bin per day		Bins lids must be properly secured to prevent access by bears or other wildlife
Special Opening of Landfill	At cost plus 20%		Subject to approval by CCRD. A 4 hour minimum will apply.

Prohibited Waste – The following wastes are not accepted for landfilling
Liquid waste - with the exception of cooking oil which must be disposed of in accordance with the transfer station attendant's direction
Hazardous waste with the exception of asbestos and hydrocarbon contaminated soils
Ignitable wastes
Reactive Wastes
Radioactive waste
Biomedical/Medical Waste
Pool Chemicals
Solid waste that is on fire or smouldering
Metal that is recyclable
Clean wood waste
Stewardship materials



To: Courtney Kirk, CAO
CC: Board of Directors, CCRD
From: Evangeline Hanuse
Meeting Date: October 14, 2021
Subject: Policy A-19 Distribution of Bylaws

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receives the Request for Decision – Policy A-19 Distribution of Bylaws.

THAT the Board of Directors of the Central Coast Regional District reviews Policy A-19 Distribution of Bylaws.

Issue/Background Summary:

According to Policy A-24 Policy Development and Review, policies will be brought forward to the Board of Directors for review and relevance a minimum of every three years. Policy A-19 Distribution of Bylaws was last reviewed on July 19, 2018.

Submitted by: Ehanuse
Evangeline Hanuse

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer

Board Meeting
OCT 14 2021
CCRD ITEM (B) (b) (1)

A-19 – Distribution of Bylaws

Preamble: Whereas bylaws are created and deemed necessary for specific individuals and agencies; therefore it is necessary to form a distribution list.

Policy: After adopting and signing and ~~sealing~~after formal adoption, copies of bylaws are distributed to the following:

Electoral Area Directors (5) (for inclusion in Directors' manuals)

Active Bylaw Binders (2)

Bylaw Files (2) (numerical & by function)

Ministry of Community Sport and Cultural Development (in the case of zoning & OCP amendments)

Applicant (in the case of zoning or OCP amendments)

Website: ~~www.eerd-be.ea~~ www.ccrd.ca

Date: June 2, 2004

Amended: April 12, 2012

Amended: April 9, 2015

Amended: July 19, 2018