



CENTRAL COAST REGIONAL DISTRICT  
REGULAR BOARD MEETING MINUTES

DATE: October 12, 2017

ATTENTION

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

Board Meeting  
NOV 09 2017  
CCRD ITEM B(a)

REGULAR BOARD MEETING MINUTES – October 12, 2017

HELD IN OCEAN FALLS, Ocean Falls Courthouse

In Attendance:	Electoral Area A	Director, Frank Johnson
	Electoral Area B	Director, Travis Hall
	Electoral Area C	Chair, Alison Sayers
	Electoral Area E	Director, Samuel Schooner
	Chief Administrative Officer	Courtney Kirk
	CFO/Recording Secretary	Donna Mikkelson
	Operations Manager	Ken McIlwain
	Community Ec. Dev. Officer	Bridget Horel

Absent: Electoral Area D Director Richard Hall

There were 6 members in the gallery.

**PART I - INTRODUCTION**

1. **Call to Order**

The Chair called the meeting to order at 10:44 a.m. and acknowledged the meeting was taking place on Heiltsuk Nation traditional territory.

2. **Adoption of Agenda**

i) Late Item

**17-10-01** M/S DirectorsHall/Johnson that the agenda be amended by including the Economic Development Advisory Committee Meeting Minutes of September 28, 2017 as a late item and 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.

4. Disclosures of Interests Affecting Impartiality.

No disclosures affecting impartiality were made. Chair Sayers noted that should a conflict arise during the meeting, directors can also note it at that time and remove themselves.

**(B) ADOPTION OF MINUTES**

a) Regular Board Meeting, September 14, 2017.

**17-10-02** M/S Directors Johnson/Schooner that the September 14, 2017 minutes be amended by changing the words "Residents perceived a lack of response" to "Residents perceived a slow initial response" on page 6 under item C(n) during the discussions on the visit to the Precipice to meet with residents impacted by the fires, and that the minutes be adopted as amended.

**CARRIED**

**PART II- PUBLIC CONSULTATION**

Delegations – Six members of the Ocean Falls community seated in the gallery introduced themselves to the regional district directors and staff. Interested members of the community were in attendance as well as representatives of the Ocean Falls Economic Development Committee, the Ocean Falls Improvement District, and businesses.

The Ocean Falls Economic Development Committee is concerned that their funding has been discontinued and it was explained that the Economic Development function had been restructured to accommodate specific contribution agreements pursuant to the CCRD Community Economic Development Operating Plan 2016-2019. The community is interested in maintaining trails and campsites for use by tourists and locals alike and expressed frustration with a lack of funds and a lack of workers and manpower to do basic maintenance or even generate financial statements required to apply for grants. It was noted that telephone conversations for attending the meetings of the CCRD Economic Development Advisory Committee are not effective for participation.

Conversation continued with the regional district making suggestions and offering assistance to contact provincial parks to determine their interest in Ocean Falls, and to make contact with the regional district’s grant writer. Director Hall will contact the Heiltsuk Integrated Resource Management organization with a view to assisting. Ocean Falls residents were encouraged to apply to the regional district’s grant in aid program which will accept applications this winter for inclusion in the 2018 budget.

The Ocean Falls Economic Development Committee is burned out, and is now down to 2 members.

Chair Sayers thanked residents for bringing issues forward. Public consultation will continue after the recess at 12:30pm.

**(A) IN CAMERA MATTERS**

On October 11, 2017 the board of directors held an in camera meeting pursuant to the provisions of the Community Charter as follows:

Consideration of item under Section 90(1)(a) (relating to personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent appointed by the municipality or another position appointed by the municipality)

Consideration of item under Section 90(1)(j) of the (relating to 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*)

Consideration of item under Section 90(2)(b) of the (relating to 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)

Consideration of an item under Section 90(1) (e) and (g) (relating to all of: the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure

could reasonably be expected to harm the interests of the municipality; litigation or potential litigation affecting the municipality)

Consideration of an item under Section 90(1)(c) and (g) (relating to all of: labour relations or other employee relations; litigation or potential litigation affecting the municipality)

a) Matters Brought out of Camera.

The following is released in open public meeting:

THAT the Board agrees to amend their Service Delivery and Governance Study preface statement to include at the top of the statement the following phrase:

“While the Province of British Columbia has supported the development of this report, the views expressed below are those of the CCRD Board of Directors”.

For additional reference, the above phrase will be attached to the preface statement of the Service Delivery and Governance Study as found in its entirety in the June 8, 2017 board meeting minutes.

**PART III – LOCAL GOVERNANCE**

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

**Administrative Services**

a) Chief Administrative Officer’s Report dated October 5, 2017.

**17-10-04** M/S Directors Hall/Johnson that the Chief Administrative Officer’s Report dated October 5, 2017 be received. **CARRIED**

**17-10-05** M/S Directors Hall/Johnson that the Board resolves to support Administration to contract a short term emergency Recovery Manager preferably with demonstrated expertise in remote rural communications and economic development to help the Region recover from the impacts of this summer’s wildfires.. **CARRIED**

**17-10-06** M/S Directors Schooner/Johnson that the Board resolves approval for Administration’s submission of an application to the federal Disaster Flood Mitigation funding program administered through EMBC... **CARRIED**

Directors questioned if the replacement of playground equipment at Walker Island was a safety issue and they were assured that it was since the existing equipment was outdated and worn.

**17-10-07** M/S Directors Hall/Schooner that the Board resolves approval for Administration to submit a grant application to the Community Halls and Recreation Facilities Northern Development Initiative Trust in an amount of up to \$30,000 for the renewal of Walker Island Playground area. **CARRIED**

**17-10-08** M/S Directors Hall/Schooner that the Board resolves approval to submit a grant application to the Community Halls and Recreation Facilities Northern Development

Initiative Trust in an amount of up to \$30,000 for the renewal of Ocean Falls trails and recreation sites. **CARRIED**

The Chief Administrative Officer noted that BC Transit personnel would be attending the regional district office on October 13<sup>th</sup> to discuss transit services in the Bella Coola valley. Interested directors are welcome to attend.

CAO Kirk reported on the Union of BC Municipalities convention held in September and congratulated Chair Sayers on being re-elected to the UBCM Executive Committee. She expressed thanks to Director Hall and Chair Sayers for their work and presentations at meetings regarding the regional district's equalization strategy and for championing and moving forward the challenges of operating small airports in the province.

The CAO also reminded the board that an all-day strategic planning workshop will be held in conjunction with the November board meeting. The date was established as November 10<sup>th</sup> to maximize director availability. And finally she noted the requirement for directors to appoint alternates in order to comply with the *Local Government Act*.

**RECESS / RECONVENE**

The meeting recessed at noon and reconvened at 12:30pm

**PART II- PUBLIC CONSULTATION CONT' from P.2**

The Ocean Falls Improvement District questioned the improvement district's involvement with the regional district and asked how the regional district could assist them with issues particularly related to their aging infrastructure. The Community Economic Development Officer can assist with grant writing and sourcing grant funds, but for particularly large infrastructure projects, there is not much opportunity for improvement districts. The provincial policy may change with the results of the last election.

