



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

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

REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Matthew Wheelock, CEDO

Meeting Date: September 12th, 2019

Subject: Seek Grant Funding for a Feasibility Study to explore the workability of a CCRD owned Corporation to process apples into non-alcoholic cider

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve administration to seek Grant Funding for a Feasibility Study to explore the workability of a CCRD owned Corporation to process apples into Cider in the Valley.

Issue/Background Summary:

Removal of bear attractants has been identified as one of the most critical ways of reducing human/bear encounters and conflicts. There is also an excess of ungleaned fruit in the valley that go to waste due to a lack of demand and not being adequately picked. An apple juice and products business, established through a CCRD owned Corporation could effectively capture and reduce the issue of bears in the valley and transform it into an opportunity and benefit to the community both in the valley and for outer coast residents too.

Policy, Bylaw or Legislation:

None

Financial/Budgetary Implications:

Time Requirements – Staff and Elected Officials:

Administration time to seek grant funding for a feasibility study.

Relevance to Strategic Plan

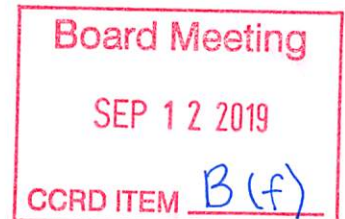
Building our capacity: Bear encounters

Options to Consider:

Approve administration time to seek funding or do not approve.

Submitted by: _____

Matthew Wheelock, Community Economic Development Officer



Reviewed by:


Courtney Kirk, Chief Administrative Officer

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

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

REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Matthew Wheelock, CEDO

Meeting Date: September 12th, 2019

Subject: Contact Canada Post to seek re-designation of the Bella Coola Valley as a non-remote area

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approve administration contacting Canada post to seek re-designation of the Bella Coola Valley as a non-remote area.

Issue/Background Summary:

Residents of the Bella Coola Valley are paying excessive delivery charges based on Canada Post's current designation which does not accurately reflect us being on a Highway. If successful, there may be an impact on local businesses whose products/services benefit from our remote area designation. There may also be an increased workload for post office staff.

Policy, Bylaw or Legislation:

None


Financial/Budgetary Implications:


Time Requirements – Staff and Elected Officials:

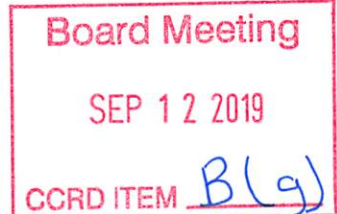
Administration time to email Canada Post's chief executive to request re-designation.

Options to Consider:

Approve administration time for approaching Canada Post's chief executive or do not approve.

Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer





CENTRAL COAST
REGIONAL DISTRICT

106

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

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

REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Matthew Wheelock, CEDO

Meeting Date: September 12th, 2019

Subject: Submission of Grant Application to NDIT for a \$10,000 Housing Needs Assessment

Recommendation:

THAT the Board of Directors of the Central Coast Regional District approves the application for a \$10,000 Housing Needs Assessment through NDIT.

Policy, Bylaw or Legislation:

None

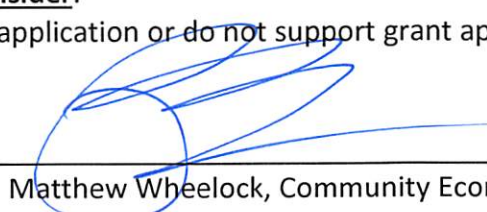
Financial/Budgetary Implications:


Time Requirements – Staff and Elected Officials:

Administration time to submit a grant application.

Options to Consider:

Support grant application or do not support grant application.

Submitted by: 
Matthew Wheelock, Community Economic Development Officer

Reviewed by: 
Courtney Kirk, Chief Administrative Officer





Central Coast Regional District

626 Cliff Street
P.O. Box 186
Bella Coola, B.C., V0K 1C0

Dear Board Members,

Thank you for the opportunity to appear before you as a delegation on July 11, 2019 and present a tourism update, including progress on the Destination Development Strategies.

In order to move ahead with the Regional Destination Development Strategy we need your support. We respectfully request that if you agree with these strategies (that have been developed by industry), you please forward a letter of support to our office.

If you have any further questions or any concerns, please let us know.

Kindest Regards,

Amy Thacker
CEO

Cariboo Chilcotin Coast Tourism Association
204-350 Barnard St. Williams Lake, B.C. V2G 4T9
Phone: (250) 392-2226 Toll Free: 1-800-663-5885 Fax: (250) 392-2838
www.landwithoutlimits.com



AUG 20 2019

Central Coast Regional District

Joy MacKay
1117 Highway 20, PO Box 585
Hagensborg, BC V0T 1H0
Tel: 250-799-5420 Email: jmackay@netbistro.ca

Board of Directors
Central Coast Regional District
PO Box 186
Bella Coola, BC V0T 1C0

August 20, 2019

Dear Board of Directors,

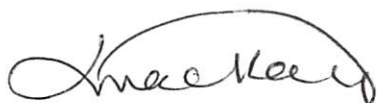
**Re: CCRD Bylaw 45 – Prohibition of Untidy & Unsightly Premises Bylaw
1105 Highway 20; Lot A Plan VIP64600 Section 32 Township 1 Land District 12
Manufactured Home Reg.# 3719; PID: 023-646-829 (the "Property")**

I am writing to request that, pursuant to Central Coast Regional District Bylaw No. 45, the Board of Directors direct staff to inspect the Property located at 1105 Highway 20, (more particularly described above), and take appropriate action to ensure the Property is made free of rubbish.

The condition of the Property continues to decline and has now reached the point where it is not only unsightly, and detracting from neighbouring property and business values, but also a danger to neighbouring landowners, guests, and passersby, due to the attraction of wildlife to the unkempt orchard, and to the food, chemical, and household waste strewn about the Property.

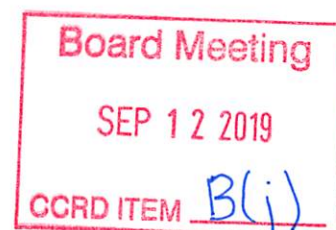
Thank you for your prompt attention to this request. Should you require further information, please feel free to contact the undersigned.

Respectfully submitted,



Joy MacKay
1117 Highway 20

cc: Owner, 1103 Highway 20



Being a by-law to prohibit Untidy and Unsightly Premises within Electoral Areas C, D and E of the Central Coast Regional District.

WHEREAS supplementary Letters Patent dated July 24, 1981 of the Central Coast Regional District authorize the Regional Board of the said Regional District to exercise the powers set out in Sections 932(b), (g) and (h) of the Municipal Act, RSBC 1979, and

WHEREAS clause (g) of Section 932 of the said Act states that the Regional Board may, by by-law, prohibit persons from causing or permitting water, rubbish or noxious, offensive or unwholesome matter to collect or accumulate around their premises, or from depositing or throwing bottles, broken glass or other rubbish in any open place; and

WHEREAS clause (h) of Section 932 of the said Act states that the Regional Board may, by by-law prohibit the owners or occupiers of real property from allowing property to become or to remain untidy or unsightly, and require the owners or occupiers of real property, or their agents, to remove from it any accumulation of filth, discarded materials, or rubbish of any kind; and may provide that in default of the removal, the Regional Board, by its employees and others may enter and effect the removal, at the expense of the person defaulting and that the charges for doing so, if unpaid on December 31 in any year, shall be added to and form part of the taxes payable on that real property, as taxes in arrears; and

WHEREAS clause (b) of Section 932 of the said Act states that the Regional Board may, by by-law prevent, abate and prohibit nuisances, and provide for the recovery of the cost of abatement of nuisances from the person causing the nuisance or other persons described in the by-law; and

WHEREAS the Regional Board does not wish to interfere with traditional farming operations ; and

WHEREAS it is deemed advisable and expedient that, for the protection of property owners generally in Electoral Areas C, D and E of the Central Coast Regional District, such powers be exercised and sufficient regulatory measures be enacted.

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

1. This by-law shall apply to Electoral Areas C, D and E of the Central Coast Regional District.

I. Interpretation

2. In this by-law, unless the context otherwise requires:

"Inspector" shall mean an inspector appointed by the Regional Board for the purposes of enforcing this by-law.

"Occupier" shall have the meaning given to it by the Municipal Act.

"Owner" shall have the meaning given to it by the Municipal Act.

