



CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES

DATE: March 9, 2017

Board Meeting
APR 13 2017
CCRD ITEM B(a)

REGULAR BOARD MEETING MINUTES – March 9, 2017

In Attendance:	Electoral Area A	Director Frank Johnson
	Electoral Area B	Alternate Director Travis Hall
	Electoral Area C	Chair Alison Sayers
	Electoral Area D	Director Richard Hall
	Electoral Area E	Director Sam Schooner
	Acting Chief Administrative Officer/CFO	Donna Mikkelson
	Public Works Manager	Ken McIlwain (portion)
	Recording Secretary	Cheryl Waugh

Absent – Director Reg Moody-Humchitt

Members of the gallery – None

PART I - INTRODUCTION

1. **Call to Order**

The Chair called the meeting to order at 10:35 a.m. and acknowledged the meeting was taking place on Nuxalk Nation traditional territory.

2. **Adoption of Agenda**

(a) Introduction of late items

17-03-01 M/S Directors R.Hall/Johnson that the agenda be adopted as presented.

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 interest during the meeting when the matter is discussed.

Directors did not disclose any financial interests in agenda items.

4. **Disclosures of Interests Affecting Impartiality**

Directors did not disclose any interests affecting their impartiality.

The following item was moved forward: (B) Part II-Public Consultation 1.Delegations a. Carey Maclver & Associates

It is noted for the record that the recording device was not turned on until 10:38am at which time Carey Maclver was in the process of her presentation of the Solid Waste Management Plan Update to the board of directors. The recording did not capture the four points or order noted above.

(A) IN CAMERA MATTERS 11:00am

17-03-02 M/S Directors R.Hall/T.Hall that the meeting move to in camera for the consideration of items:

- 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); and
- under Section 90(1)(j) (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*); and
- under Section 90(2)(b) (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).

CARRIED

The regular meeting resumed at 12:50 p.m.

(a) Matters Brought out of Camera

No matter were released from in camera

(B) ADOPTION OF MINUTES

a) Regular Board Meeting, February 9, 2017

17-03-03 M/S Directors R.Hall/T.Hall that the February 9, 2017 minutes be adopted as received.

CARRIED

The following item was moved forward: (C)(a) Acting Chief Administrative Officer's Report

PART II– PUBLIC CONSULTATION

1. Delegations

a. Carey McIver of Carey McIver & Associates

Operations Manager, Ken McIlwain joined the meeting.

10:30 a.m. Carey McIver joined the meeting by phone and, with the assistance of computer technology, provided a visual presentation reviewing the solid waste management planning process to date and the results of the public consultation process on the draft plan.

Close to 90 surveys were completed by the public. The results of the survey were reviewed by the Solid Waste Advisory Group (SWAG) in late February. The survey respondents were largely in favour of the proposed initiatives contained in the Draft Plan. SWAG unanimously voted in favour of adopting minor changes to the draft plan and sending to the CCRD Board for adoption.

The Chair thanked Ms. McIver for the informative presentation and the phone call ended.

Ken McIlwain left the meeting.

b. Colin McMillan

1:05 p.m. Colin McMillan joined the meeting and spoke to his recent correspondence with the Ministry of Transportation and Infrastructure and his concerns about safety with the regards to the state of Highway 20. The Ministry has done a considerable amount of work on the highway in recent years and does not contemplate further works on their priority roster.

Mr. McMillan would like the Board of Directors to support his proposal that would see a 6-7km, 4% grade tunnelling project move forward, thereby eliminating *The Hill*.

The Chair thanked Mr. McMillan for his comments and said the Board of Directors will consider his request.

Mr. McMillan left the meeting.

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

a) Acting Chief Administrative Officer's Report dated March 2, 2017.

The Administration Report provided a progress update on the 3 strategic priorities and goals for 2017: airport, swimming pool and Official Community Plan. Administration's focus for the first quarter has largely centered on airport operations and finishing up the solid waste management planning initiative from 2016.

PMT Chartered Professional Accountants LLP attended the regional district offices in February to complete the field portion of the annual audit.

17-03-04 M/S Directors R.Hall/T.Hall that the Acting Chief Administrative Officer's Report dated March 2, 2017 be received.

CARRIED

Acting CAO, Donna Mikkelson, noted that the CCRD was not successful with the Rural Dividend Fund application for assistance with the Official Community Plan. This information came in after the date of her report.

b) Denny Island Recreation Commission Appointments, report dated March 2, 2016

The appointment of Commissioners to the Denny Island Recreation Commission was previously considered by the board in December and February.

- 17-03-05** M/S Directors Schooner/Johnson that the Central Coast Regional District Board hereby appoints, in alphabetical order, to the Denny Island Recreation Commission, Ramona Goossen and Rhonda Orobko for a 2-year term from January 1, 2017 to December 31, 2018 and Krista Roessingh to fill the vacancy which will expire December 31, 2017 (1 year term); and

That the Central Coast Regional District Board hereby reconsiders and repeals resolution 16-12-18 from the December board meeting.

CARRIED

Financial Services

- c) Parcel Tax requisition, 2017 report dated March 2, 2017.

The annual parcel tax requisition relates to the 1997 loan authorization bylaw associated with the borrowing of funds for the purposes of the capital construction of the 1996 water distribution system. It applies only to those properties within the Bella Coola Waterworks Local Service Area (town site).

- 17-03-06** M/S Directors Schooner/Johnson that the 2017 Parcel Tax Roll for the Bella Coola Waterworks Local Service Area (LSA) be confirmed and authenticated and forwarded for collection to the Surveyor of Taxes.

CARRIED

- d) Financial Plan 2017-2021, report dated March 2, 2017

The CFO offered a proposed amendment. The Financial Plan was to have approximately \$117,000 in surplus at the end of 2017 to carry forward to 2018. Her proposal is to budget approximately \$70,000 of that amount and use it in 2017, rather than in 2018 for purposes associated with projects at the Bella Coola Airport, if deemed necessary. The funds had previously been targeted to accommodate the board's strategic priorities in 2018.

The tax levy for 2017 will see an increase of 2.1% from 2016. This covers inflationary costs of operations and provides for the addition of human resources which will continue for the balance of the planning cycle.

- 17-03-07** M/S Directors Schooner/R.Hall that the Five-Year Financial Plan be amended by including the amount of \$67,568 to be moved to 2017 spending and removed from 2018 in the Community Works Fund.