The regional district noted the pending contracting of a Recovery Manager who will assist with economic recovery initiatives in the region.

In terms of road maintenance, the regional district is examining options that may be available in terms of provincial support directly to property owners, as is done elsewhere. Ocean Falls residents are very dissatisfied with the condition of the roads in the community. Slides over the road effectively cut off the residential portion of the community from the townsite core. The Ministry is currently conducting stakeholders consultations and the Operations Manager will participate on behalf of the regional district.

**17-10-09** M/S Directors Johnson/Hall that an advocacy letter to support road maintenance and infrastructure replacement needs at Ocean Falls be sent to the appropriate authorities. **CARRIED**

CCED staff will contact the Ocean Falls Improvement District for details. Chair Sayers thanked the Ocean Falls Improvement District for attending the meeting and for presenting concerns. She noted that there has been much value in the board coming to the community to see and hear concerns first

hand.

**Financial Services**

- b) Financial Report, dated October 5, 2017.

The financial report contains notes and a statement of revenues and expenditures for the first 3/3 of the year against the budget. Chair Sayers asked about the money set aside for a 1-ton service truck for the Bella Coola Fire Department and was advised that they are still searching for a reasonably priced replacement. In the meanwhile, the old truck is still functioning. The air compressor needed to be replaced at a cost of \$6,000 and this was not budgeted.

Chair Sayers expressed concern about the state of the Snootli arena in view of the grant funding for re-paving. She questioned the length of time it would take to replace the \$27,000 used for capital works from the Solid Waste Management asset replacement fund (3 years) and how long the pool liner could be expected to last (3 years).

- 17-10-10 M/S Directors Johnson/Schooner that the Financial Report, dated October 5, 2017, be received. **CARRIED**

- c) Board Remuneration and Expenses Bylaw, report dated October 5, 2017.

Directors discussed the proposed amendments to the Board Remuneration and Expenses Bylaw and staff report prepared by the Chief Financial Officer. The remuneration for board members has largely remained unchanged since 2009. Overall, the proposed changes will increase expenses by about \$18,500 annually, representing an approximate tax levy of 2.5% over 2017.

- 17-10-11 M/S Directors Schooner/Johnson that Bylaw No. 477 cited as the "CCRD Board Remuneration and Expenses Bylaw No. 477, 2017" be now introduced and read a first time. **CARRIED**

- 17-10-12 M/S Directors Schooner/Johnson that Bylaw No. 477 be amended by changing non-commercial accommodation from \$35 to \$50 per night, and that a child care subsidy be added in the amount of \$50 for board meeting attendance, and that Bylaw No.477 cited as the "CCRD Board Remuneration and Expenses Bylaw No. 477, 2017 having been given due and detailed consideration by the Board be now read a second time as amended. **CARRIED**

**Development Services**

- d) Community Economic Development Officer Report, dated October 5, 2017.

The Community Economic Development Monthly Report contains information related to the BC Wildfire Business Impact Survey for the Central Coast, BC Wildfires and Economic Recovery, the Economic Development Advisory Committee, Grant Writer Program and contribution Agreement with Bella Coola Valley Tourism.

- 17-10-13 M/S Directors Schooner/Hall that the Central Coast Regional District submit an application to the Northern Development Initiative Trust Capacity Building program for a

grant of \$50,000 to support the Community Economic Development Officer position for 2018. **CARRIED**

**17-10-14** M/S Directors Schooner/Johnson that the Central Coast Regional District submit an application to the Northern Development Initiative Trust Grant Writer Support program for a grant of \$8,000 to support the Grant Writer position for 2018. **CARRIED**

**17-10-15** M/S Directors Schooner/Hall that the Bella Coola Valley Tourism report on the Contribution Agreement between the CCRD and BCVT dated October 4, 2017, be received. **CARRIED**

e) Economic Development Advisory Committee (EDAC), minutes dated September 28, 2017(late item)

The EDAC meeting minutes noted that the committee Terms of Reference are being reviewed. Chair Sayers would like to see the ToR tied in to the regional district strategic priorities of the board. Director Hall noted that this is important to ensure their voice is heard. The next meeting of the EDAC will be held at the end of November, and CAO Kirk and Chair Sayers will attend the meeting.

**17-10-16** M/S Directors Johnson/Schooner that the Economic Development Advisory Committee, minutes dated September 28, 2017, be received. **CARRIED**

**Operations**

f)Operations Manager monthly report dated October 5, 2017.

The Operations Manager's monthly report contains highlights associated with solid waste management function, recreation facilities, townsite water and fire protection, the swimming pool upgrade, Denny Island Water and Asset Management Planning. Chair Sayers asked if improvement districts were eligible applicants to asset management planning grants and was advised that they could apply to the provincial programs, but were not eligible for asset management grants sponsored by the Union of BC Municipalities.

**17-10-15** M/S Directors Schooner/Johnson that the Operations Manager report dated October 5, 2017 be received and that the CCRD Board of Directors approves administration to submit a grant application to UBCM under the 2018 Asset Management Planning Program.

**CARRIED**

**Leisure Services Commissions**

g) Centennial Pool Commission minutes dated September 11, 2017.

**17-10-16** M/S Directors Schooner/Hall that the Centennial Pool Commission minutes dated September 11, 2017, be received. **CARRIED**

**Protective Services**

m) Emergency Operations Center report, dated October 5, 2017

The Emergency Operations Centre Report noted that the report from the Emergency Response Debrief session would be brought to the November meeting of the board. The Emergency Operations Centre located at the CCRD office was demobilized on September 20<sup>th</sup>.

- 17-10-18 M/S Directors Schooner/Hall that the Emergency Operations Center report, dated October 5, 2017 be received. **CARRIED**

**Transportation Services**

n) Transportation report dated October 5, 2017.

The Transportation Monthly Reports includes a progress report on the obstacle removal project at the Bella Coola Airport. To date, approximately \$300,000 of the \$380,000 budget has been expended. The province has been notified that the regional district will require an additional \$220,000 to complete the full extent of clearing required. Accessing additional funds continues to be a staff focus.

- 17-10-19 M/S Directors Hall/Johnson that the Transportation report dated October 5, 2017, be received. **CARRIED**

**(D) EXECUTIVE REPORTS**

a) Chair and Electoral Area C Report.

The annual convention of the Union of BC Municipalities (UBCM) was intense, exhausting and successful. MLA's were accessible and the regional district's equalization strategy was well received. Chair Sayers thanked the Operations Manager and Airport Project Manager for their assistance in preparing the regional airport presentation, which was also well received. The meetings with the Ministry of Municipal Affairs and the Ministry of Indigenous Relations went well and both agencies want to continue discussions on the equalization strategy.

Chair Sayers received thanks for the community's support of the fire fighters which she will forward to the Coast Mountain News for publication, and which will also be posted on the regional district's website.