"Electoral Areas C, D and E" shall be and mean Electoral Areas C, D and E, as described by Letters Patent and amendments thereto of the Central Coast Regional District.

"Regional Board" shall mean the Regional Board of the Central Coast Regional District for the time being.

"Real Property" shall have the meaning given to it by the Municipal Act.

"Person" shall mean and include any corporation, partnership or party and the heirs, executors, administrators or other legal representatives of such person to whom the context can apply according to law.

"Rubbish" shall mean all discarded and/or broken items, and without restricting the generality of the foregoing, shall include paper and wood products no longer in use.

"Unsightly" shall have its common dictionary meaning.

"Untidy" shall have its common dictionary meaning.

"Untidy or unsightly" shall be used in the context of the common dictionary meanings but without restricting the generality of the same, shall include the storage or accumulation of rubbish as defined.

II. Regulation

3. Untidy or Unsightly Premises:

- a) No person, being an owner or occupier of real property within Electoral Areas C, D and E of the Central Coast Regional District, shall allow such property to become or to remain untidy or unsightly.
- b) All owners and occupiers of real property within Electoral Areas C, D and E of the Regional District are hereby required, when such property is in an untidy or unsightly condition to remove therefrom all rubbish.

III. Enforcement

- 4. The Inspector is hereby authorized to enter, at all reasonable times, upon any real property within Electoral Areas C, D and E for the purpose of inspecting the said property, in order to ascertain whether or not the said property is in an untidy or unsightly condition.
- 5. Complaints regarding real property in an untidy or unsightly condition shall be made in writing to the Inspector who shall without undue delay, inspect the real property, the subject of the complaint.
- 6. Should the owner or occupier of real property fail to remove from their real property all rubbish of any kind after being given thirty(30) days notice to remove the same, the Regional District by its employees and others may enter upon such real property and effect removal of such rubbish at the expense of the owner or occupier so defaulting and the charges for doing so, if unpaid on December 31 of that year in which the rubbish is removed, shall be added to and form part of the taxes payable in respect of the real property as taxes in arrear.
- 7. Any notice required to be given under section 6 shall be validly given if delivered personally to such owner or occupier or mailed by prepaid, registered mail and addressed to such owner or occupier in care of the ordinary postal address for such real property or to the address for such owner or occupier as set out in the last revised assessment roll.
- 8. Notwithstanding section 6 of this by-law, where the Regional Board has given notice under section 7 of this by-law, the

owner or occupier receiving such notice shall have the right, within ten (10) days to appeal in writing to the Regional Board of the Central Coast Regional District and such owner or occupier shall be entitled to appear before the Board and to present evidence and call witnesses and on the conclusion of the appearance, the Regional Board may rescind, vary or confirm the notice.

IV. Exemption of Farm Operations

9. Notwithstanding the other provisions of this by-law, all discharges of plant and animal waste emanating from traditional farming operations which are managed and applied in a reasonable manner as organic fertilizers to promote crop production and the accumulation of materials and equipment required for traditional farming operations are exempt from the provisions of this by-law.
10. This by-law may be cited for all purposes as "Bella Coola Valley Prohibition of Untidy or Unsightly Premises By-law No. 45, 1981".

READ A FIRST TIME THIS 24th DAY OF October, 1981.
READ A SECOND TIME THIS 24th DAY OF October, 1981.
READ A THIRD TIME THIS 24th DAY OF October, 1981.

SYNOPSIS OF BY-LAW ADVERTISED ON THE 24th DAY OF November
1981 IN THE Tribe.

RECEIVED THE APPROVAL OF THE MINISTER OF MUNICIPAL AFFAIRS ON
March 4th, 1982.

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 14th DAY OF APRIL,
1982.

I here

Larry Parker
CHAIRMAN

James S. S.
SECRETARY-TREASURER

I hereby certify that the foregoing is a true and correct copy of By-law No. 45, cited as "Bella Coola Valley Prohibition of Untidy or Unsightly Premises By-law No. 45, 1981", as read a third time by the Regional Board on October 24, 1981.

James S. S.
SECRETARY-TREASURER

APPROVED pursuant to the provisions of section
202 of the Municipalities Enabling and Validating

Act this 4th day of March, 1982

Minister of Municipal Affairs

APPROVAL No. Q 20954



REPORT TO THE BOARD

To: Courtney Kirk, CAO

From: Destiny Mack, EA

Meeting Date: September 12, 2019

Subject: Sydney Redpath CCCTA/CCCTMA and Jolene Lammers – Cariboo
Chilcotin Coast Tourism Association
Delegation: July 11, 2019 Board Meeting



The Board asked a series of questions during a delegation from CCCTA during the July 11, 2019 board meeting. CCCTA offered to email message answers to the questions and have provided the following information reformatted as per below.

How did the CCCTA come about / how was it formed?

The CCCTA has existed as a cooperative of industry since the 1950s and was incorporated by their membership as a not for profit society in 1962.

What is the CCCTA's role and function?

The legal purposes of the Association shall be:

- a) To promote and develop tourism in the Cariboo Chilcotin Coast tourism region of BC taking into consideration the impact of economic, social and environmental concerns;
- b) To maintain and improve standards of quality in the areas of tourism promotion and service to our stakeholders;
- c) To raise money by way of grants, fund raising, donations, fees and/or loans for the purpose of furthering the objectives of the Association.

Is it possible for us to access your establishing constitution and bylaws? If so, how/where?

I would have to dig far into the archives to locate the establishing constitution and bylaws, perhaps you could tell me what your question is and I will request information from our Board Governance chair who has a deep understanding of the organizational history. Attached is the current Constitution and Bylaws, registered for 2019 in compliance with the Society Act Transition.

I see that the CCCTA's legal structure is a society, who are your members?

Stakeholders of the association are individuals, businesses, associations or government bodies, which are or were involved in tourism activities.

What are your different revenues streams as an organization?

We execute several contracts on behalf of the provincial government to deliver services to the region, we sell marketing to generate revenue, collect interest on our accounts, create partnerships for leveraging and write many grants.

What are your current annual revenues?

2019 \$1,383,978

What proportion of those revenues are earmarked for the Central Coast Communities?

As we are very grant dependent this depends heavily on the given year, however all core activities are available for the Central Coast.

As an example here are 2019 approximates:

53% of the budget is delivery of provincial services and is available for all areas including the Central Coast

5% of the budget is exclusively for the Central Coast (Great Bear Rainforest Project)

11% of the budget is not targeted for the Central Coast (Gold Rush Trail Project and Wildfire recovery)

27% of the budget was supporting the new Marketing association start-up which markets the Central Coast

The remaining 4% includes the AGM, Canada summer student positions that change annually, etc.

There are two board members from the Central Coast who ensure the industry is fairly represented.

In terms of the Central Coast, which communities do you represent or support?

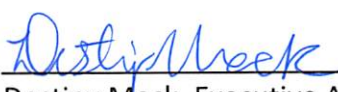
Our region includes for marketing the entire CCRD, plus north to Klemtu and for Destination Development north to Hartley Bay.

In terms of your contract with Destination BC, the last contract I could see on your website I think expired in 2018, have you renewed your two-year contract with them?

Our contract actually expires this year, not sure what DBC has posted.

What is CCCTA's relationship with HELLOBC?

HelloBC is the Destination BC website, we work with DBC to update content errors and inform their marketing teams but we do not have a 'relationship' with the website.

Submitted by: 
Destiny Mack, Executive Assistant

Reviewed by: 
Courtney Kirk, Chief Administrative Officer

August 16, 2019

RECEIVED

CONFIDENTIAL

Central Coast Regional District
PO Box 186
Bella Coola, BC V0T 1C0

AUG 20 2019

Central Coast Regional District

Attention: Chair Samuel Schooner

Dear Chair Schooner:

**Subject: Economic Development Capacity Building Funding – 2018
Northern Development Project Number 5370 20**

We have received your reporting in support of your application for funding under the 2018 Annual Economic Development Capacity Building program for municipalities and regional districts within the Northern Development area.

The Northern Development Initiative Trust is very pleased to be able to support your community in its efforts to develop the local and regional economy through increased economic development capacity.

Enclosed is our cheque in the amount of \$39,403.16 which represents a grant towards activities in support of your 2018 economic development budget.

Please don't hesitate to contact us should you require additional information. Thank you for submitting the Central Coast Regional District's report on the 2018 Annual Economic Development Capacity Building program.