CARRIED

- e) Five Year Financial Plan, Bylaw No. 57

- 17-03-08** M/S Directors R.Hall/Johnson that Bylaw No. 57 cited as the "Central Coast Regional District Five-Year Financial Plan Bylaw No. 57, 2017" be now introduced and read a first time.

CARRIED

17-03-09 M/S Directors R.Hall/Schooner That Bylaw No. 57 cited as the "Central Coast Regional District Five-Year Financial Plan Bylaw No. 57, 2017" having been given due and detailed consideration by the Board be now read a second and third time.

CARRIED

17-03-10 M/S Directors Johnson/R.Hall That Bylaw No. 57 cited as the "Central Coast Regional District Five-Year Financial Plan Bylaw No. 57, 2017" 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

Development Services

f) Community Economic Development Officer Report, dated March 2, 2017.

17-03-11 M/S Directors Schooner/R.Hall that the Community Economic Development Officer Report, dated March 2, 2017, be received.

CARRIED

g) Community Economic Development, Connectivity and Broadband, report dated March 2, 2017.

The Community Economic Development Officer has engaged with industry, government, and other organizations and people regarding the improvement to rural broadband and connectivity in the region.

17-03-12 M/S Directors Johnson/R.Hall that the Coverage and Broadband report dated March 2, 2017 be received.

CARRIED

17-03-13 M/S Directors R.Hall/T.Hall that Network BC be invited to speak to the CCRD Board of Directors and community groups about broadband and cellular coverage, programs, funding, and future plans to better prepare regional organizations and communities.

CARRIED

h) Land Use Planning Report dated March 2, 2017.

The Land Use Planning Report provides information regarding inquiries and requests (subdivisions, maps and plans, land referrals and zoning) in the past month.

17-03-14 M/S Directors R.Hall/Johnson that the Land Use Planning Report dated March 2, 2017, be received.

CARRIED

Operations

i) Operations Manager Report dated March 2, 2017.

Operations Manager, Ken McIlwain, joined the meeting and answered questions related to his report.

17-03-15 M/S Directors Schooner/Johnson that the Operations Manager's report dated March 2, 2017, be received.

CARRIED

j) Solid Waste Management Plan Update, dated March 2, 2017.

17-03-16 M/S Directors R.Hall/T.Hall that the Solid Waste Management Plan Update, dated March 2, 2017 be received.

CARRIED

Ken McIlwain expressed his satisfaction with the quality work of consultants, Carey McIver & Associates Ltd., to deliver the Solid Waste Management Plan on time and on budget, yet remain flexible to the needs to the regional district. Many thanks to the SWAG committee participants and members of the community for their support in the update process.

17-03-17 M/S Directors Schooner/R.Hall that the CCRD Board of Directors approve and adopt the final draft of the updated Solid Waste Management Plan dated February 28, 2017;
And

That the Board request administration to submit the draft plan, the plan review checklist, the public consultation summary report and the Corporate Officer's Certificate to the Minister of Environment for review and approval.

CARRIED

17-03-18 M/S Directors Schooner/R.Hall that a letter of thanks be written to consultant Carey McIver & Associates for their excellent performance working on the CCRD's Solid Waste Management Plan.

CARRIED

k) CCRD Asset Management Investment Plan 2017 report dated March 2, 2017.

17-03-19 M/S Directors Schooner/Johnson that the CCRD Board of Directors endorse the final draft of the CCRD Asset Management Investment Plan 2017 prepared by Urban Systems and support the continued development and advancement of asset management planning in accordance with Section 7.0 Recommendations and Next Steps.

CARRIED

17-03-20 M/S Directors Johnson/R.Hall that resolution #17-03-19 be amended by adding the development of an Asset Management Strategy to Section 7.0 (Recommendations and Next Steps), subject to the availability of funding; and further that opportunities be provided for stakeholders to invest and support continued development of asset management.

CARRIED

Other strategic initiatives are underway and details can be found in the report.

Leisure Services Commissions

- l) Centennial Pool Commission minutes dated February 5, 2017 and February 21, 2017.

17-03-21 M/S Directors Johnson/R.Hall that the Centennial Pool Commission minutes dated February 5, 2017 and February 21, 2017 be received.

CARRIED

Protective Services

- m) Emergency Program Report dated March 2, 2017.

17-03-22 M/S Directors Hall/Schooner that the Emergency Program Report dated March 2, 2017, be received.

CARRIED

Transportation Services

- n) Denny Island Airport Commission Minutes dated February 16, 2017.

17-03-23 M/S Directors Schooner/Johnson that the Denny Island Airport Commission Minutes dated February 16, 2017, be received.

CARRIED

- o) Transportation report dated March 2, 2017.

The Operations Manager provided a written report on ongoing communication with Transport Canada to determine the feasibility of the Bella Coola Airport to remain as a certified aerodrome.

17-03-24 M/S Directors Johnson/R.Hall that the Transportation report dated March 2, 2017, be received.

CARRIED

- p) Airport Master Plan, report dated March 2, 2017.

The Operations Manager provided background on the completion of the Bella Coola Airport Master Plan. The Bella Coola Airport Pavement Condition Report was completed in October 2016 and forms a part of the Master Plan Report, although it and all appendices were not circulated in the agenda package. These appendices will be posted on the website and are otherwise available to interested parties.

17-03-25 M/S Directors R.Hall/T.Hall that the Bella Coola Airport Master Plan report from the Operations Manager dated March 2, 2017, be received.

CARRIED

- q) Transportation & Land Use Coordinator, Bella Coola Airport Master Plan review, dated March 2, 2017.

17-03-26 M/S Directors T.Hall/Johnson that the Transportation & Land Use Coordinator, Bella Coola Airport Master Plan review, dated March 2, 2017, be received.

CARRIED

- r) Airport Master Plan dated February 2017

17-03-27 M/S Directors R.Hall/Johnson that the Bella Coola Airport Master Plan from Tetra Tech Canada Inc. be received.

CARRIED

17-03-28 M/S Directors Schooner/Johnson that the meeting move in-camera pursuant to section 90(2)(b) of the *Community Charter*.

CARRIED

The Regular meeting resumed at 2:40 p.m.

17-03-29 M/S Directors R.Hall/Johnson that the final draft of the Bella Coola Airport Master Plan dated February, 2017 be brought back to the Board in June, 2017 for further consideration.

