

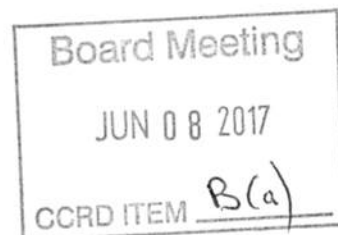


CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES

DATE: May 11, 2017

ATTENTION

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



REGULAR BOARD MEETING MINUTES – May 11, 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, Samuel Schooner
	Acting Chief Administrative Officer/CFO	Donna Mikkelson
	Operations Manager	Ken McIlwain (portion)
	Community Economic Dev. Officer	Bridget Horel (portion)
	Recording Secretary	Cheryl Waugh

Absent – Electoral Area B Director Reg Moody-Humchitt

PART I - INTRODUCTION

1. **Call to Order**

The Chair called the meeting to order at 10:05 a.m. and acknowledged the meeting was taking place on Nuxalk Nation traditional territory.

2. **Adoption of Agenda**

(a) Introduction of late items – None

17-05-01 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.

Director Johnson disclosed that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the *Community Charter* he has a direct pecuniary interest which constitutes a conflict of interest in item 1.b. and (C)(j) and the reason for his declaration is he is directly involved in the item being discussed. He will leave the room during the discussion of this item, in accordance with Section 101(1) and (2) of the *Community Charter*.

4. **Disclosures of Interests Affecting Impartiality**

Director Richard Hall disclosed that, with regard to the matter in item (C)(f), he has an association with the applicant (or person seeking a decision). As a consequence, there may be a perception that his impartiality on the matter may be affected. He declared that he will leave the room during the discussion of this item.

(A) IN CAMERA MATTERS This item moved after Part II, 1.Delegations a.& b.

a) Matters Brought out of Camera

The process for interviews of Chief Administrative Officer candidates was determined and will commence in early June.

(B) ADOPTION OF MINUTES

a) Regular Board Meeting, April 13, 2017

17-05-02 M/S Directors Schooner/Johnson that the April 13, 2017 minutes be adopted as received.

CARRIED

PART II– PUBLIC CONSULTATION

1. Delegations – RCMP, Janis Jones and Vancouver Coastal Health, Liz Lodge

Janis Jones of the RCMP and Liz Lodge with public health at the Bella Coola General Hospital joined the meeting and provided a brief slide presentation on the opioid crisis in BC. They are in the process of advising people that fentanyl is now in Williams Lake. The biggest fear is overdosing and they are training community members about the symptoms of an opioid overdose and how to respond. Although the RCMP will handle the situation as a criminal investigation, there is a high risk for first responders and contamination, which can be deadly.

Used medically, fentanyl is a powerful and potent pain medication but represents a clear danger for recreational users as there is no way of monitoring how much of it is in street drugs. It is both physiologically and psychologically addictive. Naloxone will reverse the symptoms of an overdose and kits and injection procedures are available at the hospital and at the Nuxalk Administration office. RCMP members here also carry two nasal kits, which have the same effect. Naloxone can be effective for 20-90 minutes and sometimes two doses may be required. It is important that individuals be taken to the nearest hospital immediately. There will be a training session coming up in 2 weeks at the Nuxalk Nation office.

Anyone can call 8-1-1 from anywhere in BC to speak with a nurse from HealthLink BC for more information on fentanyl and naloxone. Pamphlets are also available at Bella Coola General Hospital which explain stimulant and opioid overdoses, including harm reduction.

The Chair thanked Ms. Jones and Ms. Lodge for the timely information and they left the meeting.

2. Delegations – Chief Rose Hanuse Hackett, Robert Duncan, Tribal Manager Wuikinuxv Nation (& assistant project manager) and John Ebell, Project Manager, Barkley Group, Nicknaquet River Hydropower Project

John Ebell joined the meeting in person and Chief Hanuse Hackett and Mr. Duncan joined by phone. Director Johnson, having earlier declared a conflict, left the meeting. The Operations Manager and the Community Economic Development Officer attended the presentation.

Chief Hanuse Hackett provided an introduction regarding the hydro project being developed in Wuikinuxv where approximately 70 residents have relied on diesel power generation since the early 1960s. Over \$700,000 is spent on this fuel annually. They were at the meeting to request that the CCRD support and sponsor an application to the Strategic Priority Fund to seek grant funding for this project.