Sincerely,

Joel McKay
Chief Executive Officer

- c: Courtney Kirk, Chief Administrative Officer, Central Coast Regional District
Matthew Wheelock, Community Economic Development Officer, Central Coast Regional District

Board Meeting

SEP 12 2019

CCRD ITEM B(1)

July 8, 2019

Central Coast Regional District
PO Box 186
Bella Coola, BC V0T 1C0

Attention: Chair Samuel Schooner

Dear Chair Schooner:

**Subject: Community Promotion Videos
Marketing Initiatives Program
Northern Development Project Number 6195 50**

RECEIVED

JUL 16 2019

Central Coast Regional District

Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Marketing Initiatives application from the Central Coast Regional District for the 'Community Promotion Videos' project was approved for a grant up to \$20,000 from the Northwest Regional Development Account on June 28, 2019.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,

Joel McKay
Chief Executive Officer

c: Courtney Kirk, Chief Administrative Officer, Central Coast Regional District

Board Meeting

SEP 12 2019

CCRD ITEM B(m)



**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
SEPTEMBER 2019 REPORT**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: September 12, 2019
FROM: Ken McIlwain, RPF, Operations Manager
SUBJECT: Operations Monthly Report

RECOMMENDATION:

1. **THAT the September 2019 Operations Report be received.**
-

**CCRD OPERATIONS
SEPTEMBER 2019 HIGHLIGHTS**

SOLID WASTE MANAGEMENT

1. The pile of electronics north of the Thorsen Creek Recycle Depot has been cleaned up and shipped for recycling.
2. Volunteers continue to monitor and clean the share shed at Thorsen Creek Transfer Station.
3. Drone work is scheduled for September to gain some aerial film footage and photos of the site to support the new webpage development and grant applications.

RECREATION FACILITIES

Centennial Pool: The pool has now closed after another successful season of operation. Maintenance issues were minimal this summer.

Pool revenues from rentals, admission and lessons was approximately \$25,625, close to the budgeted amount of \$26,000. It is expected that expenditures for the operating season will be less than budgeted due to lower payroll costs. Maintenance and other costs are expected to be close to the budgeted amounts.

Skating Rink: Filling of depressions in the paved surface of the rink is on the work plan for this year, as are repairs to the foundation and floor of the warming hut. None of the work has been completed as of yet. A new flood light is also required.

Walker Island Park: A list of requested repairs and upgrades has been submitted by the Slow Pitch League. Several of the items are on this year's work plan, but have not yet been completed. Upgrades scheduled for this year include railings for the stairs and ramp area on the concession building and skirting or lattice on the concession building. Some painting and fencing repairs also need to be completed.

Snootli Creek Park: Nothing to report.

Nusatsum Park: Nothing to report.

BELLA COOLA TOWNSITE WATER SYSTEM

1. The Nuxalk Public Works Department has reported that water levels in their wells are well below normal and are issuing a letter asking people to try and reduce usage. During fish processing times, water usage climbs dramatically because of fish tubs being supplied with a constant flow of water.

FIRE PROTECTION

1. BCVFD members have been active in upgrading equipment, specifically turn out gear. Staff will continue working to access grant funding to help supply new turn-out gear to the department.

STRATEGIC INITIATIVES

CENTENNIAL POOL UPGRADE

Staff continue to work on design of the procurement system for the project. Several other municipalities involved with outdoor pool construction have been engaged in discussions around procurement challenges and other advice that could provide useful going forward.

Legal expertise is also being sought to help identify and design the most appropriate procurement process for the CCRD to employ.

DENNY ISLAND WATER SYSTEM

Please see technical report provided by Urban Systems.

Respectfully submitted,



Ken McIlwain, RPF,
CCRD Operations Manager

PROJECT UPDATE



Date: September 4, 2019
 To: Ken McIlwain, CCRD
 cc: Steve Dishkin, SD #49
 From: Jacob Scissons
 Subject: **DENNY ISLAND COMMUNITY WATER SYSTEM
 PROJECT UPDATE – SEPTEMBER 2019**

The following is a summary of key project activities pertaining to next steps of the Denny Island Community Water System project. Milestone dates are provided for each action item.

Item	Discussion	Timeline
1.0	Permits and Approvals	
1.1	Dialogue with Vancouver Coastal Health is ongoing along with documentation required in support of the <i>Water Supply System Construction Permit</i> applications. The Phase 1 permit is expected in the coming weeks.	September 20th
1.2	The Phase 1 Ministry of Transportation and Infrastructure <i>Permit to Construct, Use, and Maintain Works Within the Right-of-Way of a Provincial Public Highway</i> is expected in the coming weeks, which will reflect the shallower watermain pipe cover variance.	September 30th
1.3	The watermain pipe will need to cross large drainage culverts at Whiskey Slough and Whiskey Cove. Documentation is being prepared for submission to Fisheries and Oceans Canada for a <i>Request for Review</i> and the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development for a <i>Water Sustainability Act Section 11 Notification</i> .	September 30th
1.4	Vancouver Coastal Health is supportive of the Central Coast Regional District taking on operational responsibilities of the community water system under the authority of an <i>Operating Permit</i> . The Central Coast Regional District and School District #49 are drafting an operating agreement to document this arrangement.	October 31st
1.5	The Ministry of Forests, Lands, Natural Resource Operations, and Rural Development has indicated that, further to the <i>Conditional Water Licence</i> granted to School District #49, the Central Coast Regional District will require a separate licence. The separate licences are required given the different quantities of groundwater to be extracted and the land types / locations where it will be used. Documentation is being prepared to pursue the additional licence with the review period expected to take several months.	March 31st
1.6	The design team is navigating complications between BC Hydro and Boralax regarding the regional transmission lines and local distribution lines to determine the preferred means of supplying power to the proposed water treatment plant.	



PROJECT UPDATE

Date: September 4, 2019
 File: 3383.0005.02
 Subject: DENNY ISLAND COMMUNITY WATER SYSTEM
 Page: 2 of 2

Item Discussion
Timeline
2.0 Legal Survey

- | | | |
|-----|---|----------------------------------|
| 2.1 | The statutory right-of-way for the reservoir site has been posted on site and documentation is being prepared to have it legally registered with the Land Title Office. | September 30th |
| 2.2 | The water distribution system will require statutory rights-of-way so that the Central Coast Regional District watermain will front all properties in the service area. Discussions with affected property owners are underway. | |

3.0 Construction Status

- | | | |
|-----|--|----------------------------------|
| 3.1 | A contract has been awarded to Steve Emery Contracting to complete site preparation work at the reservoir site. This work includes clearing and grubbing, topsoil stripping, pipe spool installation, and construction of a gravel foundation pad. Work is expected to be complete in the next two weeks. | September 18th |
| 3.2 | The reservoir materials have been delivered to Denny Island. STT Enviro Corp is scheduled to mobilize on September 23 rd to begin assembly of the reservoir tank, which will take approximately three weeks to complete. | October 11th |
| 3.3 | The design team is advancing a concept for the water treatment plant based on pre-purchasing an engineered building package followed by construction procured through a local Request for Quotation. This would allow modular treatment and controls equipment to subsequently be installed in the building. | |
| 3.4 | The scope of work for subsequent tenders is being reviewed as the design team advances key components of work through a combination of pre-purchasing materials / equipment and procuring services locally. This will minimize general contractor overhead / markup costs. | |

Sincerely,

URBAN SYSTEMS LTD.



Jacob Scissons, P.Eng.
 Project Manager



REQUEST FOR DECISION

To: Courtney Kirk, CAO

From: Destiny Mack, EA

Meeting Date: May 9, 2019

Subject: Request for Decision – Late Water Tolls

Recommendation:

THAT the Board of Directors of the Central Coast Regional District authorizes that Notice of Water Shut off be sent out immediately to those premises that have 2019 water toll charges outstanding as at May 31, 2019, pursuant to Section 5 of Bylaw 282 and amending Bylaw 354.

Issue/Background Summary:

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.

Policy, Bylaw or Legislation:

Bylaw 354

Financial/Budgetary Implications:

N/A

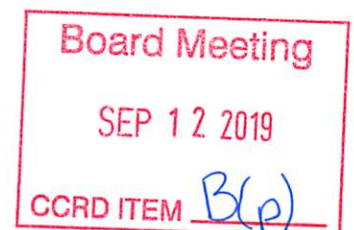
Time Requirements – Staff and Elected Officials:

N/A

Options to Consider:

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: Courtney Kirk
Courtney Kirk, Chief Administrative Officer



Director Hall mentioned that he would of like to see a First Nation seat on the BC Ferry Authority Board of Directors. Director Schooner agreed and clarified that a voting and not an observing seat is important

- 18-05-05** M/S Directors Hall/Schooner that Administration draft a letter to the BC Ferry Authority advocating for a First Nation voting seat on the Board.