CARRIED

- s) CCRD Licence of Occupation #5402268 report dated March 2, 2017.

17-03-30 M/S Directors Schooner/Johnson that the CCRD Board of Directors support the application to the Ministry of Forests, Lands and Natural Resource Operations to obtain a Forestry Licence to Cut and to amend the area of CCRD Licence of Occupation #5402268 (Snootli Creek Regional Park) by adding additional area of approximately 43.2 ha's.

CARRIED

(D) EXECUTIVE REPORTS

- a) Chair and Electoral Area C Report (see below-Area C)

- b) Electoral Area Reports

- i. Area A –

Director Johnson reported that his community will hopefully have hydro by year-end. The community is also building a recreation building (85'X50'), also hoped to be completed by the end of 2017.

- ii. Area B- No report

- iii. Area C

Director Sayers provided a short written report. Since writing that report she attended a meeting of the Northern Development Initiative Trust Regional Advisory Committee by phone.

The CAO hiring committee is moving forward and will hopefully have more updates at the next meeting.

- iv. Area D-No report

- v.

- vi. Area E-No report

(E) **BYLAWS AND POLICIES - None**

PART IV- GENERAL BUSINESS

(F) **GENERAL CORRESPONDENCE**

- a) Inclusion BC, Help Celebrate Canada 150 Inclusively, email dated February 17, 2017.

17-03-31 M/S Directors R.Hall/Schooner that the email, Inclusion BC, Help Celebrate Canada 150 inclusively, dated February 17, 2017 be received.

CARRIED

(H) **ADJOURNMENT**

There being no further business the meeting was adjourned at 2:57 p.m.

Chair

Corporate Officer



**CENTRAL COAST REGIONAL DISTRICT
SPECIAL BOARD MEETING MINUTES**

April 05, 2017 at 8:30am

Central Coast Regional District Office

In Attendance:	Electoral Area A	Director Frank Johnson
	Electoral Area C	Chair Alison Sayers
	Electoral Area D	Director Richard Hall
	Electoral Area E	Director Samuel Schooner
	Acting CAO	Donna Mikkelson

1. Call to Order

Chair Sayers called the meeting to order at 8:50am

2. Adoption of Agenda

17-04-01S M/S Directors Hall/Schooner that the agenda be adopted as read.
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 interest during the meeting when the matter is discussed.

A declaration under these section(s) requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the matter the subject of the declaration.

There were no disclosures.

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.

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There were no disclosures.

5. Adoption of Minutes

None. March minutes to be adopted at the regular board meeting on April 13, 2017.

6. IN CAMERA MATTERS

07-04-02S M/S Directors Johnson/Hall that the meeting to move in-camera for the consideration of items under Sections 90(1)(a), 90(2)(c) and 90(2)(b) of the *Community Charter*. CARRIED

Matters brought out of camera

The board of directors will re-advertise for candidates for the Chief Administrative Officer position and will explore options related to an interim Chief Administrative Officer position.

7. Adjournment

There being no further business, the meeting adjourned at 9:40am.

Board Chair

Corporate Officer



CENTRAL COAST REGIONAL DISTRICT

DATE: April 06, 2017
TO: Chair Alison Sayers and Board of Directors
FROM: Donna Mikkelson, Acting CAO
SUBJECT: Administration Report – April 2017

RECOMMENDATION: That the CAO Recruitment Committee be compensated for meetings or time spent for the purposes of recruiting a new Chief Administrative Officer in the amount of \$_____ representing ___ days effective [date].

STRATEGIC PLANNING

The 2017 Strategic Priorities and Goals:

Factor/Progress Update	Measure/Goal
<p>40% Airport Management Plan</p> <p>1. Confirmation of our successful grant application received from BCAAP. 1(a) Application for an amendment to the CCRD licence of occupation submitted to the province. Application for licence to cut submitted. Archaeology study completed.</p> <p>2. Operations Manager met with Nuxalk Nation reps Megan Moody (water) and Andrea Kolbe (lands) regarding the above license applications. This is the 2nd meeting held in 2017</p> <p>3. Not yet commenced, although discussions with airport operators were held and the Master Plan circulated for their information and feedback. 2 conversations held with Transport Canada regarding certification and action plans.</p> <p>4.</p>	<p>1. Start Tree Clearing Project by 28 February 2017 – GRANT APPROVAL DEPENDENT</p> <p>a) Permitting, engineering, surveying – complete by 31 March 2017</p> <p>b) Tendering Process – complete by 30 April 2017</p> <p>c) Falling and Clearing Obstacles – complete by 30 September 2017</p> <p>d) Level, rotovate and seed – complete after fire risk season or 1 December 2017</p> <p>2. Engage in discussions with Nuxalk Nation regarding long term sustainability of Airport (hold 3-4 meetings during 2017)</p> <p>3. Develop options report for monitoring activities and airport (i.e. landing fees) – complete by 30 June 2017</p> <p>4. Advocate with province for the airport access road to be paved as a priority (DEPENDENT ON A PAVING CREW COMING TO VALLEY IN 2017)</p>

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<p>35% Centennial Swimming Pool upgrade</p> <p>5. Strategic Priority Fund program guidelines announced this month. Deadline for applications is June 1st. See also Operations Manager Report.</p>	<p>Complete the following steps by December 31, 2017:</p> <ol style="list-style-type: none"> 1. Study alternative liner options. Replace if suitable cost effective alternative is identified: BOARD BUDGET APPROVAL DEPENDENT ITEM 2. Complete pool tank conceptual design options and assist commission with public consultation if significant variation from existing tank: BOARD BUDGET APPROVAL DEPENDENT ITEM 3. Complete full scale design and engineering detail cost estimates for the mechanical system and mechanical building and obtain Vancouver Coastal Health Approval; 4. Conduct Public Consultation re: pool tank and mechanical options – assessing appetite for borrowing and willingness to pay (assigned to Pool Commission); 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 6. Begin collaborative engagement efforts to gauge interest in a new swimming pool facility (the start of the longer term possibility project).
<p>25% Official Community Plan</p> <p>Notice received from Rural Divided that our funding was denied. Budget and project details re-worked to allow the project to advance.</p> <ol style="list-style-type: none"> 1. Terms of Reference drafted and included in April agenda package for input. Existing Fee for Service contract to be amended to provide for regional district's planning consultant (Kelly Gesner) to undertake the work. 	<p>Complete:</p> <ol style="list-style-type: none"> 1. Terms of Reference by Spring 2017; 2. Background research by Summer 2017; 3. Community Workshops by Fall 2017; 4. Mid-term report on OCP by December 31, 2017

ADMINISTRATIVE MATTERS

Staffing/Personnel

A letter of resignation was received from Tanis Shedden, Community Economic Development Officer. We are pleased to welcome Bridget Horel from Courtenay, who will replace Tanis. The two of them will work together for the first two weeks of April to complete the transition. Tanis ends her employment on or around April 13th. We take this opportunity to thank her for her excellent service and to wish her well in her future endeavors.