Chair Sayers also wanted to note her thanks to Marvin Schmunk who attended the September board meeting on behalf of the Nusatsum Property Owner's Association, for his work done on behalf of his neighborhood and the Bella Coola community with regard to flood mitigation efforts. The regional district has submitted a "Stream 1" application which will enable Mr. Schmunk's request for a "Stream 4" application in the future.

b) Electoral Area Reports

Area A – Director Johnson

Director Johnson noted that the Wuikinuxv hydro project has been pushed back and the youth centre is falling behind. Membership is dropping in the community. Issues with garbage disposal are causing bear encounters in houses and basements. The coho run is reduced this year. Director Johnson thanked the Ocean Falls people for



welcoming the regional district and he is pleased to visit – it has brought back lots of memories of the time he has spent in Ocean Falls.

Area B- Director Travis Hall

Director Hall has yet to bring the equalization strategy to the Heiltsuk Tribal Council for endorsement but he will do so at the next opportunity. It is the first year anniversary of the Nathan E. Stewart oil spill. The Bella Bella community is still fighting for environment assessments and clean up. He expressed his appreciation to the Ocean Falls community for hearing their concerns and for hosting the regional district. He will bring the plight of Ocean Falls to the Heiltsuk Integrated Resource Management team to create supports in Heiltsuk territories as is the custom. We all have the same goals.

Area D- Director Richard Hall – no report

Area E- Director Samuel Schooner –

Director Schooner thanked Ocean Falls for the excellent food and for hosting the regional district. He stated that the potential ground breaking impact of the equalization strategy remains unknown at this point but he is determined to pursue it further because he strongly believes that it will affect the future of Central Coast communities. He extended his congratulations to Chair Sayers for her re-election to the UBCM Executive and thanked her for her hard work at the convention.

**(E) BYLAWS AND POLICIES –**

a) Policy A-18 – Funding Proposals

**17-10-20** M/S Directors Schooner/Hall that Policy A-18 be amended by adding an exception in the event a funding proposal falls within the strategic priorities of the board of directors, board authorization by resolution is not required, and that Policy A-18 be adopted as amended. **CARRIED**

b) Policy A-23 – Purchase and use of Communication Tools

Policy A-23 recognizes the necessity for designated personnel to be available to be contacted beyond the office hours and when they are away from office communications. Proposed amendments to the policy require for certain key positions to have a cell phone or Blackberry at personal expense, for which monthly allowances are given to offset the expense.

**17-10-21** M/S Directors Johnson/Schooner that Policy A-23 Purchase and use of Communication Tools be adopted as amended. **CARRIED**

c) Policy A-30 – Staff Social Media Policy

Policy A-30 governs the publication of any commentary, creation, editing, and posting of pages on social media by staff of the CCRD. It provides an opportunity for staff to communicate to the public about the events and activities of the regional district and

can also be a useful tool for communicating with residents during emergency operations.

Proposed amendments to the Social Media Policy have been made to formalize the language; reflect that social media is a tool for engaging communities in the region for a broad range of activities and to make the policy specific to staff.

**17-10-22** M/S Directors Hall/Schooner that Policy A-30 – Staff Social Media Policy be adopted as amended. **CARRIED**

d) Policy E-7 – Ethical Standards of Conduct for Elected Officials

This policy is tabled and will be brought forward to the November meeting of the board.

e) Bella Coola Airport Rates and Charges Bylaw, No. 476, 2017

**17-10-23** M/S Directors Schooner/Johnson that Bylaw No. 476, cited as Bella Coola Airport Rates and Charges Bylaw No. 476, 2017, having been given due reconsideration 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**

**PART IV– GENERAL BUSINESS**

**(F) GENERAL CORRESPONDENCE**

- a) Ministry of Public Safety and Solicitor General re Introduction of Bill C-45 and C-46
- b) Ministry of Public Safety and Solicitor General re Cannabis Legalization and Regulation in British Columbia
- c) Vancouver Island Regional Library – Adopted 2018-2022 Financial Plan

**17-10-24** M/S Directors Schooner/Johnson that the correspondence be received. **CARRIED**

**(G) ADJOURNMENT**

There being no further business the meeting was adjourned at 4:22 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chief Administrative Officer

10:30  
11

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449  
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: October 31, 2017 Board Meeting Date November 9, 2017

Name of person or group wishing to appear before the Board of Directors: \_\_\_\_\_  
Vancouver Coastal Health - Population Health

Address: 800-601 W Broadway, Vancouver BC

Number of people attending: 1 Spokesperson Name: Jolene Lansdowne

Subject of presentation: CCRD-VCH partnership opportunities - community health data

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

A preliminary discussion of need for and interest in community health data, and how VCH could support this.  
\_\_\_\_\_

Contact person (if different than above): \_\_\_\_\_

Daytime telephone number: 604-875-5600 ext 67292, 236-988-0429

Email address: jolene.lansdowne@vch.ca

Will you be providing supporting documentation?  yes  no

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

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

Board Meeting  
NOV 09 2017  
CCRD ITEM II (6)



**Healthy Communities Collaboration Agreement (Agreement)  
2016-2019**

**Central Coast Regional District (CCRD)  
and Vancouver Coastal Health (VCH)**

**1) Context and Rationale**

With the growing level of preventable chronic illness such as diabetes and obesity, both our health care system and our local governments have an interest in reducing these preventable illnesses to improve the quality of life for residents and stop the rise of health care and related costs.

According to a 2009 report from the Canadian Senate, 10% of population health outcomes can be attributed to physical and built environments and an additional 50% is the result of social and economic determinants.

Local government mandates influence supportive social and physical environments in a variety of ways. Through elements such as parks, recreation and related facilities, land use planning, economic development, and grants in aid, local governments impact economic stability, participation and sense of belonging in community, access to recreation and ease of physical activity, and availability and access to nutritious food. All of these factors impact the health and well-being of the population.

In 2010, the Ministry of Health launched Healthy Families BC Communities to promote partnerships between the healthy authorities and the communities within their regions to improve population health. This partnership work focuses on community-level planning, policies and programming, not health care service delivery.

**2) Purpose of the Agreement**

The purpose of the Agreement is to:

- To formalize a collaborative relationship between VCH and CCRD that achieves mutual objectives for the community's well-being.
- To confirm a model of working together that builds on existing collaborations.
- To identify priority projects and work together towards advancement of healthy communities.

**a) Vancouver Coastal Health Context**

The Ministry of Health's Healthy Families BC Communities Program (a component of the Healthy Families BC Strategy that was launched in May 2011) acknowledges that healthy



communities make it easier for residents to make healthier choices that help them achieve and maintain their health and well-being.

As part of the Healthy Families BC Communities Program, BC Health Authorities (including VCH) are working with local governments to develop plans to make their community's healthier. This Agreement intends to formalize these areas of work and collaboration, and be an impetus for project-specific and practical actions within the priority areas that are outlined in this Agreement.

*b) Central Coast Regional District Context*

The CCRD covers an area of 25,000 square km and services approximately 3200 residents, of which over 60% are First Nations. With no municipalities in the region, people primarily reside in the unincorporated communities of Bella Coola, Ocean Falls, Denny Island, Hagensborg, Bella Bella, and Owekeeno. All of these communities fall within the VCH region. This is a group of diverse communities ranging in size from 25-1500, with varied demographics.