CARRIED

(c) Request for Decision – Late Water Tolls, dated May, 10, 2018.

- 18-05-06** M/S Directors Hall/Brown that the Request for Decision: Late Water Tolls be received.

CARRIED

- 18-05-07** M/S Directors Brown/Hall that the Board of Directors of the Central Coast Regional District authorize Administration to send out a Notice of Water Shut Off to those premises that have 2018 water toll charges outstanding on May 31, 2018, pursuant to Section 5 of Bylaw 282 and amending Bylaw 354.

CARRIED

(d) Resolutions Process Issue at the AVICC Convention, dated April 18, 2018.

- 18-05-08** M/S Directors Brown/Johnson that the letter from AVICC be received.

CARRIED

Director Hall said he is very happy with how quickly their response was to his issues and hopes they will circulate the safety of speakers document. Director Hall clarified that the primary issue was that the member directed his comments personally at him, rather than taking the mic and expressing his views for the whole membership to hear. Director Brown thanked Director Hall on how he handled the situation at AVICC. Chair Sayers expressed regret at what happened and that she received correspondence privately from AVICC members who noted their dismay and upset over what happened. Director Schooner asked if there would be any further follow up from AVICC. Director Hall shared he was told by AVICC that they were going to try to find the person and address the matter. Chair Sayers indicated that there is a Code of Conduct and read the commitment AVICC outlined in their response letter. Director Hall asked if there was going to be a letter sent to AVICC to thank them for this action.

- 18-05-09** M/S Hall/Brown that Administration draft a letter on behalf of the Board in response to the letter from AVICC.

CARRIED

(e) Letter from the Lieutenant Governor of British Columbia, dated April 13, 2018.

- 18-05-10** M/S Directors Hall/Brown that the letter from the Lieutenant Governor be received.

CARRIED

The Board briefly discussed that the Lieutenant Governor's visit to Bella Coola was Her Honour's last community visit for her expiring term.



Ref: 247225

August 15, 2019

RECEIVED

AUG 20 2019

Central Coast Regional District

Mr. Samuel Schooner and Board Members
Regional District of Central Coast
PO Box 186
Bella Coola BC V0T 1C0

Dear Chair Schooner and Board Members:

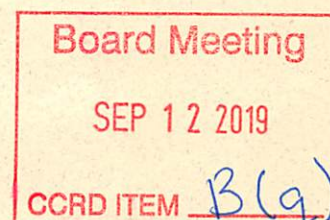
On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your efforts to reduce greenhouse gas emissions in your corporate operations and community over the 2018 reporting year.

As a signatory to the Climate Action Charter (Charter) you have demonstrated your commitment to work with the Province and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has demonstrated progress on the fulfillment of one of more of your commitments, the GCC is pleased to acknowledge your achievement of Level 1 recognition – 'Demonstrating Progress on Charter Commitments.'



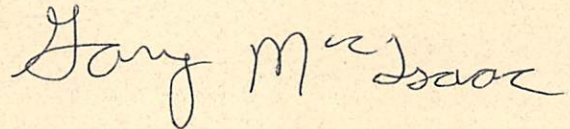
.../2

Congratulations again on your progress. We wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality and your efforts to reduce emissions in the broader community.

Sincerely,

A handwritten signature in dark ink, appearing to read 'T Faganello', with a large, sweeping flourish at the end.

Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing
Enclosure

A handwritten signature in dark ink, appearing to read 'Gary MacIsaac', with a stylized, cursive script.

Gary MacIsaac
Executive Director
Union of British Columbia Municipalities



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2018 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

Level 1: Demonstrating Progress on Charter Commitments

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2018' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the *Recognition Program* are based on the information included in each local government's annual CARIP public report. For more information on CARIP and the public reporting requirements go to:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip>



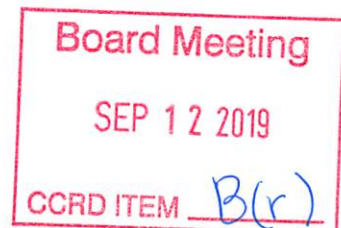
**CENTRAL COAST REGIONAL DISTRICT
OPERATIONS DEPARTMENT
SEPTEMBER 2019
TRANSPORTATION REPORT**

TO: Courtney Kirk, CAO
CC: Board of Directors, CCRD
DATE: September 12, 2019
FROM: Ken McIlwain, Operations Manager
SUBJECT: Transportation Monthly Report

RECOMMENDATIONS:

1. **THAT the September 2019 Transportation Report be received.**
-

**TRANSPORTATION
SEPTEMBER 2019 HIGHLIGHTS**



BELLA COOLA AIRPORT

1. The contract for the Bella Coola Airport - west end dozing and field preparation was awarded to Bella Coola Backhoe in the amount of \$12,400. The work is now complete.
2. The surveyor is scheduled to be in Bella Coola on September 24/25 to complete the obstacle survey required by Transport Canada. Preliminary survey work by staff and contractors indicates we should expect to receive a 'clean' survey which is required prior to requesting the return of our airport operation certificate from Transport Canada. Removal of obstacles is also a deliverable included in the Rural Dividend Funding Agreement – Bella Coola Airport Tourism and Capacity Enhancement.
3. Between July 1, 2018 and August 31, 2018, there were 1389 scheduled passenger arrivals reported. For the same period in 2019, there were 1359 scheduled passenger arrivals reported.
4. Work continued through August on the re-assembly of the playground equipment donated from Bella Coola Elementary (BCE) School. A small area was prepared just east of the Forest Service compound and the equipment is now in place, awaiting pouring of concrete foundations. The climbing rock has been delivered and a re-enforced concrete pad foundation will be poured to support the rock. Installation of a timber boarder and ground cover is scheduled to take place later in September. The competition of this play area is a

deliverable of the Rural Dividend Funding Agreement - Bella Coola Airport Tourism and Capacity Enhancement.

5. The Airport took delivery of 7000 litres of 100 low lead av gas for the purposes of re-sale. A new supplier (Northwest Fuels) has been engaged to supply the av gas. The same supplier provides fuel to Anahim Lake Airport and other aviation facilities across the Chilcotin. Columbia Fuels has notified the Airport that they will no longer deliver/sell 100 low lead av gas in Bella Coola.
6. Seagulls and eagles in the vicinity of Klonik Creek are posing a risk to arriving and departing aircraft. Birds congregate in this area during the annual Chum and Pink Salmon run. An air ambulance aircraft struck and killed 7 seagulls in early August. No damage to the aircraft resulted.



Photo: Playground equipment being assembled at Bella Coola Airport.

DENNY ISLAND AIRPORT

Vehicle parking on the airport apron has been reported as an issue. The Airport Commission will notify the parties involved that this area is reserved for aircraft tie down and parking.

Respectfully submitted,

Ken McIlwain, RPF
CCRD Operations Manager

Centennial Pool Commission

Meeting Minutes

17 July 2019

Present: N. Koroluk, K. Lansdowne, C. Hoppe, C. Nygaard, J. Cole

1. Bronze Courses – The Bronze Medallion and Cross courses are now underway. The Commission has set the fee at \$150 per course, mid range of fees for those offered elsewhere.
2. Manager's Report – The Pool Safety Inspection was completed on 14 July, with some of the recommendations already implemented.
3. Policy A-12(d) and Policy 12 – The changes in Policy A-2(d) discussed at the last meeting were reviewed and finalized. Changes to Policy 12 were discussed and will be finalized at the next meeting.

Next meeting: Wednesday 31 July at 5:30 pm at the pool.
(Every two weeks in the summer)



Centennial Pool Commission

Meeting Minutes

14 August 2019

RECEIVED

AUG 19 2019

Central Coast Regional District

Present: K. Lansdowne, C. Nygaard, N. Koroluk, C. Hoppe, J. Cole

Staff: L Harrison

1. End of Season - The 2019 season will end on 23 August. Staffing until the end of the season was discussed.
2. Pool Renovations are still scheduled, timing will be determined by the progress of other CCRD Capital Projects.
3. 2020 Season. Commission will meet with CCRD CFO in the fall to work on a Pool Budget for the 2020 Season.