Board Meeting

All action items from the March 9, 2017 board meeting have been completed.

Advocacy

The Ministry of Transportation held their meeting with representatives from BC Ferries, the regional district and the Cariboo Chilcotin Coast Tourism Association. See Community Economic Development Officer report for information.

Audit

Jay Cheek from PMT Chartered Professional Accountants LLP will attend the April board meeting by telephone to present the audit report for 2016.

Grants

An application for funding to support a grant writer was submitted to Northern Development Initiative Trust in early March to support the Economic Development function. We have been advised that this funding has been approved (\$8,000).

Northern Development Initiative Trust has published their report for the first quarter of 2017. It can be found at www.northerndevelopment.bc.ca

The new program guidelines (March 2017) have been announced for the Federal Gas Tax Strategic Priorities Fund (Capital Infrastructure Projects Stream and Capacity Building Stream). The deadline for applications is June 1st. (See strategic priorities, page 1 of this report re: swimming pool.)

The province announced the grant for \$280,525 from the British Columbia Air Access Program for infrastructure improvements at the Bella Coola Airport. (The formal announcement was sent to Directors via email.)

Insurance

The Municipal Insurance Association has provided a Claim Status Report advising of no open or recently closed liability claims.

GOVERNANCE MATTERS

Governance & Service Delivery Study

See separate report.

UBCM Working Group on Responsible Conduct

The Working Group on Responsible Conduct is a joint initiative of the Union of BC Municipalities (UBCM), the Ministry of Community, Sport and Cultural Development and the Local Government Management Association (LGMA). A Consultation Paper has been prepared by the Working Group and UBCM will be delivering presentations on the Consultation Paper at the 2017 Area Association meetings (AVICC). The group has also developed a survey which seeks input from local government elected officials on matters related to responsible conduct. Responses may be submitted until May 19, 2017. Links to the Consultation Paper and the survey have been provided to Directors for their participation. Recommendations resulting from this process will be brought to the UBCM convention in September.

Remuneration for CAO Recruitment Committee

The CAO Recruitment Committee has completed a full cycle of recruitment at significant personal expense in terms of time commitment. The board has requested that this matter be included on the agenda for consideration of compensation. Remuneration is covered by CCRD Bylaw No. 442, 2014 (CCRD Board Remuneration and Expenses Bylaw) which provides for local work assignments beyond regular board meeting and Commission, Committee or Society meetings, and for which a prior consensus of the Board has been reached. This provides for remuneration of \$75 for a half day or \$150 for a full day. The board may wish to consider past work completed or new work to come, or both.

Respectfully Submitted,



Donna Mikkelsen, Acting CAO



CENTRAL COAST REGIONAL DISTRICT

DATE: April 06, 2017

TO: Chair Alison Sayers and Board of Directors

FROM: Donna Mikkelson, Acting Chief Administrative Officer

SUBJECT: March 2017 Delegation – Colin McMillan

RECOMMENDATION: That the Central Coast Regional District continue to follow strategic plan initiatives and to work with the Ministry of Transportation and Infrastructure to advocate for maintenance improvements to the regions roads and highways; and that the matter of restructuring of regional district boundaries be considered in conjunction with any recommendations resulting from the Governance and Service Delivery Study, once accepted as complete.

DISCUSSION

The following is an excerpt from the March board meeting minutes:

a. Colin McMillan

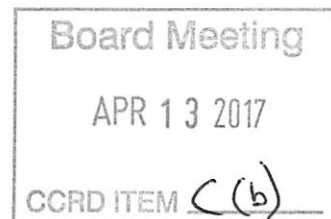
1:05 p.m. Colin McMillan joined the meeting and spoke to his recent correspondence with the Ministry of Transportation and Infrastructure and his concerns about safety with the regards to the state of Highway 20. The Ministry has done a considerable amount of work on the highway in recent years and does not contemplate further works on their priority roster.

Mr. McMillan would like the Board of Directors to support his proposal that would see a 6-7km, 4% grade tunneling project move forward, thereby eliminating The Hill.

The Chair thanked Mr. McMillan for his comments and said the Board of Directors will consider his request.

Mr. McMillan left the meeting.

The board determined that they would consider his request later in the meeting, but the meeting adjourned without the additional consideration. A copy of Mr. McMillan's delegation request form is attached for further reference.



Although Mr. McMillan is also advocating for a new Regional District (“BCRD”), he didn’t speak to that issue at the March board meeting.

STRATEGIC PLAN

- Goal 2 Investment and Support for Public Infrastructure and Services
- Objective 2.3 Lobby senior governments and their crown agencies for continuous maintenance, improvements and scheduling of regional transportation infrastructure
- Strategy 2.3.2 Strongly advocate our region’s position on roadways and highways with applicable authorities and agencies
- Goal 3 An Enhanced and Strengthened Region
- Objective 3.4 Foster effective governance
- Strategy 3.4.1 Continue to evaluate and analyze restructuring of boundary adjustments of electoral areas

RISK MANAGEMENT

Administration has evaluated the reputational risks of supporting a proposal which has not been presented, and has assessed these as moderate.

CONCLUSION

The information provided to the regional district from the delegation is incomplete and insufficient to warrant a letter to the Minister of Transportation. A proposal for a “tunneling” project has not been received from the proponent. Further, the matter of restructuring of boundaries is continuing in conjunction with the Governance and Service Delivery (Phase I) and may result in additional phases in the future.