The CCRD is unique in the province, as it is the only regional district without a municipality within its borders. The CCRD is currently undergoing a Governance and Service Delivery Diagnostic Analysis Study. The four themes for the study are: Service delivery, organization and cost recovery; Electoral Area governance and structure; Local governance and service relationships; and, Access to infrastructure and other grant funding. The unique governance structure limits the number of opportunities to access provincial and federal funding initiatives that would support healthy community development. The results of this study are expected in December 2016, and will inform the CCRD/VCH partnership.

**3) Desired Outputs and Outcomes**

Through collaboration on the initiatives outlined in this Agreement, VCH and the CCRD hope to affect the following outcomes:

- a) To build relationship between CCRD and VCH to support the health and wellbeing of communities through planning, policies and programming.
- b) To establish mechanisms to strategically identify priority action areas, tracking progress and celebrating successes.
- c) Improved health outcomes for CCRD residents.

**4) Mechanisms for Collaboration**

a) Reporting & Meeting Schedule

- i. **Working Group Meetings** – held as necessary for priority initiatives



## Healthy Communities Collaboration Agreement (Agreement) 2016-2019

### Central Coast Regional District (CCRD) and Vancouver Coastal Health (VCH)

#### 1) Context and Rationale

With the growing level of preventable chronic illness such as diabetes and obesity, both our health care system and our local governments have an interest in reducing these preventable illnesses to improve the quality of life for residents and stop the rise of health care and related costs.

According to a 2009 report from the Canadian Senate, 10% of population health outcomes can be attributed to physical and built environments and an additional 50% is the result of social and economic determinants.

Local government mandates influence supportive social and physical environments in a variety of ways. Through elements such as parks, recreation and related facilities, land use planning, economic development, and grants in aid, local governments impact economic stability, participation and sense of belonging in community, access to recreation and ease of physical activity, and availability and access to nutritious food. All of these factors impact the health and well-being of the population.

In 2010, the Ministry of Health launched Healthy Families BC Communities to promote partnerships between the healthy authorities and the communities within their regions to improve population health. This partnership work focuses on community-level planning, policies and programming, not health care service delivery.

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The Ministry of Health's Healthy Families BC Communities Program (a component of the Healthy Families BC Strategy that was launched in May 2011) acknowledges that healthy



- ii. **Quarterly Meetings** – held with CCRD and VCH staff for planning and review purposes.
- iii. **Annual Planning Meetings** – key staff from VCH and CCRD will meet annually to outline the key priority projects for the next 12 months. The annual planning meeting is also an opportunity to celebrate the successes, discuss the lessons learned, and confirm (or re-assign) the key contacts within each organization.
- iv. **Updates to Board** – as necessary, VCH and CCRD staff provide updates to CCRD Board on key healthy community initiatives as well as opportunities for future initiatives

b) Key contacts

The role of the key contacts within VCH and CCRD is to be stewards of the Agreement. The Chief Administrative Officer and Community Economic Development Officer are the key contacts in CCRD. The Chief Medical Health Officer and Population Health Policy Consultant are the key contacts in VCH. CCRD and VCH will designate alternates as needed.

- i. Responsibilities of the key contacts include but are not limited to:
  - organizing and coordinating the meetings,
  - informing one another of emerging opportunities,
  - tracking the progress and needs for the ongoing projects,
  - maintaining the profile of the relationship,
  - consulting internally across departments to elicit staff feedback
  - managing communications related to the Agreement.
- ii. Other departments and staff in addition to the key contacts may be involved in and lead the various priority projects.

c) Resources

- i. VCH and CCRD will provide staff resources and time to carry out the annual priority projects, within reasonable expectations and capacity.
- ii. Recognizing the constraints of limited resources and time, the priority projects will be collaboratively selected based on areas of mutual priority, maximum impact, and adherence to the purpose of the Agreement and the stated desired outputs and objectives in the Agreement.

d) Communications

- i. CCRD and VCH may issue external communications related to the project (e.g. press releases, website articles, publications, etc.). The partners agree to provide press releases and other materials to one another prior to release.



- ii. Internal communication between VCH and CCRD shall be directed through the key contacts.

e) Evaluation

- i. CCRD and VCH staff will review the progress of this Agreement at the Annual Planning meeting.

5) Duration of the Agreement

- ii. The Agreement continues for three years and will be re-evaluated at the end of this period.
- iii. CCRD and VCH commit to identifying the priority projects on an annual basis.
- iv. Revision or cancellation of the Agreement can be considered and approved by mutual consent by CCRD and VCH.

6) Priority Areas:

The following have been identified as potential areas for collaboration:

- **Community Planning** – In Fall 2016, the CCRD will apply to the BC Rural Dividend for funding to complete an Official Community Plan for Bella Coola Valley. As a partner, VCH is committed to providing funding and in-kind support to incorporate a health and wellness lens in the development of an OCP. The content of the OCP will provide ongoing guidance to the partnership efforts between the CCRD and VCH.
- **Community Health Information** – establishing an accurate picture of the current health status, health-related behaviours and social determinants of health for the population in the region will be valuable in supporting planning and partnership efforts moving forward. Work will be done to establish a community health profile using the best data available and assessment will be made regarding improved data availability in the future
- **Economic Development** – economic development is a current priority for the CCRD. Recognizing the strong link between income and health outcomes, VCH will work with CCRD where possible to support these efforts
- **Physical Activity** – there are ongoing efforts across the region to encourage increased recreational physical activity through improved and additional fitness programming, recreation trails, as well as increased safe active transportation. Where possible, VCH will work to support these efforts.
- **Healthy Eating** – access to affordable, nutritious foods in the region is an ongoing challenge. There are currently efforts to produce and distribute local food, and work would continue, to consider policies and programs that could improve access in the region.





- ii. **Quarterly Meetings** – held with CCRD and VCH staff for planning and review purposes.
- iii. **Annual Planning Meetings** – key staff from VCH and CCRD will meet annually to outline the key priority projects for the next 12 months. The annual planning meeting is also an opportunity to celebrate the successes, discuss the lessons learned, and confirm (or re-assign) the key contacts within each organization.
- iv. **Updates to Board** – as necessary, VCH and CCRD staff provide updates to CCRD Board on key healthy community initiatives as well as opportunities for future initiatives

b) Key contacts

The role of the key contacts within VCH and CCRD is to be stewards of the Agreement. The Chief Administrative Officer and Community Economic Development Officer are the key contacts in CCRD. The Chief Medical Health Officer and Population Health Policy Consultant are the key contacts in VCH. CCRD and VCH will designate alternates as needed.