Next meeting Mid-September

Board Meeting

SEP 12 2019

CCRD ITEM B(+)



REPORT

To: Board of Directors

From: Courtney Kirk, CAO

Meeting Date: September 12, 2019

Subject: Emergency Program Service Update: CCRD/Nuxalk Nation/EMBC MOU

Recommendation:

THAT the Board of Directors of the Central Coast Regional District receives the Emergency Program Service Update: CCRD/Nuxalk Nation/EMBC MOU.

Background

The Central Coast Regional Emergency Management Partnership in the Central Coast Region was established in December 17, 2018, through a Memorandum of Understanding between Nuxalk Nation, Central Coast Regional District, and BC Government (represented by Emergency Management BC) to enhance and lead regional emergency management in preparedness, response, recovery and mitigation to support a disaster resilient region.

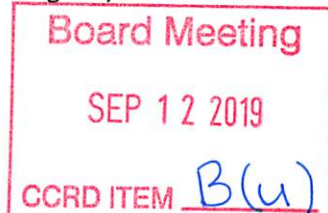
The Partnership formalizes a process to address capacity challenges, better address emergency gaps that are cross-jurisdictional or have impacts beyond one's jurisdiction and will provide oversight on regional emergency management issues for the region.

The Partnership is equally funded \$33,000 annually over three years between the CCRD, Province of BC and Indigenous Services Canada (on behalf of Nuxalk Nation).

The MOU will serve as a model framework for future regional partnerships that include local government, First Nations and the Province.

Highlights

The Steering Committee, which is equally represented by the CCRD, Nuxalk Nation and Emergency Management BC (EMBC), has developed a Terms of Reference (attached) to guide the implementation of the MOU for the Partnership.



The Steering Committee has convened three meetings to discuss regional emergency management priorities for the region, which comprises of updating the regional emergency plan, coordinate regional training and exercise and develop regional public education materials (notes from July 23 and August 7 attached. Notes from September 5 will be provided at next regular meeting).

A Regional Partnership Emergency Management Coordinator was hired in September 2019 who is responsible for developing plans and processes, research and analysis, stakeholder and community engagements, and fosters relationships within the region. CCRD Administration is pleased to welcome Jessica Miller to the role of Regional Partnership Emergency Management Coordinator serving both Nuxalk Nation and the CCRD in their emergency programs within Nuxalk Ancestral Territories. Jessica began her position on September 4, 2019 and will serve from the Nuxalk Nation Administration offices. Welcome Jessica!

During the September 5, 2019 convened Regional Emergency Management Partnership Steering Committee meeting for the purpose, the Committee agreed to an initial work plan to govern the priorities of the new Regional Partnership Emergency Management Coordinator.

Policy, Bylaw or Legislation:

Please see attached Central Coast Regional Emergency Management Partnership Memorandum of Understanding between Nuxalk Nation, Central Coast Regional District, and BC Government (represented by Emergency Management BC), December 17, 2018.

Administration is prioritising the CCRD Emergency Program Bylaw for revision to reflect implementation of the new Emergency Management MOU.

Financial/Budgetary Implications:

\$33,000 annual has been committed to the partnership for a three year term under the CCRD five-year financial plan. The Partnership is equally funded \$33,000 annually over three years between the CCRD, Province of BC and Indigenous Services Canada (on behalf of Nuxalk Nation). It is anticipated that the addition of Emergency Program Management capacity will assist in facilitating the successful expenditure of received emergency program grant funds and realize successful program deliverables.

Time Requirements – Staff and Elected Officials:

The Emergency Management Steering Committee agreed to an initial work plan to govern the priorities of the shared Regional Partnership Emergency Management Coordinator in her full time position. Moderate staff and elected time is anticipated to assist in orienting Jessica as she navigates her new position.

Options to Consider:

None.

Submitted by:


Courtney Kirk, Chief Administrative Officer

Memorandum of Understanding Central Coast Regional Emergency Management Partnership

BETWEEN:

Central Coast Regional District as represented by the Chair of the Board (herein referred to as the "CCRD")

AND:

Nuxalk Nation on behalf of Nuxalkmc people, as represented by Nuxalk Nation Chief Councillor (herein referred to as the "Nuxalk Nation")

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, as represented by the Minister of Public Safety and Solicitor General (herein referred to as the "Province")

WHEREAS Emergencies can occur that cross electoral area or First Nations boundaries or have impacts or demand for response beyond the capacity of one electoral area or First Nation to respond;

WHEREAS Emergencies can occur that are cross-jurisdictional in nature or require a coordinated multi-jurisdictional, multi-agency response;

WHEREAS the Partners are committed to preparing for, responding to, recovering from, and mitigating Regional Emergencies;

WHEREAS the Partners wish to establish this Memorandum of Understanding ("MOU") to establish collaborative relationships and to determine roles and responsibilities before Regional Emergencies take place;

AND WHEREAS the Partners seek to achieve a disaster resilient Region where all levels of government, First Nations and relevant stakeholders work collaboratively towards enhanced Emergency management;

THEREFORE the Partners hereto agree to form a Central Coast Regional Emergency Management Partnership.

ARTICLE 1: INTERPRETATION

"Financial Contribution" is the Partner's financial contribution to the Partnership set out in Article 8.

"Emergency" is a present or imminent event or circumstance that

- is caused by accident, fire, explosion, technical failure or the forces of nature, and
- requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property.

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

"In-kind" means goods, commodities or services in lieu of money.

"Partners" means all partners to this MOU, and "Partner" means one of them as the context may require.

"Partnership" is the Central Coast Regional Emergency Management Partnership.

"Region" or "Regional" is a broad geographical area within the CCRD or First Nations traditional territory that may be, but is not limited to, distinguished by physical characteristics, administrative boundaries, government, religion, language, or artificial features.

"Regional Partnership Coordinator" is the Regional Partnership Coordinator for the Central Coast Regional Management Partnership established pursuant to Article 3 of this MOU.

"Steering Committee" is the Central Coast Regional Management Partnership Steering Committee established pursuant to Article 6 of this MOU.

"Sub Region" is a subset of the Region that may be, but is not limited to, distinguished by physical characteristics, administrative boundaries, government, religion, language or artificial features.

ARTICLE 2: APPLICATION OF GOVERNING AGREEMENTS AND LEGISLATION

2.1 Nothing in this MOU shall be interpreted as limiting in any way the jurisdiction, authority and fulfillment of responsibilities of:

- a) The Minister and Ministry of Public Safety and Solicitor General in respect to Emergency management under the British Columbia *Emergency Program Act*, R.S.B.C. 1996, c. 111, and Regulations or any other Acts or Regulations;
- b) CCRD in respect to emergency management under British Columbia's *Emergency Program Act Local Government Act*, R.S.B.C. 2015, c. 1, and Regulations or any other Acts or Regulations; or,
- c) Nuxalk Nation in respect to emergency management under the Federal *Emergency Management Act*, S.C. 2007, c. 15.

2.2 Nothing in this MOU shall be interpreted as limiting in any way the authorities and obligations of any Partner to this MOU who is a party to a master agreement or collective agreement entered into with a bargaining unit.

ARTICLE 3: PURPOSE OF THIS MEMORANDUM OF UNDERSTANDING

3.1 This MOU is not legally binding or enforceable.

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

3.2 This MOU is not a treaty within the meaning of sections 25 and 35 of the *Constitution Act, 1982* and does not define or amend aboriginal rights, or limit any priorities afforded to aboriginal rights, including aboriginal title.

3.3 The Partners wish to enter into this MOU to establish the Partnership.

3.4 This MOU does not create a partnership under the *BC Partnership Act, R.S.B.C. 1996, c. 348*.

3.5 Nothing in this MOU will be construed so as to constitute any Partner as the agent, employee, partner, joint venturer, or representative of any of the other Partners.

3.6 The Partners share the common goals:

- a) to enhance Regional Emergency mitigation, preparedness, response and recovery capability and capacity for First Nation communities and all levels of government through collaborative planning, information sharing and coordinated mitigation, preparedness, response and recovery efforts from Emergencies;
- b) improve Regional Emergency management through continued and increased cooperation between First Nations, all levels of government and stakeholders in the Region;
- c) guided by Nuxalk Nation, expand the partnership to include other First Nations. The engagement of further partners will be led by the Nuxalk Nation, guided by Nuxalk values;
- d) provide opportunities to lead and coordinate Regional Emergency planning initiatives that address major Emergency or disaster events, which are, or have the potential to be, Regional or cross-jurisdictional in nature;
- e) to share information and collaborate on Regional Emergency management issues that impact the Region or Sub Region; and
- f) work with First Nation communities, all levels of government and stakeholders to identify and coordinate the development of Regional Emergency management initiatives that encompass the four phases of Emergency management (mitigation, preparedness, response, and recovery).