Respectfully Submitted,



Donna Mikkelson, Acting CAO

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

1 PM

Date of Application: February 16, 2017 Board Meeting Date March 09, 2017

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

Address: P.O. Box 553, Hagensborg, B.C. V0T 1H0

Number of people attending: 1 Spokesperson Name: Colin McMillan

Subject of presentation: _____

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

To formalize matters that have been ^①discussed in detail with Alison Sayers, and in ^②which she agrees and ^③which will result in a new Regional District (BCRD) and for which the operating costs will be much reduced over those for the present CCRDs

Daytime telephone number: (250) 982-2925

Email address: ve7cns1949@xplornet.com

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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) Note: All costs of this Project are eligible for funding under the Federal Government's Infrastructure upgrading Programme

* 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 letter of must only be directed or received to Board members. No questions are to be directed or 14 February, 2017 received from the public. to Alison Sayers & others. (copy) attached

[Handwritten signature]

COPY

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19

Colin McMillan <ve7cnn1949@xplornet.com>

14 February, 2017 9:49 AM

To: Alison Sayers <asayers@ccrd-bc.ca>, Donna Barnett MLA <donna.barnett.mla@leg.bc.ca>, Donna Mikkelson <cfo@ccrd-bc.ca>

Cc: "Todd G. Stone" <Minister.Transportation@gov.bc.ca>, Mark Rigolo <mrigolo@apeg.bc.ca>

B.C. Highway 20 Upgrading - 1 . CCRD Support for my Tunnelling Project to eliminate "The Hill" , and 2. Revision to present Eastern part of CCRD boundary.

Dear Alison,

Please write to Todd Stone MLA to inform him that the CCRD supports the above two subject items.

As you are already aware, Item 1 is needed to satisfy the code of ethics of the Association of Professional Engineers and Geoscientists of British Columbia and Item 2 is to record the facts of revision of the new boundaries to a description of the watershed of the Bella Coola River. Please see Donna Mikkelson for the related operating cost data.

The operating costs of this new Regional District will be much reduced.

Please call me if you ave any questions. (250) - 982 - 2925

Best regards,

Colin

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

1 PM

Date of Application: February 16, 2017 Board Meeting Date March 09, 2017

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

Address: P.O. Box 553, Hagensborg, B.C. V0T 1H0

Number of people attending: 1 Spokesperson Name: Colin McMillan

Subject of presentation: _____

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

To formalize matters that have been ^①discussed in detail with Alison Sayers, and in ^②which she agrees and ^③which will result in a new Regional District (BCRD) and for which the operating costs will be much reduced over those for the present CCRDs.
Contact person (if different than above): _____

Daytime telephone number: (250) 982-2925

Email address: ve7cnn1949@xplornet.com

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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) Note: All costs of this Project are eligible for funding under the Federal Government's Infrastructure Upgrading Programme.

* Delegations will have a maximum of 15 minutes to make their presentation to the Board. See my letter of
* 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. 14 February, 2017
to Alison Sayers & others. (copy attached)

[Handwritten signature]

16
20

Colin McMillan <ve7cnn1949@xplornet.com>
To: "Transportation, Minister TRAN:EX" <Minister.Transportation@gov.bc.ca>
Cc: Mark Rigolo <mrigolo@apeg.bc.ca>
Re: 252660 – Highway 20 and my letter to You

10 February, 2017 4:26 PM

Dear Todd,

Mark Rigolo (APEGBC) has asked me to answer your letter of October 23, 2016 in which you give some useful history of the subject BC Highway and in which you state that you have no immediate plans to upgrade BC Highway 20.

You will also be aware that BC Highway 20 in its entirety is sub-standard and "The Hill" part is recognized as one of the most dangerous in North America contrary to the assertion you make in the your letter of October 23, 2016 (see Accident Reports by ICBC).

The APEGBC Code of Ethics requires its Members to fix unsafe structures off which they are, or become, aware.

Therefore, I request you to confirm your Support for my Proposal as soon as possible.

Thank you.

Sincerely,



Colin McMillan.

On 2016-03-10, at 1:49 PM, "Transportation, Minister TRAN:EX" <Minister.Transportation@gov.bc.ca> wrote:

ve7cnn1949@xplornet.com

252660 – Highway 20

Dear Colin:

Premier Christy Clark has shared with me your e-mail and attached correspondence regarding Highway 20. Please accept my apologies for the lateness of this reply.

The ministry recognizes the importance of Highway 20 to local residents, as well as the provincial economy, and I appreciated the opportunity to review your thoughts about this route. You may be interested to know that, between 2001 and 2004, the ministry undertook significant rock stabilization and widening work on a lower portion of the Bella Coola hill, during which over \$2.5 million was invested in rock bolting, blasting and highway widening.

Resurfacing provincial highways is a ministry priority, as outlined in our 10-year transportation plan, B.C. on the Move, and over the last two years alone, the ministry invested over \$11 million in resurfacing various segments of Highway 20 between the communities of Anahim Lake and Williams Lake, and most recently in the vicinity of the Hanceville Rest Area East. Altogether since 2001, the ministry has invested over \$51 million in improvements to Highway 20 between the communities of Williams Lake and Bella Coola, and we will continue to monitor and invest in this route, as conditions warrant and funding permits.

That said, it is important to note that Highway 20 has an excellent safety record overall and is functioning well. In consideration of this and many other pressing improvement priorities in the region, the ministry has no immediate plans to upgrade the alignment.

Should you have any questions or wish to discuss Highway 20 in greater detail, please do not hesitate to contact the ministry's Acting Program Manager for the Cariboo District, Sandra Griffiths. She can be reached at: 250 398-4510 or at Sandra.Griffiths@gov.bc.ca and would be pleased to speak with you.

Thank you for taking the time to write.

Sincerely,

Todd G. Stone
Minister

Copy to: Premier Christy Clark

Donna Barnett, MLA
Cariboo-Chilcotin

Sandra Griffiths, Acting Program Manager
Cariboo District

<Mail Attachment.eml><Mail Attachment.eml>

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CCRD CAO

From: Smith, Brad CSCD:EX <Brad.Smith@gov.bc.ca>
Sent: March-31-17 12:38 PM
To: 'CCRD CAO'; 'cfo@ccrd-bc.ca'
Cc: Guetta, Arielle CSCD:EX; Edmondson, Marijke CSCD:EX
Subject: Ministry comments and next steps



Hi Donna,

The following are my comments on the draft CCRD Service Delivery and Governance Study. Although, as we have discussed, the structure of the report and appendices is a bit convoluted, in general terms, I think the report has vastly improved from earlier iterations and more or less meets the expectations of the original terms of reference. The report also details many areas of potential improvement within the community feedback and other sections. While many of these issues are not new to you, having them documented in this report should be helpful.