Mr. Ebell provided an overview and slide presentation of the small run-of-river hydropower facility (350 kW) proposed on the Nicknaquet River. The design includes capability of accommodating a second generator to a maximum of 700 kW for future energy needs. There are many sensitivities in the area but the project has been designed to be economically viable and preserve the sensitivities, such as forest and animal habitat. Phase II will begin in June and they hope to be operating by December 2017. For Phase II they are requesting CCRD sponsor an application to the Strategic Priorities Fund for grant funding in the amount of \$4.2M, with the remainder coming from Indigenous and Northern Affairs Canada (INAC).

Mr. Duncan spoke in summary that the project will realize significant savings for Nation members. It is a pilot project and will be used as a model for other First Nation communities so many people are watching the progress. This is a critical project for the Nation going forward and also provides employment opportunities in the community. They are also looking at ways and means for opportunities to supply power to other areas in Rivers Inlet as they do not need all 350 kW right now. This is also about building relationships and other opportunities for the Nation.

Chair Sayers expressed how impressive it is to see a project like this happening in our region. She went on to explain that within any regional district only two projects can be supported through the Strategic Priorities Fund. The Board of Directors has already approved Centennial Pool as one application and the other, on today's agenda, is the Shearwater/Denny Island Water System.

The Chair thanked the group for a presentation well-done and the Board would have a good discussion about it later. See *item (C)(j)* The call ended and Mr. Ebell left the meeting.

Director Johnson rejoined the meeting.

Motion to Go In-Camera

- 17-05-03** M/S Directors R.Hall/Schooner that the meeting move to in camera for the consideration of an item under section 90(1)(a) of the Community Charter (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 person appointed by the Municipality) and Section 90(1)(e) relating to the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interest of the municipality.

CARRIED

The Regular Meeting resumed at 12:05 p.m.

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

- a) Acting Chief Administrative Officer's Report dated May 4, 2017.

- 17-05-04** M/S Directors Johnson/T. Hall that the Acting Chief Administrative Officer's Report dated May 4, 2017 be received.

CARRIED

Chair Sayers and Director Schooner declared a conflict and disclosed that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the *Community Charter* that they have a direct pecuniary interest that constitutes a conflict of interest in item (C)(a) and the reason for the declaration is they are directly involved in the item being discussed. Chair Sayers and Director Schooner left the room during the discussion of this item, in accordance with Section 101(1) and (2) of the *Community Charter*.

The Acting CAO updated the remaining directors with regard to the significant amount of time expended by Director Sayers and Schooner to interview candidates for the CAO position. The Board was asked to consider compensating them for their time, an expense that can be accommodated in the budget.

- 17-05-05** M/S Directors R. Hall/T.Hall 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 \$750 each representing 5, 8-hour days in 2017.

CARRIED

Since the passing of the former Bella Coola representative on the North and Central Coast Ferry Advisory Committee, an expression of interest was received from Mr. Pete Kovanda.

- 17-05-06** M/S Directors Johnson/Schooner that the board of directors submit the name of Pete Kovanda to act as the Bella Coola representative on the North and Central Coast Ferry Advisory Committee until term expiry in December 2018.

CARRIED

RECESS

The regular meeting resumed at 12:36 p.m.

- b) Acting Chief Administrative Officer's Report CCRD Governance & Service Delivery Study.

- 17-05-07** M/S Directors R.Hall/Schooner that the Central Coast Regional District Governance and Service Delivery Study dated April 26, 2017 be received and endorsed.

CARRIED

- 17-05-08** M/S Directors Sayers/Schooner that the CCRD issue a statement to accompany the endorsed Service Delivery and Governance Study dated April 26, 2017.

CARRIED

A draft statement will be brought to the June board meeting for the board's consideration.

Financial Services

- c) Financial Report Budget vs Actual January – April 2017, report dated May 4, 2017.

17-05-09 M/S Directors R. Hall/T. Hall that the Financial Report Budget vs Actual January – April 2017, dated May 4, 2017, be received.

CARRIED

- d) Climate Action Revenue Incentive (CARIP) Public Report for 2016.

17-05-10 M/S Directors Johnson/R. Hall that the Climate Action Revenue Incentive (CARIP) Public Report for 2016 be received and made public pursuant to the requirements of the Province of BC.

CARRIED

Development Services

- e) Community Economic Development Officer Report, dated May 4, 2017.

17-05-11 M/S Directors R. Hall/Schooner that the Community Economic Development Report dated May 4, 2017 be received.