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  - managing communications related to the Agreement.
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- i. VCH and CCRD will provide staff resources and time to carry out the annual priority projects, within reasonable expectations and capacity.
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Signed by:

D. Blake

Darla Blake  
Chief Administrative Officer  
Central Coast Regional District

Oct 5, 2016  
Date

Karin Olson

Karin Olson  
Chief Operating Officer, Coastal Region  
Vancouver Coastal Health

Oct 4/16  
Date

Dr. Patricia Daly

Dr. Patricia Daly  
Chief Medical Health Officer  
Vancouver Coastal Health

Oct 4/16  
Date

CENTRAL COAST REGIONAL DISTRICT  
BYLAW NO. 467  
SCHEDULE "C"  
DELEGATION to BOARD REQUEST FORM

Date of Application: Nov. 2, 2017 Board Meeting Date November 9, 2017

Name of person or group wishing to appear before the Board of Directors: \_\_\_\_\_  
Bella Coola Air

Address: 1656 Phoenix Road, Hagensborg, BC. V0T1H0

Number of people attending: 2 Spokesperson Name: Chris + Stephanie Quinn

Subject of presentation: Disposal of Lease(s)

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

Approval of Assignment of lease(s)

Board Meeting  
NOV 09 2017  
CCRD ITEM II 1. (b)

Contact person (if different than above): \_\_\_\_\_

Daytime telephone number: 250-982-2254 or 780-686-0031

Email address: bellacoolair@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.



**CENTRAL COAST REGIONAL DISTRICT**

**DATE:** November 9, 2017  
**TO:** Chair Alison Sayers and Board of Directors  
**FROM:** Courtney Kirk, CAO  
**SUBJECT:** Administration Report – November 2017

Board Meeting  
 NOV 09 2017  
 CCRD ITEM (Ca)

**RECOMMENDATIONS:**

- 1) **THAT the November Administration Report be received.**
- 2) **THAT the Central Coast Regional District Board of Directors authorize Administration to put forward an application for CCRD to present at the Association of Vancouver Island and Coastal Communities Convention in April 2018.**

**STRATEGIC PLAN – Progress Summary**

**The 2017 Strategic Priorities and Goals:**

Factor/Progress Update	Measure/Goal
<p><b>40% Airport Management</b>            1(a) Crown licenses signed. Conversations in progress with private land owners, Nature Conservancy Trust and Nuxalk Nation regarding private property access.            1(b) Completed.            1(c) In progress. Berm is removed. Ongoing cutting delays from fire ban (new completion projection spring 2018).            1(d) Some seeding underway, will continue spring 2018 – grant extension approved if necessary for seeding in spring 2018.            2. Further conversation regarding a potential collaboration for airport maintenance and operations pending.            3. Complete            4. No action. Wildfires impacted feasibility of paving crew travel. Option to bring issue forward to MOTI staffers at UBCM.</p>	<ol style="list-style-type: none"> <li>1. Start Tree Clearing Project by 28 February 2017               <ol style="list-style-type: none"> <li>a) Permitting, engineering, surveying – complete by 31 March 2017</li> <li>b) Tendering Process – complete by 30 April 2017</li> <li>c) Falling and Clearing Obstacles – complete by 30 September 2017</li> <li>d) Level, rotovate and seed – complete after fire risk season or 1 December 2017</li> </ol> </li> <li>2. Engage in discussions with Nuxalk Nation regarding long term sustainability of Airport (hold 3-4 meetings during 2017)</li> <li>3. Develop options report for monitoring activities and airport (i.e. landing fees) – complete by 30 June 2017</li> <li>4. Advocate with province for the airport access road to be paved as a priority.</li> </ol>

<p><b>35% Centennial Swimming Pool upgrade</b></p> <ol style="list-style-type: none"> <li>1. Liner option study completed.</li> <li>2. Conceptual design complete.</li> <li>3. Initial stages.</li> <li>4. Awaiting results of grant application to Strategic Priority Fund.</li> <li>5. Submitted.</li> <li>6. No progress.</li> </ol>	<p><b>Complete the following steps by December 31, 2017:</b></p> <ol style="list-style-type: none"> <li>1. Study alternative liner options. Replace if suitable cost effective alternative is identified;</li> <li>2. Complete pool tank conceptual design options and assist commission with public consultation if significant variation from existing tank;</li> <li>3. Complete full scale design and engineering detail cost estimates for the mechanical system and mechanical building and obtain Vancouver Coastal Health Approval;</li> <li>4. Conduct Public Consultation re: pool tank and mechanical options – assessing appetite for borrowing and willingness to pay (assigned to Pool Commission);</li> <li>5. Submit Strategic Priority Fund grant application (or alternative grant combination) if a suitable pool tank replacement option and funding formula are arrived at by Board and Commission; and</li> <li>6. Begin collaborative engagement efforts to gauge interest in a new swimming pool facility (the start of the longer term possibility project).</li> </ol>
<p><b>25% Official Community Plan</b></p> <ol style="list-style-type: none"> <li>1. In progress. Resourcing conversations with Ministry officials underway to finance a protocol advisor toward developing a ToR with Nuxalk Nation.</li> <li>2. Conceptual draft (based on report research and existing bylaws and plans) provided by consultant. Draft maps in hard and digital copy received.</li> <li>3. No progress – the ToR dialogue will be determinative of community engagement strategy. A revised work plan for the OCP is underway.</li> <li>4. In progress.</li> </ol>	<p><b>Complete:</b></p> <ol style="list-style-type: none"> <li>1. Terms of Reference by Spring 2017;</li> <li>2. Background research by Summer 2017;</li> <li>3. Community Workshops by Fall 2017;</li> <li>4. Mid-term report on OCP by December 31, 2017</li> </ol>

**ADMINISTRATIVE MATTERS**

**Board Meeting**

All action items from the October 12, 2017 board meeting have been completed with the exception of:

1. Resolution 17-07-09 (July board meeting) approves the potential expenditure of the remainder of the Service Delivery and Governance Study (approx. \$10 000) toward a consultant led priorities identification project that will assist in developing Phase II— discussions are underway with Ministry of Municipal Affairs and Housing regarding the release of the funds now that the Ministry's Preface Statement issue has been resolved.

2. Funding for emergency management initiatives (April board meeting) is still a work in progress. Confirmation has been received from EMBC that the CCRD proposal under the National Disaster Mitigation Program has been submitted to Public Safety Canada for funding consideration. As reported elsewhere, a funding proposal has been submitted to a EMBC UBCM administered fund for Lidar mapping of the Bella Coola River and Tributaries to update flood plain mapping. Further funding proposals are underway (reported elsewhere).
  
3. An advocacy letter from the Board of Directors has not yet been submitted to the Ministry of Transportation and Infrastructure to support road maintenance and infrastructure replacement needs at Ocean Falls. Administration was able to determine and then speak with the appropriate Regional Manager with respect concerns about the escalating road deterioration from the lack of slide debris clearing. The Regional Member assured that MOTI staff were very aware of concerns regarding the slide response at Ocean Falls and welcomed the Board to submit a letter.

**Personnel**

The posting for the CFO position has now closed. Interviews are scheduled to begin on November 15<sup>th</sup>.