Here are a few specific comments for your consideration:

- P 6-7 - It would be nice if this section could reflect the latest 2016 census population figures – although recognizing these weren't available for the consultant at the time of drafting the report it may be a stretch to ask Sherry to do too much work here – it may be prudent for RD staff to either update this section or do some of the legwork to make it easier for Sherry
- P 9-10 – it would be helpful to know what the average assessed value of homes in the CCRD is to better understand the 150k example provided
- P 10 f 8 – it is not clear to me how the area specific services are included ie. does it mean in those portions of Area E the tax bill is \$438 + \$772? – if so, it would be helpful if this was more obvious
- P 25 – again it would be nice if the population figures were 2016 data

Based on our conversation a couple weeks ago, these are the next steps as I understand them:

- CCRD staff to develop a workplan for summarizing the report and presenting options/recommendations for next steps
- CCRD staff to present workplan to CCRD Board for consideration and approval at April Board meeting, also will seek any final comments/suggested edits on draft report
- CCRD staff to provide final staff/Board/Ministry comments on draft report to Sherry (as appropriate) following April Board meeting
- Sherry to update draft report with new input, finalize and submit to CCRD (by end of April??) – CCRD to submit final report to Ministry – grant requirements will be complete
- CCRD staff (with support from the Ministry) write summary staff report on study results for presentation at May or June Board meeting, including key findings and options/recommendations for next steps – ideally this process would include the perspective of your new CAO once appointed and your timelines should consider that
- CCRD Board to assess options/recommendations and determine, with aid of Province, next steps if any –this could include making further requests for Ministry grant funding (for example if there was real interest in pursuing a next phase of EA realignment that includes looking at different options and gauging community/First Nation perspectives on those options)
- Any proposed next phases likely to kick-off sometime in Fall 2017

I am here until end of day April 3rd and then away until April 18th. In my absence please touch base with Arielle or Marijke. Also, if you think it would be helpful, please feel free to share this with Alison and other Board members.

Thanks, Brad

Bradley Smith PAG
Senior Planning Analyst

Governance and Structure Branch | Local Government Division | Ministry of Community, Sport and Cultural Development
(NEW) Tel: (778) 698-3228 | Email: brad.smith@gov.bc.ca | Mailing Address: PO Box 9839 Stn Prov Gov, Victoria BC, V8W 9T1



CENTRAL COAST REGIONAL DISTRICT

DATE: April 06, 2017
TO: Chair Alison Sayers and Board of Directors
FROM: Donna Mikkelson, Acting Chief Administrative Officer
SUBJECT: **CCRD Governance & Service Delivery Study**

RECOMMENDATION:

Given the timing of the recruitment of a new Chief Administrative Officer, it is recommended that the board continue to pursue the known issues contained in the Governance and Service Delivery Study (February 1, 2017) in conjunction with the 2015-2019 Strategic Plan; and further

that administration work with Leftside Partners Inc. to amend the draft report where required; and

that the Service Delivery and Governance Study as amended be brought to the May meeting of the board of directors for acceptance of the report as a final document in order to satisfy the requirements of the province for the May 31st deadline extension; and

that in terms of moving forward, specific recommendations be brought back to the board when the new Chief Administrative Officer has been hired and is in place.

BACKGROUND

1994 A Restructure Study was undertaken by the CCRD. Over time, the management and operational issues were addressed pursuant to the recommendations provided in the report. Some information and background, although dated, is still relevant today. The recommended boundary re-alignments were not completed.

2006 The regional district met with the Ministry of Community Services to advance issues related to a systemic barrier to funding. It was considered to be a matter of regional district restructuring.

Board Meeting
APR 13 2017
CCRD ITEM C(a)

- 2012 Citing an interest in re-visiting the matter of restructure, the regional board resolved to investigate the steps and budget required to undertake another restructure study, subject to support from the Nuxalk Nation Council. The Ministry responded that they would only consider funding a restructure study once there was stability in the CCRD Administration. (The regional district was without a full time CAO from June 2012 to May 2013.)
- 2013 The board of directors considered requests from the public to realign boundaries of electoral areas. The Ministry informed the regional district that on the question of boundary restructure, they would need to give additional thought regarding implications of any changes and suggested that boundary changes would not address the underlying issues at the regional district. Public meetings were held and the regional district received a petition from the electorate to undertake a restructure study to increase operational efficiencies. 29 individuals were signatory to the petition.
- 2014 The board received a delegation at the February board meeting. The subject of the presentation was to initiate and facilitate a study by the Board on the subject of restructuring. A petition was received with 125 signatures. The Central Coast Electoral Area Restructure Study (CCEARS) Working Group was formed by community members to advance this initiative.

The board of directors formed a “Liaison Committee” to discuss the issues for potential inclusion in the 2015-2019 Strategic Plan. The board of directors approved of 3 of the 4 recommendations of the Committee: develop protocol agreements with First Nations; commence the Strategic Planning Process (2015-2019) and address board representation issues. It is important to note that CCEARS representatives identified several concerns from community members which included **representation, community feelings/perceptions, the declining economic opportunities, assessment/property values declining, economic survival, poor communication and poor community engagement**. It was agreed that not all the issues raised had relevance to the matter of restructuring, but the high level of concern was noted. It was agreed that except for board representation, all other issues would not be served through a restructure process.

- 2015 The CCRD Board resolved to request funding for a Restructure Planning Grant in September. Discussion with the Ministry lead to a shift in the funding request from “Restructure” to “Governance and Service Delivery” in recognition of the issues being raised by the public. The Ministry felt that to move directly to restructure, without first examining the critical issues, would not be productive. The Governance and Service Delivery is meant to be a diagnostic tool and is referred to as Phase I.

2016 In February, the funding agreement signed with Ministry (\$60,000). Board of directors approved Terms of Reference, reviewed the Request for Proposals (RFP) and approved the draft cost sharing agreement with the province. A consultant was selected through the RFP process.

The consultants undertook a public consultation process in regional district communities. A survey was made available to the public, community discussions were held in Denny Island and in Hagensborg, and one-on-one interviews were conducted.

2017 The Service Delivery and Governance Study was presented to the board at the February board meeting. It is to be brought back to the April board meeting for further consideration.