CARRIED

17-05-12 M/S Directors Schooner/R. Hall that Rodney Krimmer and Robert Duncan's Expressions of Interest to participate in the Economic Development Advisory Committee (EDAC) be received and that the Board appoints Rodney Krimmer and Robert Duncan to the EDAC, both terms to expire Dec 31, 2017 at which time they may be eligible for re-appointment.

CARRIED

- f) BC Rural Dividend Fund Report, dated May 4, 2017.

Having already declared a conflict, Director Richard Hall left the meeting.

17-05-13 M/S Directors Johnson/Schooner that the BC Rural Dividend Fund Report, dated May 4, 2017 be received.

CARRIED

17-05-14 M/S Directors Johnson/Schooner that an application be made to the BC Rural Dividend Fund for a Strategic Economic Land Availability Assessment for the May 2017 intake.

CARRIED

17-05-15 M/S Directors Johnson/Schooner that the request, sent on behalf of Nuxalk Nation, dated Thursday April 27th 2017 be received and the Regional District enter into a partnership with the Nuxalk Nation, and provide a partnership letter confirming CCRDs role and commitment to the Nuxalk Pathway to Aboriginal Tourism Project, in relation to the BC Rural Dividend Fund application, provided that there are no direct costs associated with the partnership that are not contemplated in the financial plan.

CARRIED

17-05-16 M/S Directors Johnson/R. Hall that the request, sent by Community Futures Cariboo Chilcotin, dated Tuesday April 25th 2017 be received, and that a letter of support be written and provided to Community Futures Cariboo Chilcotin in regards to their application for the May 2017 BC Rural Dividend Fund intake.

CARRIED

Director Richard Hall rejoined the meeting.

g) Land Use Planning Report dated May 4, 2017.

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

17-05-17 M/S Directors R. Hall/Johnson that the Land Use Planning Report dated May 4, 2017, be received.

CARRIED

Operations

h) Operations Manager Report dated May 4, 2017.

17-05-18 M/S Directors Johnson/Schooner that the Operations Manager's report dated May 4, 2017, be received.

CARRIED

Operations Manager, Ken McIlwain, joined the meeting and provided an update on repairs to the swimming pool liner. In preparation for a grant application to the Strategic Priorities Fund, Architect Bruce Carscadden and engineering firm Urban Systems have been retained to further develop renovation plans and related costs. The Centennial Pool Commission has also expressed specific items be incorporated and these will be submitted for the overall design. Urban Systems will be providing support around asset management analysis of the proposed upgrades.

i) Shearwater/Denny Island Water System Strategic Priorities Fund Grant Application.

Director Johnson, having already declared a conflict, left the meeting.

See related item – 2. Delegations

The CAO provided an overview of the Strategic Priorities Fund and that only two applications are allowed per regional district. The board has already approved an application for the Centennial Pool and will be considering the Shearwater/Denny Island Water System application. The Wuikinuxv Nation has been apprised of the situation. There is no indication from the Province that the Strategic Priorities Fund will continue beyond the current intake.

The Operations Manager provided an overview of the Shearwater/Denny Island Water System project and explained the progress to date and how this fund will allow leveraging of a contribution going forward and the steps SD49 have already taken installing wells. The project would not be able to proceed without this funding. In 2014, CCRD applied to the Strategic Priority Fund for Shearwater Water and it remains in the CCRD's Strategic Plan. The Operations Manager explained Shearwater

Marine has successfully drilled two wells to service their commercial property. This service does not extend up to the school and the general residential community. Should the project move forward, a Local Service Area would be established and operated by the CCRD with agreements put into place for users.

17-05-19 M/S Directors R. Hall/ Sayers that the CCRD Board of Directors approve CCRD administration to submit a grant application to Strategic Priorities Fund for construction of the Shearwater/Denny Island Water System.

CARRIED

j) Wuikinuxv Nation – Strategic Priorities Fund, report dated May 4, 2017.

The Chair expressed to the Wuikinuxv Nation that the CCRD is available to support their hydro project in other ways and welcome other avenues to assist and back the project.

The Operations Manager left the meeting.

Director Johnson rejoined the meeting.

Leisure Services Commissions

k) Centennial Pool Commission minutes dated April 18, 2017.

17-05-20 M/S Directors Schooner/T. Hall that the Centennial Pool Commission minutes dated April 18, 2017 be received.

CARRIED

Protective Services

l) Assistant Emergency Program Coordinator 2017.

A meeting of the Emergency Executive Committee will be held on May 25th at 3:00pm.