**Official Community Plan**

Administration continues to work with mapping consultant toward revising the maps with further layers in order to create an ability to cross reference roll numbers to the Region’s zoning maps and to improve available risk hazard layers. Efforts toward securing resourcing supports to develop a terms of reference with the Nuxalk Nation toward official community planning are ongoing.

Vancouver Coast Health is a supporting partner respecting the health aspects of the OCP. As a VCH delegation is scheduled for this meeting, the Healthy Communities Collaborative Agreement 2016-2019 between the Central Coast Regional District and Vancouver Coastal Health is attached for the Board’s convenience.

A visioning/priorities session for Denny Island community residents has been organized for December 1<sup>st</sup> in Denny Island. A seasoned land use and official community planning expert has been contracted to facilitate a discussion with attending community members and those who provided feedback through a written survey. The Area A Director Frank Johnson has committed to attend the session, and the Area B Director Travis Hall is attempting to schedule his or his alternate’s attendance. A report will be compiled of the vision and priorities expressed by the participating Denny Island constituents for the December 14<sup>th</sup> Board meeting. It is hoped that the visioning report will be helpful in informing the Region’s strategic priorities going into 2018 and beyond.

**Lands**

A stakeholder consultation from KPMG Forest Certification Services has been delivered to the CCRD seeking comments that are pertinent to Nanaimo Forest Products FSC

CoC/CW certification. While the Regional District is not required to offer comments, the package is available through Administration.

## **Budgeting**

Administration has begun preparing draft budgets for next year and is in the process of reviewing the current status of the budget for each of the CCRD's services.

## **GOVERNANCE MATTERS**

### **Alternate Directors – REMINDER NOTICE**

Pursuant to section 755 of the *Local Government Act*, all directors are required to appoint an alternate director. They are also required to obtain signatures from two duly qualified electors who reside in their area, consenting to the appointment.

### **Strategic Priorities**

The CAO requested the Board to cancel the planned strategic priorities session on November 8, 2016 given prohibitive travel costs and unconfirmed director attendance. In a separate report, Administration seeks Board approval to approach in the strategic priorities setting in a new way that hopefully will be less costly but as engaging as possible of each director's input.

### **Equalization Strategy**

Work continues on advocating the Equalization Strategy. A briefing note was prepared by Administration and formed the basis of a meeting between Chair Sayers and M.L.A. Jennifer Rice and M.P. Nathan Cullen. Feedback is being provided by staff in Nathan Cullen's office. Feedback has also been offered to Administration from a few seasoned Administrators which is proving very helpful to inform further refinement of the position papers. The AVICC forum presentation submission deadline is November

### **M.P. Visit**

Nathan Cullen's office has notified Administration of Nathan's intent to visit Bella Coola arriving November 13<sup>th</sup> and departing November 14<sup>th</sup>. A town hall may be organized if schedules permit.

### **Bella Coola Airport Runway Clearances**

Conversations are continuing between Administration and Assistant Deputy Minister and Deputy Minister level staff at the Ministry of Transportation and Emergency Management BC regarding challenges faced by the Region in completing the airport runway clearances project. A briefing note is being prepared by Administration outlining the history and scope of the issues faced and it is hoped the ongoing advocacy by the Board on this matter will continue to open doors for better provincial and federal (fiscal) support toward resolving the challenges.

**CCRD Emergency Recovery**

The Province has organized an After Action Engagement Session planned for November 10<sup>th</sup>. CCRD is invited to attend and present. Administration made arrangements for attendance in person but may attend by conference call due to unfavorable travel conditions. Recovery needs arising from the recent flooding are reportedly being assessed by provincial officials and a flyover of the Bella Coola River has been organized by the Ministry of Forests, Lands and Natural Resource Operations during the week of November 13th. The recent flooding event has demonstrated that further clarity is needed on roles and responsibilities as between the local, provincial, federal governments with respect to flood mitigation. The CCRD continues to advocate on behalf of the region, but barriers arising from the implications of provincial diking authority regulations continue to impair the regional district from playing more than an advocacy role with respect to flood mitigation.

**BC Ferry Authority – Call for Nominations**

There were no nominations advanced to the CCRD Administration for appointment to the BC Ferry Authority. We are one of four regional districts who are to jointly submit a list of 3 – 5 nominees by November 17. With the Board’s permission, Administration could offer support to the favoured nominees of the other three regional districts as we do not have a nomination to put forward.

Respectfully Submitted,

  
Courtney Kirk  
Chief Administrative Officer





October 31, 2017

Courtney Kirk  
Chief Administrative Officer  
Central Coast Regional District  
626 Cliff Street  
Bella Coola, BC V0T 1C0

Dear Courtney Kirk:

**Re: National Disaster Mitigation Program (NDMP) – Intake #4  
Bella Coola River and Tributaries Risk Assessment**

We are pleased to confirm that your proposal under the NDMP for the above project has been submitted to Public Safety Canada (PSC) for funding consideration.

A provincial cross-ministry committee evaluated and prioritized all proposals for technical merit and need. Proposals were evaluated by NDMP stream in accordance with eligibility under the NDMP Guidelines and the availability funding. The process establishes a ranking for projects that are approved until funding is exhausted.

The proposal will now be reviewed and evaluated under PSC’s process. If successful, approval will be conditional upon PSC and the Province, as well as the Local Authority and the Province, entering into written funding agreements that include the NDMP Terms and Conditions.

You will be notified in 2018 regarding the outcome of PSC’s evaluation. Timelines regarding the review and approval notice have not been communicated but it is anticipated decisions will be made by the end of April 2018.

We appreciate your interest in the program and encourage you to consider applying for additional projects under future intakes of NDMP. The next call for proposals is expected to occur in 2018.

If you have any questions regarding this, or if you would like to be included on a distribution list for future intake announcements, please email [embcdisastermitigation@gov.bc.ca](mailto:embcdisastermitigation@gov.bc.ca) .

Sincerely,

Jesal Shah, P.Eng., MBA  
Director, Disaster Mitigation Program  
Emergency Management BC

**Courtney E. Kirk**

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**From:** Cahoose, Marion TRAN:EX <Marion.Cahoose@gov.bc.ca>  
**Sent:** Thursday, October 19, 2017 10:12 AM  
**Cc:** Cox, Monica TRAN:EX; Duffy, Chris D TRAN:EX; Fiala, Tony TRAN:EX; Mohrmann, Ralph TRAN:EX; Prendergast, Peter L TRAN:EX; Fox, Genevieve TRAN:EX; Alexander, Debbie A TRAN:EX  
**Subject:** EMBC Provincial After Action Engagement Sessions - November 10th  
**Attachments:** After Action Engagement Sessions DRAFT Agenda.docx  
**Importance:** High

On behalf of Chris Duffy, A/Assistant Deputy Minister, Emergency Management BC

As you know, the 2017 Freshet and Wildfire season was unprecedented and one of the most complex and lengthy activation for EMBC working side by side with our partners to support the needs of communities impacted.

Over the next few months, we will be conducting a series of engagement sessions and formal debriefs with the goal of developing a Provincial After Action Report and Improvement Plan to enhance EMBC's response efforts in supporting communities in the future. Our objective is to assess organizational performance, while looking at successes and failures, ensuring that learning takes place to support continuous improvement.