STRATEGIC PLAN

GOAL 3 An Enhanced and Strengthened Region

Objectives and Strategies:

3.2 Continually strengthen intergovernmental relationships

3.2.1 Continually liaise with all First Nations within our district

3.4 Foster effective governance

3.4.1 Continue to evaluate and analyze restructuring of boundary adjustments of electoral areas

3.4.2 Continue to enhance organizational governance capabilities

The Governance/Service Delivery Study and Analysis was the first of three phases in advancing “restructure” over a 3-year period. This initiative was a strategic priority of the board (weighted at 30%) for 2016.

REPORT SUMMARY

The purpose of the study was to describe and understand the existing services, relationships and governance in the regional district, as well as residents’ opinions and perceptions about those services and governance. The results are to help the regional district determine whether there is the need for future service governance or structure analysis.

Study Themes of the Governance and Service Delivery Study:

1. Service delivery, organization and cost recovery;
2. Electoral Area governance and structure
3. Local governance and service relationships; and
4. Access to infrastructure and other grant funding

The following is excerpted from the report:

For those residents who have actively campaigned to identify a restructure study as part of the CCRD’s strategic plan, and established a working group that made recommendations on structures and boundaries, stepping back to document the services and governance structures without yet identifying or evaluating specific options may not seem like progress. Indeed, this phase may only confirm what some in the region already know. However, this stage is about clarifying what issues exist today – learning what services are in place and listening to residents’ opinions before determining whether alternate approaches to service delivery, governance and cost recovery make sense for a community, electoral area or region.

The report goes on to provide community profiles (population, assessment, economy), a service delivery framework, the engagement process and results, governance and structure, relationships, and infrastructure and grant funding. Maps, service fact sheets and regional district services are included, as is input from the community.

COMMUNITY CONSULTATION AND INPUT

The report includes residents’ responses to a survey on governance and services. 43 residents in total, filled out some sections of the survey. Respondents include Denny Island (10), Ocean Falls (4) and the Bella Coola Valley (29). There was zero response from the Nuxalk Nation reserve, Bella Bella or Wuikinuxv. This means that less than 1.5% of the population took the time to transmit their opinions. Approximately 30 people attended the two community conversation open houses. It is not known if the same people attended in person as completed the survey. Regardless, the number of active participants is a significant reduction from the number of residents who signed the petition in 2014 and this is a disappointment.

Prior to the survey being issued, the consultants generated a series of service and regional fact sheets which were intended to share information with residents on how services and local government work, so they could make informed suggestions regarding what, if anything, is in need of change. The survey clearly indicates that a maximum of 14 people actually read all the fact sheets, and 20 had read some. Fourteen people had not read any of the Fact Sheets.

Service Delivery

Of the services provided by the regional district, the three lowest rates of satisfaction with survey respondents were:

- emergency planning,
- economic development, and
- land use planning

From the survey results, we know that:

- in the Bella Coola valley, 81% of respondents indicate that the services provided by the CCRD are important or very important, and 45% are satisfied or very satisfied with those services
- on *Denny Island, 61% indicate that the services are important or very important, and 6% are satisfied with those services
- in *Ocean Falls, 89% of respondents (there were 4) indicate that the services were important or very important, and 17% were satisfied with those services.

*These results are not necessarily indicative of only CCRD services. For instance, Ocean Falls and Denny Island residents were asked to indicate the importance and their satisfaction with services that are not provided by the regional district in their communities

Of the services not provided by the regional district, the most significant issue is that of transportation (ferries, roads). Lack of quality cellular and internet services were also noted.

Electoral Area Governance & Structure

Residents commented:

- on the need to change electoral area boundaries (including joining with other regional districts)
- on the need for First Nations direct representation on the board
- lack of representation for communities in Electoral Area A

On the statement “my electoral area is adequately represented under the CCRD current governance structure”:

- Approximately 50% of the respondents in the Bella Coola valley indicated that they disagreed or strongly disagreed,
- 66% of the respondents on Denny Island strongly disagreed, and
- 100% of the respondents in Ocean Falls disagreed or strongly disagreed.

Governance and Service Relationships

- Need for improved communication and engagement
- Lack of communication and presence of the CCRD; alienation (“valley-centric”)
- Need for higher level of cooperation and cost sharing with the Nuxalk Nation
- Protocol agreements and closer relations with First Nations
- Increased collaboration with improvement districts

The report goes on to provide a synopsis of key issues and concerns identified through feedback from each specific community in the region. The report also notes that the regional district is already aware of many of the issues and they are captured in the CCRD’s strategic plan.

ANALYSIS OF GSD IN RELATION TO STRATEGIC PLAN

The following is excerpted from the report:

It is hoped that the information will provide residents and the region with the foundation and tools to assess the strengths and limitations of the existing governance, delivery, coordination and funding of those services. The act of documenting and contemplating the services and governance framework may spark new ideas for cooperation, efficiencies and governance solutions that make sense for the community.

It is clear that new ideas for cooperation, efficiencies and governance solutions were not forthcoming from this process. As indicated in the report itself, many of the issues, concerns and perceptions identified by residents have already been included in the regional district's strategic plan. Apart from individual services, the following is noted in both the strategic plan and the Governance and Service Delivery Study:

- Transportation - Lobby senior governments and their crown agencies for continuous maintenance, improvements and scheduling of regional transportation infrastructure; ensure all coastal ferries remain operative and meet our region's requirements; and strongly advocate our region's position on roadways and highways with applicable authorities and agencies;
- Communication – continually develop our external communication and understanding of our organization;
- Relationships – continually strengthen intergovernmental relationships; continually liaise with all First Nations within the district; collaborate with community-based organizations for mutual benefit; and,
- Governance – foster effective governance, and continue to evaluate and analyze restructuring of boundary adjustments of electoral areas.

MOVING FORWARD

The results of this study are meant to be used to identify options and recommendations, within the existing regional district framework for addressing the most pressing governance interests of the CCRD and its communities. These issues are noted above.

Options and Opportunities

Recognizing that cooperation and collaboration is best done on an ongoing basis, relationship building can also happen on a project by project basis.