3.7 In recognition and consideration of the Financial Contribution, the Partners agree that they will work together to:

- a) Establish a Regional Partnership Coordinator position that will be hired by CCRD or Nuxalk Nation and be located at a facility either provided by that Partner or at a location agreed upon by all the Partners. The role of the Regional Partnership Coordinator includes:
 - i. develops plans, procedures, standards and guidelines;
 - ii. conducts research and analysis to support project scope;
 - iii. prepare documents (e.g. agenda, project updates, etc.) for the Steering Committee;
 - iv. acts as a subject matter expert in the field of emergency management;
 - v. support the development of publication and communication materials (e.g. newsletter);

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

- vi. liaises with emergency management practitioners from other levels of government, First Nations, and stakeholders to strengthen regional emergency management; and
 - vii. participate operationally as a staff member in the CCRD and emergency operations centres.
- b) Lead and coordinate Partnership projects and activities:
- i. develop a leadership policy group and define its purpose, role and responsibilities;
 - ii. complete a Regional hazard, risk, vulnerability assessment ("HRVA");
 - iii. develop a Regional Emergency management plan based on the completed HRVA;
 - iv. jointly plan and prioritize mitigation efforts and activities;
 - v. coordinate Regional training and exercises;
 - vi. develop Regional public education resources;
 - vii. explore mutual aid agreements and shared Emergency resources;
 - viii. explore options to establish and staff a joint and collaborative Emergency operations centre for events that cross jurisdictional boundaries; and
 - ix. organize at least one meeting per year of all Partners.
- c) The Partner who hires the Regional Partnership Coordinator is responsible for providing necessary supports for the position including, but not limited to, human resources, information technology, telecommunications and basic office supplies.

ARTICLE 4: INFORMATION SHARING

4.1 All information and documentation provided to, collected by, delivered to or compiled by or on behalf of the Partners to this MOU in the performance of their duties and responsibilities shall be dealt with subject to and in accordance with Provincial Statutes, particularly the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165.

4.2 The Partners agree that for the purposes of section 16(1) (b) of the *Freedom of Information and Protection of Privacy Act*, all information disclosed and received between the Partners under this MOU is disclosed and received in confidence.

4.3 Where a Partner receives a request under the *Freedom of Information and Protection of Privacy Act*, or a Court order, summons or subpoena for disclosure of records relating to this MOU, that Partner will immediately consult all other Partners to this MOU before disclosing the records to the applicant.

ARTICLE 5: RESPONSIBILITIES

5.1 Any Partner may:

- a) from time to time, request from any other Partner additional financial contributions for specific Regional Emergency management projects;

Memorandum of Understanding

Central Coast Regional Emergency Management Partnership

- b) apply for grants together or separately, from external entities to provide funding for additional Regional Emergency management projects and capacity; and
- c) provide, together or separately, additional financial contributions or in-kind contributions if agreed upon by all the Partners.

5.2 The Partners intend to:

- a) participate in the Steering Committee to guide implementation of the MOU;
- b) provide In-kind contributions for staff participation in Partnership activities (e.g. workshops, exercises, working groups etc.); provide encouragement of electoral areas, First Nations, provincial ministries, federal departments and relevant stakeholders to participate in Partnership activities (e.g. workshops, exercises, working groups etc.);
- c) provide direction and support for a Regional Partnership Coordinator; and
- d) provide the Financial Contribution in support of the Partnership.

ARTICLE 6: STEERING COMMITTEE

6.1 The Partners will establish the Steering Committee, consisting of members representing each Partner equally in number with the purpose to work collaboratively to advance the MOU.

6.2 The Steering Committee is the decision making body of the Partnership that provides strategic direction and oversees delivery of project outputs.

6.3 The Steering Committee will:

- a) develop a Terms of Reference for itself;
- b) participate in collective decision making on Regional priorities, resources and policy recommendations;
- c) develop and administer an annual work plan and budget;
- d) liaise with other senior level decision makers as required;
- e) issue an annual report or a series of reports; and
- f) determine its own operating procedures.

6.4 The Province will provide support to the Steering Committee to:

- a) develop a work plan and budget;
- b) establish the inaugural Steering Committee meeting; and
- c) draft Partnership operational policies.

**Memorandum of Understanding
Central Coast Regional Emergency Management Partnership**

ARTICLE 7: TERM OF MEMORANDUM OF UNDERSTANDING

7.1 This MOU is effective on the date that it is fully executed by CCRD, Nuxalk Nation and the Province and remains in effect for three years from the date, unless extended by agreement of the Partners in writing.

7.2 This MOU may be amended by mutual written agreement by the Partners.

7.3 Partners wishing to withdraw from this MOU must provide the Steering Committee or each Partner with written notice at least six months in advance of the withdrawal date.

7.4 The MOU will remain active and in effect until terminated or amended in accordance with this MOU.

ARTICLE 8: FUNDING

8.1 The Partners recognize that adequate funding is essential to the success of the MOU.

8.2 Each Partner intends to contribute \$33,000 annually in 2018, 2019 and 2020.

ARTICLE 9: DISPUTE RESOLUTION

9.1 Any issues, matter of general concerns, or dispute resolution arising from this MOU shall first be directed to the Steering Committee for resolution and will not be referred to a tribunal or any other third party for settlement, unless under further agreement of the Partners.

ARTICLE 11: NOTICES

11.1 All notices and communications provided for in this MOU must be in writing and must be delivered at the following addresses:

For Central Coast Regional District:

626 Cliff Street
Box 186
Bella Coola, BC, V0T 1C0

For Nuxalk Nation:

Nuxalk Nation Administration
PO Box 65
Bella Coola, BC, V0T 1C0

For the Province:

Emergency Management BC

Memorandum of Understanding
Central Coast Regional Emergency Management Partnership

Block A, Suite 200
 2261 Keating Cross Road
 P.O. Box 9201, Stn. Prov. Govt.
 Victoria, BC, V8W 9J1

or at such address as a Partner has advised in writing.

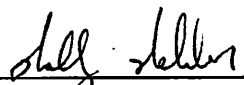
11.2 Delivery of notices and communications will be deemed to have occurred for the various delivery methods as follows:

- a) by mail – 7 days after mailing;
- b) by personal delivery – when delivered; and
- c) by courier – on the next business day following the date the courier indicates delivery;

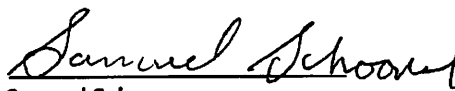
ARTICLE 12: SIGNATORIES

This MOU reflects the good faith and spirit of cooperation of the Partners.


Date: 2018/12/17

By: 
 Chief Wally Webber
 Nuxalk Nation Chief Councillor

Date: 2018/12/17

By: 
 Samuel Schooner
 Chair of the Board
 Central Coast Regional District

Date: 2018/12/07

By: 
 Honourable Mike Farnworth
 BC Minister of Public Safety and Solicitor
 General for British Columbia



CENTRAL COAST REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP

TERMS OF REFERENCE

BACKGROUND:

The Central Coast Regional Emergency Management Partnership (the "Partnership") in the Central Coast Region was established in December 17, 2019, through a Memorandum of Understanding between Nuxalk Nation, Central Coast Regional District, and BC Government (represented by Emergency Management BC) to enhance and lead regional emergency management in preparedness, response, recovery and mitigation to support a disaster resilient region. The Partnership formalizes a process to address capacity challenges, better address emergency gaps that are cross-jurisdictional or have impacts beyond one's jurisdiction and will provide oversight on regional emergency management issues for the region.

PURPOSE:

The Steering Committee is to guide the implementation of the Memorandum of Understanding for the Partnership.