To that end, we would like to invite you or your representative to a full day engagement session with key provincial ministry, local government and regional district partners.

We also invite you to do a 10-15 minutes verbal presentation to the group outlining an overview of the incident from your community perspective, outlining the role of primary and supporting agencies, and identifying 3 key successes and areas for improvement. Once we received all of the requests, we will finalize the agenda and send to all.

The information is located on a new web page<<http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/local-emergency-programs/after-action-review>> under the Local Emergency Programs<<http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/local-emergency-programs>> tab. Please feel free share the link<<http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/local-emergency-programs/after-action-review>> with your local government stakeholders and make them aware of the new information posted to our website.

Debrief details:

Date: Friday, November 10th  
Time: Registration 830 am  
900am - 300pm  
1118 Lakeview Crescent, Williams Lake

Please RSVP to [Marion.Cahoose@gov.bc.ca](mailto:Marion.Cahoose@gov.bc.ca)<<mailto:Marion.Cahoose@gov.bc.ca>> by October 27th, 2017 and ensure that you advise if you would also like to present.

We look forward to your participation and input to help us identify actionable recommendations for the future.

Sincerely,

**DRAFT After Action Engagement Sessions Agenda**  
**Regional Districts and Local Authorities**

- 0830-0900 Registration and Networking
- 0900-0915 Welcoming Remarks (EMBC Senior Regional Manager)
- Administration and housekeeping
  - Introductions
- 0915-0930 Overview of Hot Wash and After Action Review process (C4i)
- Why Conduct a Hot Wash and After Action Review
  - Data Collection and Analysis
  - Expected Outcomes
  - Guidance to Participants
- 0930-1000 High Level Overview of Province-wide Wildfire Response (EMBC Senior Regional Manager)
- Basic Incident Facts
  - Key Timelines and Milestones
  - Priorities and Objectives
  - Roles of Primary and Supporting Agencies
- 1000-1030 Break
- 1030-1130 High Level Overview of Local Wildfire Response (Local Authorities and Regional Directors)
- Basic Incident Facts
  - Key Timelines and Milestones
  - Local Priorities and Objectives
  - Roles of Primary and Supporting Agencies
  - Response Successes (top 3)
  - Opportunities for Improvement (top 3)
  - Recommendations
- 1130-1200 Facilitated Discussion (C4i)
- Preparation for Wildfire Season
  - Notification and Public Information
  - Evacuation and Emergency Social Services
  - Response Capabilities and Capacities
  - Information Sharing and Collaboration
  - Personnel and Training
  - Other Areas of Enquiry

1200-1300 Lunch

1300-1430 Facilitated Discussion Continued (C4i)

- Open Discussion
- Questions and Clarifications
- Summary of Key Findings

1430-1500 Wrap Up (EMBC Senior Regional Manager)

- Development of Draft After Action Report
- Development of Draft Improvement Plan
- Feedback from stakeholders
- Monitoring progress

1500 Adjournment

**BRIEFING NOTE FOR HONOURABLE NATHAN CULLEN, M.P.**  
**EQUALIZATION TO END LOCAL GOVERNMENT REGIONAL DISPARITY**

**Purpose:**

The Central Coast Regional District (CCRD) is asking the federal government to expand its Equalization and Territorial Formula Financing (TFF) Program to include local governments like the CCRD who provide municipal (local government) services to on-reserve populations.

**Issue:**

Our Region is not unlike a ‘have not province’, mandated to provide a specific scope of government services but without the *per capita* resourcing of average local governments.

We operate perpetually in fiscal disparity as approximately 60% of our constituent base lives on-reserve and therefore outside the primary fiscal framework that finances local government (i.e. property tax requisition).

This fiscal disparity was created, and is perpetuated, by the federal government and is the result of a much longer and challenging history of British Columbia’s experience with colonization.

In spite of overtures of reconciliation and policy attention directed at government services parity for First Nation populations, financial solutions that address the municipal service gap have not been forthcoming.

While the CCRD’s particular circumstance dramatically magnifies the underlying issues, we believe local governments across the country that service on-reserve populations are impacted.

The solution could be as simple as the application of an existing constitutional principle (s.36) through the expansion of an existing and long established program (TFF).

**Background:**

- The primary source of our local government’s base operating funds is via property tax requisition (executed by British Columbia).
- British Columbia does not collect property taxes from the federal government to fiscally represent on-reserve populations during the annual tax requisition that finances our local government (as far as we can tell, there is no constitutional mechanism other than the transfer method we are advocating to effectively do this).
- The Central Coast Regional District currently provides services to a census population of approximately 3319 constituents. However, the off-reserve population (constituting the property tax base) is only 1403.
- Based on 2017 figures, the *per capita* property tax requisition contribution of off-reserve constituents was \$483.17 (the CCRD’s total tax levy for 2017 was \$677,881)
- Averaging the *per capita* off reserve tax requisition contribution to the CCRD’s on-reserve population illustrates the **\$925,745 deficit** the CCRD operated under this year alone:
  - \$483.17 (*per capita* property tax levy off reserve) x 1,916 (on-reserve population)

**Further Considerations:**

It is our observation and experience that outside of the cumbersome, unreliable and piecemeal system of municipal service agreements that revolve around the policy directives of Indigenous and Northern Affairs Canada (rather than locally construed need), local governments are not compensated by the federal government for the services they provide to members of on-reserve

populations. The fiscal gap is unconscionable, particularly when consequences such as disputes over (say) fire suppression services (a problem of failed municipal service agreements) lead to preventable loss of life.

Further, attempting to address the fiscal gap through conversations with INAC will only lead to First Nations correctly perceiving that they are being deprived of resources properly administered by their respective governments. This conversation is not about First Nation government service delivery. We have and will continue to negotiate and honour municipal service agreements, as we will continue to apply for grants to subsidize our larger ticket asset maintenance challenges. Rather, this conversation is about the services that provincially mandated local governments administer, and share, *in deficit*. This is *not* a treaty problem. This *is* a revenue deficit problem, which is what s.36 *Constitution Act*, 1982 is meant to address.

The unnecessary polarization and divisions the fiscal gap creates at a local level defy every commitment the federal government has made to further the Truth and Reconciliation Calls to Action, the Report of the Royal Commission on Aboriginal Peoples, the directives of UNDRIP, the new 10 Principles on Government’s Relationship with Indigenous Peoples and its commitment to close the socio-economic gap between First Nations and non-First Nations.

Our service mandate includes playgrounds, waste management and preparing for emergencies and should be points of unification and relationship building for our local communities.

**Canada’s Constitution:**

s.36 (1)(c) *Constitution Act*, 1982 reads: “Without altering the legislative authority of Parliament or of the provincial legislatures, or the rights of any of them with respect to the exercise of their legislative authority, Parliament and the legislatures, together with the government of Canada and the provincial governments, are committed to... providing essential public services of reasonable quality to all Canadians.”

s.36(2) *Constitution Act*, 1982 reads: “Parliament and the government of Canada are committed to the principle of making equalization payments to ensure that provincial governments have sufficient revenues to provide reasonable comparable levels of public services at reasonably comparable levels of taxation”.