1. The upcoming update of the Official Community Plan (OCP) in 2017 and 2018 is an opportunity to bring together First Nations, improvement district and residents. Planning for the communities of Ocean Falls and Denny Island should be encouraged.
2. The Economic Development Advisory Committee currently consists of representatives from community groups and the Heiltsuk, Wuikinuxv and Nuxalk Nations. This situation provides an opportunity for increased collaboration.
3. The Bella Coola Airport is currently without an advisory committee. An opportunity exists for collaboration if a committee or commission, or joint commission is established by the board to assist with airport operations. Due to the known interests of the Nuxalk Nation in enhancing airport transportation, this is a natural progression.
4. In order to advance the upgrade of the centennial swimming pool, a strategic priority for the regional district in 2017, an opportunity exists for relationship building, sharing knowledge and reducing costs by inviting participation from the Nuxalk Nation and School District 49 in the planning and development stages.
5. Relationships can be built and opportunities created for partnering and improving efficiencies related to the valley fire departments (improvement districts), particularly as they relate to training opportunities and coordinated efforts regarding a common call centre.
6. As noted in the report, a restructure analysis could evaluate options to recognize the importance of the First Nations in the region and the sovereignty of their governments as well as respecting the need for representation from those who need their local government to provide services. This would require a restructure of the regional district.
7. To encourage efficiencies and cooperation on services, the feasibility of a local community commission could be considered to determine whether it would make sense as a means to combine service committees or commissions to provide more community input and local control. This should be considered in the context of any proposed restructure options, and may address the dissatisfaction and lack of services to Ocean Falls and Denny Island, although there may be opportunities in the Bella Coola Valley as well.
8. Formal mechanisms could be created to encourage cooperation and take advantage of any opportunities to build relationships through formal or informal collaboration with First Nations on all levels. This could be in the form of protocol agreements.

9. Community to Community Forums could take place on a regular basis. Funding is available from the Union of BC Municipalities to bring together First Nations and communities to discuss matters of the region. Key to this happening is expressed interest from the Heiltsuk, Wuikinuxv and Nuxalk Nations.

The list is not exhaustive. The board of directors will also have options for further consideration. A detailed scoping of options which may culminate in specific recommendations will be potential future work. A study Committee may be considered as part of potential future work.

WHAT NEXT?

The Governance and Service Delivery Study provides solid and useful information as it relates to how regional district services are delivered, decisions made, and costs recovered. The series of *Fact Sheets* provide details for each service provided by the regional district. The community profile ensures that population and assessments are current and useful. Although not new, the sections on relationships and infrastructure and grant funding are reminders of the current reality at the CCRD.

The board will consider, discuss, and amend the options identified in this report. An email dated March 31, 2017 from the Brad Smith of the Ministry of Community, Sport and Cultural Development, is included as a separate agenda item.

Given the timing of the recruitment of a new Chief Administrative Officer, it is recommended that the board continue to pursue the known issues contained in the Governance and Service Delivery Study in conjunction with the new CAO, once hired and in place. Certainly the goal will be to improve our operations and presence within our communities in order to advance better relationships and services to the electorate.

PROPOSED AMENDMENTS to draft study document

A listing of proposed amendments, including those provided by the Ministry:

1. Pages 6-7 Update the section to reflect the latest 2016 census population figures
2. Pages 9-10 Include the average assessed value of homes in the CCRD to better understand the \$150,000 example included;
3. Page 10, figure 8 – clarify that the electoral area E numbers are to be added to the area specific numbers
4. Page 25 – update population figures using 2016 information
5. Appendix D – Community Conversation Boards on the 6th page, change the amount for Bella Coola Townsite Water Service from \$615 to \$475 to accurately reflect the parcel tax paid
6. Appendix F (Survey Results) also includes separate appendices for results for questions that are labelled Appendix A through H. It creates confusion because it duplicates the names of the appendices that are used otherwise in the report. Suggest naming the sub-appendices in Appendix F as F-1, F-2 etc.
7. Include the actual text of the questions being asked on the cover page of each of the new appendices for questions 3-8 and 11 and 12
8. Question 3 (page 2 of the survey results) to include totals and percentages of overall responses. Likewise on pages 8, 10, 12
9. Section 2.2 page 6: Fire protection on Denny Island to be clarified to state “Shearwater / Denny Island has a fire truck and fire fighting equipment with volunteers to provide emergency response in case of fire”.

Respectfully Submitted,



Donna Mikkelson, Acting CAO



CENTRAL COAST REGIONAL DISTRICT

DATE: April 6, 2017
TO: Donna Mikkelson, Acting CAO
FROM: Wendy Kingsley, Administrative Assistant
SUBJECT: **Outstanding Water Tolls**

In accordance with Bylaw 282 and amending Bylaw 354 the Regional Board may, by resolution, order the water shut off to any premises on which there are tolls or other charges owing for 120 days or longer.

RECOMMENDATION: That the board authorizes that Notice of Water Shut off be sent out immediately to those premises that have 2017 water toll charges outstanding as at May 1, 2017, pursuant to Section 5 of Bylaw 282 and amending Bylaw 354.

Respectfully Submitted

Wendy Kingsley
Administrative Assistant

Board Meeting
APR 13 2017
CCRD ITEM C(e)



CENTRAL COAST REGIONAL DISTRICT

DATE: April 6, 2017
TO: Board Chair Alison Sayers and Board Members
FROM: Donna Mikkelson, Acting Chief Administrative Officer
SUBJECT: **Board Remuneration for Special In-Camera Meetings, April 5, 2017**

RECOMMENDATION

That Central Coast Regional District Board of Directors be remunerated for the one half day special In-Camera meeting held April 5, 2017, in the amount of \$75.00 to each director in attendance, in accordance with the CCRD Remuneration & Expenses Bylaw 442, 1(c).

DISCUSSION

Central Coast Regional District Board of Directors are remunerated for attendance at meetings. The CCRD Remuneration & Expenses Bylaw 442 speaks to the amount of remuneration for attendance at meetings. Section 1(c) outlines the amount of remuneration for meetings that are less than a day; the Special Meeting will fall under that criteria.

CONSULTATION - N/A

LEGISLATION /POLICY

CCRD Remuneration & Expenses Bylaw 442, 1(c)

BUDGET/FINANCIAL IMPLICATIONS

Within current approved budget:	YES
Requires further budget consideration	NO

RISK MANAGEMENT

Administration has evaluated potential risks with the proposal and assessed these as negligible with no requirements for controls.

CONCLUSION

It is recommended that the Board of Directors be remunerated for attendance at the one half day special In-Camera meeting held April 5, 2017 in the amount of \$75.00 to each director in attendance, in accordance with Bylaw 442, 1(c), CCRD Remuneration & Expenses Bylaw.

Respectfully submitted
Donna Mikkelson
Acting Chief Administrative Officer

Board Meeting
APR 13 2017
CCRD ITEM <u>C(5)</u>