RESPONSIBILITIES:

The Steering Committee is the decision-making body of the Partnership that provides strategic direction and oversees delivery of project outputs:

- Develop a Terms of Reference for itself
- Participate in collective decision making on regional priorities, resources and policy recommendations
- Develop and administer an annual work plan and budget
- Liaise with other senior level decision makers as required
- Issue an annual report or a series of reports
- Nuxalk Nation Executive Director and Central Coast Regional District Chief Administrative Officer will jointly supervise the Regional Emergency Coordinator
- Determine its own operating procedures
- Additional:
 - Report out on Partnership activities and bring forward opportunities, and challenges identified by the Partners represented on the Steering Committee
 - Provide a regional forum for the discussion of sub-regional and regional topics in emergency management

MEMBERSHIP:



The Steering Committee consists of members representing each Partner equally in number with the purpose to work collaboratively to advance the Memorandum of Understanding.

Members (Core):

- Three representatives from Nuxalk Nation including a Heredity Chief
- Two representatives from the Central Coast Regional District
- Two representatives from the North East Regional Office, Emergency Management BC

Ex-officios (Advisory):

- As required and could be determined based on project as determined by the Core members of the Steering Committee

COMMITTEE MANAGEMENT:

Co-Chairs:

- The Committee is Co-Chaired by two Core members from the Steering Committee.

Meetings:

- The Committee meets six times annually.

Support:

- North East Regional Office, Emergency Management BC provides administrative support for recording minutes
- In-kind partnership oversight support provided by EMBC to the Steering Committee to:
 - establish the inaugural Steering Committee meeting
 - develop a work plan and budget
 - draft Partnership operational policies

Quorum and Decision Making:

- A quorum consisting of at least one Core members is required. Decision making will be consensus-based.

External Communication:

- Partnership with other levels of government, the media, and other entities, corporations or individuals will be consistent with protocols established by the Partners or their organization
- By each Partner will also be consistent with messages agreed to by the Steering Committee

Review:

- The Steering Committee Terms of Reference will be reviewed in the first meeting every two years or as required.



CENTRAL COAST REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP

STEERING COMMITTEE NOTES FROM JULY 23, 2019

EPC Update

- Further clarity will need to be ironed out before EPC is onboard
- Nuxalk would like to see the EPC be extended to two years with EMBC support
- Confirm start and end date, salary, hours of work, probation period, performance management, remuneration or in lieu of overtime, moving expenses and term of contract
- Mentorship will be included as part of responsibilities and supervision of the work will need to be confirmed as part of additional responsibilities
- Nuxalk Nation will provide office space, labour relations/HR, work will be directed by the Steering Committee and oversight of day to day support
- More discussions need to occur between Nuxalk Nation and EPC on terms of agreement

EPA Modernization Update

- Erin Scraba presented on the modernization of the Emergency Program Act.
 - What it is, why it's being modernized, what aspects could change, how Indigenous communities will be engaged, and the timeline for modernization.

Terms of Reference (revised in track changes)

- Definition of "regional" will be focused on the overlapping traditional territory of the Nuxalk Nation and part of the CCRD (not including outer coast)
- Within the MOU and during the negotiations, it was agreed that the partnership will start in the geographical areas aforementioned with a vision to expand to include the other two outer coast First Nation communities of Heiltsuk and Wuikinuxv
- Core members (total of seven representatives) will include the three signatory partners with two representatives from CCRD and EMBC NEA Regional office and three from Nuxalk Nations, which include a hereditary chief
- Other members could include other members from the community or other stakeholders as determined by the Steer Committee
- Supervision of EPC will be by Nuxalk Nation Exec Dir and CCRD CAO
- Meetings will occur six times a year
- CCRD and Nuxalk Nation will need to discuss invoicing and reporting on CCRD's use of funds

2019 Priorities

- Specific discussions on what the priorities of the partnership and EPC will work was not discussed, and will be addressed at the next Steering Committee on August 7, 2019



Central Coast Regional Emergency Management Partnership Steering Committee Meeting #2

August 7, 2019 - 10:00am to 12:00pm

Review Steering Committee Terms of Reference

- Review of last meeting notes: no changes
- Review of Terms of Reference
 - Responsibility: Nuxalk will oversee new EPC and will jointly supervise mentee from Nuxalk
 - Membership: Representatives from Nuxalk and CCRD have been appointed
 - EMBC reps – NEA office and possibly someone from the Planning Section
 - Clarence and Monica not part of the committee just here to support for 1st year
 - Next meeting Nuxalk will have a Hereditary Chief on the call
 - Expectations – rather than having everyone from the region, we will bring in people as needed based on project/event specific
 - Determine Co-Chairs or a Chair
 - Rotating chair, each partner will chair 2 of the 6 meetings annually
 - NEA will provide admin support (notes)
 - Decision making:
 - Quorum – core member required for decisions and will be consensus based
 - Each partner in the committee needs to be represented at every meeting, and all decisions will need to be a consensus
 - If a decision cannot be reached, parameters will need to be set for what to do
 - External communication
 - Steering committee can determine key messaging but also each party has the autonomy to do messaging
 - Suggestion: have EPC develop public communication based on the meeting minutes and run it by the committee so that everyone has a look at it before it becomes public messaging.
 - EPC to help with creating communiqués and the committee can meet for brief meetings outside of the 6 scheduled meetings to review before publishing.
 - Changes to document: Add a line under external communication that if there is any confusion or need to talk about messaging the group can come together for a quick call outside of the 6 meetings to discuss
 - **The terms of reference will be reviewed every 2 years**



Identification of Priorities for 2019 and 2020

- Readiness and response for current wildfire season
- Partnership tables
- Community Emergency Preparedness Funding
- Masters of Disasters
- Input into modernization of the Emergency Program Act
- Lidar Mapping
- Fall readiness workshop
- Emergency Plan revisions
 - HRVA
 - Communication Plan
 - Evacuation Route Plan
 - Integration with comprehensive community planning
 - Inclusion of Indigenous Knowledge
 - Health in emergency management plan
 - ESS and EOC staff and volunteer plan
- ESS and EOC staff/volunteers Indigenous cultural safety and humility training
- Emergency Management public outreach
- Training orientation to elected officials and senior leadership
- Developing communication mechanism for EPC
- CCRD additional priorities:
 - CCRD is out of compliance with their Emergency Program Bylaw because it doesn't reflect the agreement so it needs to be modernized – must be done within the year
 - Would like the EPC to assist legal in this, make sure it is in line with steering committee and the nations, and help with coordination
 - CCRD holds 10 public board meetings a year. At that meeting an emergency program report is given, preferably a written report.
 - Budgeting - will need EPC input into next year's budget, and need input on applying for any grants
 - Mutual aid grant application – large grant available \$120,000
 - Gap analysis, addressing the gaps and integration
 - Emergency notification protocol – need to improve the contact list and determine how and to whom they disseminate info
 - Need community level alerting, CCRD is looking at integrating a new emergency notification system that will send a text alert to cell phones
 - There is potential for this to be implemented for the whole area as it is reasonably priced
 - Would like the EPC to help with coordinating this
- Nuxalk additional priorities:



- First priority – focus on training
- Updating emergency plans
- Increased focus on preparedness
- Connecting with people in the valley – as the plans are being updated it needs to be determined how information is going to be shared with the entire community
- Public messaging is important and the community needs to see we are all working together
- Climate change preparedness, and how that will affect seasons and changing events, ie. bigger culverts, planning for flooding

Determine Next Steps and Closing

- Next steps: NEA to compile a table of all priorities to be shared with Nuxalk and CCRD for review
- EPC start date: September 3, 2019 with a 3 month probationary period
 - Probation will be reviewed by steering committee, discuss at future meetings what review will look like
- Next Steering Committee meeting : **September 4, 2019 from 10am-12pm**
 - EMBC NEA to Chair

Welcome Jessica!



Jessica comes from Emergency Management BC where she was a Senior Advisor on the Strategic Partnerships team and has experience supporting wildfire response efforts including resource requests and re-entry planning, leading and facilitating partnership meetings with First Nations throughout the province, participating in public outreach, implementing training and planning tools, and developing operational protocols.

Jessica is a certified Environmental Professional (EP) and Engagement Practitioner with experience in environmental assessment of potential impacts from large scale projects on Indigenous Interests including rights and title. She has worked for the BC Environmental Assessment Office, Stantec, and Golder and gained experience in regulatory processes and requirements, environmental assessment science, and consultation and engagement.

Jessica completed her undergraduate studies at the University of Victoria in Geography and Anthropology. She is pursuing a Master of Arts in Environmental Practise with a focus on Emergency Management at Royal Roads. Jessica is trained in facilitation and public engagement through the International Association of Public Participation and is building a skill set in facilitating cultural safety and humility training.