Section 36 (Equalization and Regional Disparities) of the *Constitution Act*, 1982 has been traditionally applied to offset differences in fiscal capacity at the provincial and territorial level to ensure that all provinces have access to *per capita* revenues equal to the potential average of all ten provinces. In essence, Canadians can expect to receive more or less the same quality of government services in New Brunswick as they can expect to receive in resource (revenue) rich Alberta. A *per capita* equalization payment to the CCRD would transform our ability to qualify for matching grants designed to support local government services and would double our human resource capacity to better achieve good governance (and reconciliation) in our region.

The Canadian governments’ Equalization and Territorial Formula Financing (TFF) program currently does not include transfer payments aimed at local governments whose electoral base (and target populations for legislatively mandated local government services) include on-reserve populations.

***Thank you for considering our position. We hope we can rely on you for support to advance our need to Federal Cabinet. For further discussion, please contact Alison Sayers, Chair, Central Coast Regional District, [asayers@ccrd-bc.ca](mailto:asayers@ccrd-bc.ca), 250-799-5291.***



## CENTRAL COAST REGIONAL DISTRICT

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

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

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

### REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Courtney Kirk, CAO  
**Meeting Date:** November 9, 2017  
**Subject:** Strategic Planning 2018



#### Recommendation:

*THAT the Board of Directors of the Central Coast Regional District direct Administration to contract a local planning expert who would assist the Board in developing 2018's Strategic Priorities for an estimated total expense of \$2000.*

#### Summary:

Administration recommends that a survey specifically for the Board of Directors be developed to support the Board in identifying their strategic priorities for 2018. Each Board member would be interviewed one-on-one with the same survey questions, and each Board member would have the CCRD's Vision, Mission, Core Values and content from the 2015-2019 Central Coast Regional District Integrated Strategic Plan reviewed with them as well as an overview of the CCRD's existing and mandated services. The results of each Board member's survey questions would be recorded anonymously by the contractor and the results would be compiled into a report for the Board prior to the December Board meeting. The Board could allocate time at the next Board meeting to review the results of each other's surveyed feedback, discuss the results collectively, and resolve on strategic priorities for 2018.

#### Time Requirements – Staff and Elected Officials:

Modest staff time will be required to secure a contractor and develop a scope of services, finalize the survey, and review the results and the compilation report. Elected officials will need to devote approximately 2-3 hours (potentially over two sessions) to participate by teleconference in the interview and survey.

**Financial:**

Directors' remuneration for a half day ( $\$75 \times 5$ ) = \$375. Contractor – estimated 15 hours of interview, 6 hours of prep and 7 hours of reporting = 28 hours / 7 = 4 days x \$400/day = \$1600. Add \$25 for long distance telephone fees. **The total estimated cost is \$2000.**

Unfortunately, escalating travel costs for outer coast directors resulted in a quote of \$5500 to bring a single Director to Bella Coola for the strategic priority session that was scheduled for November 8<sup>th</sup> and Board meeting, which would have exceeded the 2017 budget for Board travel.


**Options Considered:**

- 1) Attempt to reschedule the strategic planning session Bella Coola Valley – The Board could consider directing Administration to schedule a strategic priority session in the Bella Coola Valley later in November or early December. The travel cost and accommodation costs could potentially exceed \$5500.
- 2) Attempt to reschedule the strategic planning session outer coast community – The Board could consider directing Administration to schedule a strategic priority session in the outer coast for later in November or early December. The travel cost for all the Board to assemble in the outer-coast could potentially exceed \$5500.
- 3) Organize a strategic planning meeting by teleconference – The Board could consider directing Administration to schedule a strategic priority session by teleconference for later in November or early December.

**Background:**

A strategic priority session of the Board was planned for November 8, 2017. The original intent was to structure the session similarly to the past. Prohibitive travel costs led to cancelling the Session on the 8<sup>th</sup> and arranging for the November 9<sup>th</sup> Board meeting to be held by teleconference with the outer coast directors. Administration reviewed options by email with the Board and with staff to identify the Board's strategic priorities in tandem with the budgeting process. The idea of surveying the Board individually through teleconference interviews and then reporting on the results to the Board as a preliminary to a more streamlined discussion arose as a solution to the prohibitive travel costs but need for the Board to put devoted attention toward next year's strategic priorities.

Submitted by:



Courtney Kirk, Chief Administrative Officer





**CENTRAL COAST REGIONAL DISTRICT**

**DATE:** November 2, 2017

**TO:** Courtney Kirk, Chief Administrative Officer

**CC:** Chair Alison Sayers and Board of Directors

**FROM:** Donna Mikkelson, Chief Financial Officer

**SUBJECT:** Financial Report - November

Board Meeting  
 NOV 09 2017  
 CORD ITEM (c)

**RECOMMENDATION:**

**THAT the November 2017 Financial Report be received.**

**Summary**

Overall, revenues and expenditures are in line with budget targets.

**Accounts Receivable**

Our accounts receivable, money due to us from other organizations is in a heightened state which should "right" itself soon. Currently we have approximately \$275,000 due which includes Emergency Management BC (fires – state of local emergency), Ministry of Transportation and Northern Development Initiative Trust (grants receivable related to the Bella Coola Airport Development Project), the Nuxalk Nation (quarterly installment for landfill contribution) and Canada Revenue Agency (quarterly GST rebates).

To date, there has been no recovery from Emergency Management BC for the costs incurred for the fires even though we commenced claim submission at the earliest opportunity (Aug 31).

**Municipal Finance Authority (MFA) – Socially Responsible Investing**

Directors will recall that earlier this year, the MFA circulated a survey requesting input from local governments regarding their interest in responsible investing opportunities. This was as a result of local governments expressing an interest to MFA in 2015 and 2016 and subsequently a UBCM resolution calling for the creation of a "fossil fuel free" pooled fund (aka a SRI pooled fund) option from MFA. The MFA received a 55% response rate, representing approximately \$65 million in gross investment interest. Their target minimum was \$100 million in committed capital.

The MFA intends to continue to actively monitor local governments' interest in an SRI fund over the coming months, but advised that until the \$100 million threshold is met, the MFABC is unable to provide a firm timeline or launch date. Our relatively small proposed contribution was not a significant factor.

**Budget – Five Year Financial Plan**

Budget discussions are in progress – to date we have draft projections for economic development, parks and recreation (Bella Coola), town site fire protection and water works, and solid waste management.

This process necessarily involves reviewing the current financial situation to determine whether budget items will be carried forward to 2018 or if they will be expended in 2017 prior to year end.

**Audit Adjustment**

Due to the pending retirement of the Chief Financial Officer, the auditors have expressed an interest in adjusting their audit work for this year and do some interim testing in November. This is to be expected, and we are prepared to comply despite a tight timeline and upcoming vacation absences.

Respectfully Submitted,



Donna Mikkelson, CFO