Jessica is new to Bella Coola and comes from Victoria. In her new role as Emergency Management Coordinator, she is especially looking forward to implementing the Master of Disaster program in schools grades 4-8, and reworking the emergency management plan into a program that includes extensive input from the community.

Kynoch Resources

PO Box 27, Hagensborg BC, V0T 1H0

P. 604-831-2906

E. fraser@kynochresources.com



July 7, 2019

Central Coast Regional District
Cliff Street,
Bella Coola BC V0T 1C0

Board Meeting

SEP 12 2019

CCRD ITEM B(v)

Environmental Overview of Fire at Bella Coola Harbour, June 27, 2019

Introduction

Late night June 27, 2019, the former site of BC Packers facility located at the Bella Coola Harbour was consumed by fire, resulting in the entire infrastructure being burned to the waterline of the pile supported structure. On June 28, 2019, the Central Coast Regional District (CCRD) contacted Kynoch Resources to request a preliminary assessment of the burned structure to determine potential immediate threats of environmental concern, and prepare a remediation plan for any identified immediate threats.

On June 29, 2019, Fraser Koroluk (R.P.Bio, Kynoch Resources) conducted two assessments of the destroyed structure to assess whether there were immediate or imminent threats to the marine environment resulting from the structural fire, and/or its deposition into the marine habitat of North Bentnick Arm, of Burke Channel. One assessment was done at approximately 08:00 hrs, on a rising tide, and another at approximately 17:00 on a low tide.

Background

The site of the fire was located at Approximate Lat 52.37515 Long -126.79158, approximately 100 m east of the Bella Coola Harbour Authority public boat ramp. The cause of the fire is under investigation by the RCMP.

This site is within the industrial/recreational harbour area within the eastern reaches of North Bentnick Arm of Burke Channel, commonly referred to as the Bella Coola Harbour. The surrounding marine and foreshore area is used for recreational and commercial vessel docking, commercial fuel services, commercial fishing/off-loading/ice, BC Ferries docking, and other associated marine services. Photos attached below in this report show the area of the fire and site specific features.

The site was approximately 700 m from the mouth of the Bella Coola River, on the southern shore of North Bentnick Arm. The area of the fire could be categorized as non-estuarine mud-flats habitat, being at the transitional area of the Bella Coola River estuary and marine mudflats extending beyond the vegetated estuary. Numerous existing log-boom and other physical breakwater structures surrounded the area of the fire.

Observations

On June 29, 2019, two observations of the site were made by F. Koroluk (R.P.Bio, Kynoch Resources) to determine if there were immediate or imminent threats of environmental concern resulting from the fire. Assessments were made from the water by small vessel suited to approach shallow areas.

The site of the former structure extended on wooden piles from the southern shore, approximately 140 m northward into North Bentnick Arm. There were two distinct areas of the structure, including: a boardwalk/approach ramp approximately 60 m by 15 m, and the main former building area approximately 70 m by 30 m. In total approximately 500 to 700 wooden pilings supporting these structures were burned to near waterline, or otherwise compromised in the structural fire.

Little or no structural material was left unburned, with minimal unburned wood waste remaining. Very limited steel roofing was left intact, or remains had sunk to the seafloor. There were some metal infrastructure components still visible after the fire, including at least one apparently empty 270 litre fuel barrel floating in the debris.

No point sources of poly aromatic hydrocarbons (PAHs), such as oil, creosote, fuel or other petroleum products were observed to have been in the fire, or otherwise exposed to the environment owing to the fire. There was no distinct oil sheen or observed oil slick at the site during the observations on June 29, 2019.

Conclusions

While the fire itself destroyed the infrastructure of the building and approaches, it does not appear to have created an environmental risk beyond that associated with physical disturbance to the site. A considerable amount of burned timber, scorched steel and other building materials had fallen into the marine environment, however; it did not appear from physical observation that these caused environmental disturbance associated with deleterious substances (i.e., fuel, lubricants, wood preservatives, etc.) entering the marine environment.


The pilings themselves were likely treated with creosote, and may continue to be a source of leaching over time. However, the act of the fire would not have exasperated this process beyond what would have occurred if the structure remained.

Recommendations

As this is a preliminary assessment based on physical observation, without chemical analysis of the marine environment, including water column or sediment, it is not possible to determine what if any environmental impact the structure may have had on the surrounding environment, either prior to, or after the fire of June 27, 2019. It is likely that the existing burnt piling structures pose little or no environmental threat beyond what their baseline footprint was prior to the fire, and from an environmental perspective can likely remain as is with little or no threat of increased risk to the environment.

Where regulating authorities wish to remove pilings, or in other ways remediate the site with physical activities, it is further recommended that a focused assessment be undertaken to assess potential impacts and or benefits of such activities, including biophysical and chemical analysis of water quality and sediment of the area. It was beyond the scope of this project to undertake such assessment.

Sincerely,



Fraser Koroluk, R.P.Bio.
Project Biologist,
Kynoch Resources

Site Photos (June 29, 2019)



Photo 1: General Area of the fire in relation to Bella Coola River and Harbour Authority.



Photo 2: Structural site from satellite imagery prior to the fire.



Photo 3: View looking east of burned infrastructure with piles remaining from the western boat launch area.



Photo 4: walkway and approach to the building area. Burned and partially collapsed approach leading from the shoreline to the burned building site.

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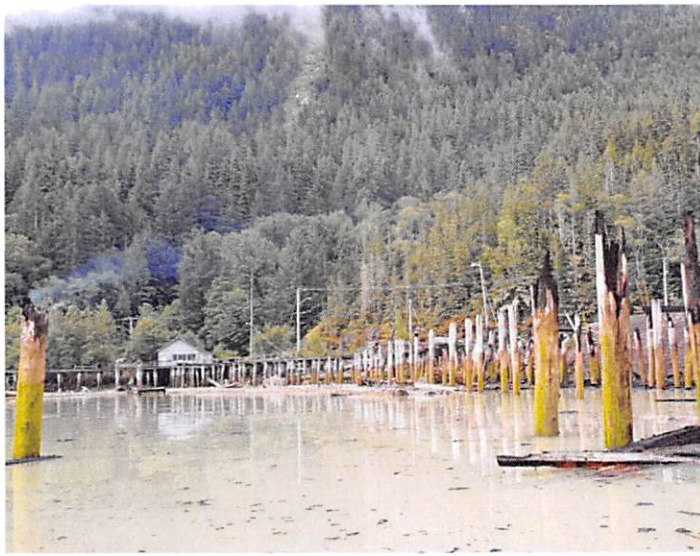


Photo 5: View southwest towards shoreline.



Photo 6: View southeast towards shoreline.



Photo 7: Metal roofing debris beneath collapsed/burned structure.



Photo 8: Debris including apparently empty fuel barrel after fire destroyed building infrastructure.



Photo 9: General scope of debris looking west towards Bella Coola Harbour in background.



Photo 10: General scope of debris looking west towards Bella Coola Harbour in background.



Photo 11: General scope of debris looking east towards Bella Coola River estuary.



Photo 12: General scope of debris looking southwest towards foreshore near boat ramp.

August 8, 2019

RECEIVED

AUG 16 2019

Central Coast Regional District

Chair Schooner and Board
Central Coast Regional District
PO Box 186
Bella Coola, BC V0T 1C0

**RE: 2017 CEPF: Emergency Social Services (Volunteer Recruitment,
Training and Equipment)**

Dear Chair Schooner and Board,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$24,493.17. Based on this, a payment in the amount of \$24,493.17 will be made by electronic funds transfer. Payment may take from six to eight weeks. This transfer represents full payment of the grant and is based on 100% of the total reported expenditure (to a maximum of the approved grant of \$24,999.83).

I would like to congratulate the Central Coast Regional District for undertaking this project and responding to the opportunity to develop ESS capacity to increase the resiliency of BC communities.

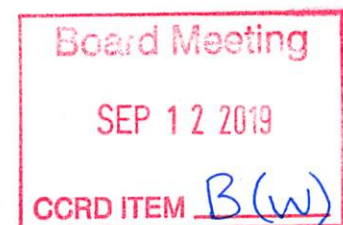
If you have any questions, please contact Local Government Program Services at (250) 387-4470 or by email at cepf@ubcm.ca.

Sincerely,



Christina Arsens
Program Officer

cc: Courtney Kirk, Chief Administrative Officer



The Community Emergency Preparedness Fund is funded by the Province of BC