17-05-21 M/S Directors Schooner/R. Hall that the Assistant Emergency Program Coordinator, Emergency Program Report dated May 4, 2017, be received

CARRIED

Transportation Services

m) Transportation report dated May 4, 2017.

17-05-22 M/S Directors R. Hall/Schooner that the Transportation report dated May 4, 2017, be received.

CARRIED

17-05-23 M/S Directors R. Hall/Johnson that Bella Coola Airport Lot 7 lease, which expires May 31, 2017, be assigned from Stephanie Quinn to 1107544 B.C. Ltd. and that the CCRD enter into a new lease agreement for Lot 7 at the Bella Coola Airport with 1107544 B.C. Ltd.

CARRIED

Operations Manager, Ken McIlwain, joined the meeting to answer a question about the location of Bella Coola Airport Lot 7 and then left the meeting.

(D) EXECUTIVE REPORTS

- a) Chair and Electoral Area C Report (see below-Area C)
- b) Electoral Area Reports
 - i. Area A – No report
 - ii. Area B-Travis Hall thanked everyone for their patience when he comes in as an alternate director and appreciates everyone at the CCRD who sends him updates on Regional District business. He hopes to improve his dialogue with Director Moody-Humchitt in preparation for meetings. Director Sayers invited him to call on her with any questions.
 - iii. Area C- When Chair Sayers was at the AVICC last month she was asked to receive an award for Bella Bella Passive House, presented by the Canadian Wood Council. Alternate Director Travis Hall will take the plaque to Bella Bella to hang in the building.
 - iv. Area D-No report
 - v. Area E- Directors Schooner asked about the June Province-Wide Community to Community Forum. Chair Sayers explained there is a province-wide forum coming up in Vancouver next month.

17-05-24 M/S Directors Sayers/R. Hall that the CCRD support attendance by Samuel Schooner at the Province-wide Community to Community Forum to be held in Vancouver June 6, 2017.

CARRIED

(E) BYLAWS AND POLICIES –

- a) Central Coast Regional District Bylaw No. 474, cited as the Centennial Pool Rates and Charges Bylaw No. 474, 2017, to repeal Bylaw No. 460 Centennial Pool Rates and Charges 2016.

17-05-25 M/S Directors R. Hall/Johnson that Bylaw No. 474, cited as the Centennial Pool Rates and Charges Bylaw No. 474, 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

PART IV– GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE - None

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 1:58 p.m.

Chair

Chief Administrative Officer



CENTRAL COAST REGIONAL DISTRICT

DATE: June 01, 2017
TO: Chair Alison Sayers and Board of Directors
FROM: Donna Mikkelson, Acting CAO
SUBJECT: Administration Report – June 2017

RECOMMENDATION: None.

STRATEGIC PLANNING

The 2017 Strategic Priorities and Goals:

Factor/Progress Update	Measure/Goal
<p>40% Airport Management</p> <p>1(a) Awaiting approval of the Licence of Occupation Other engineering completed. 1(b) Completed using registered contractors. 1(c) In progress. On target. 1(d) No progress – grant extension approved if necessary for seeding in spring 2018.</p> <p>2. Letter of support received from Nuxalk Nation regarding licence of occupation and project as a whole. Confirmed Nuxalk Nation involvement going back to early October 2016. Copy of draft Airport Master Plan delivered to Nuxalk Nation Administration.</p> <p>3. Minimal progress.</p> <p>4. No action. Not a priority in terms of the whole project scope, and no word that a paving crew will be in the valley this summer.</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 b) Tendering Process – complete by 30 April 2017 c) Falling and Clearing Obstacles – complete by 30 September 2017 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>

Board Meeting
JUN 08 2017
CCRD ITEM C(a)



<p>35% Centennial Swimming Pool upgrade</p> <ol style="list-style-type: none"> 1. Liner option study completed. Repairs and replacement of liner underway. 2. Conceptual design complete. 3. In progress. 4. Await results of grant application to Strategic Priority Fund. 5. Strategic Priority Fund grant application submitted by the deadline. 6. No progress. 	<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> <ol style="list-style-type: none"> 1. ToR to be finalized and presented to the board at the July meeting for approval. 2. In progress 3. Scheduled to be held in conjunction with the October board meeting. 	<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

Board Meeting

All action items from the May 11th, 2017 board meeting have been completed with the exception of:

Funding for emergency management initiatives (April board meeting) is still a work in progress. The task had been delegated for discussion by the Emergency Executive Committee. The Committee met on May 25th but there weren't enough participants to have a meaningful conversation. (See EEC minutes elsewhere on the agenda.) Another meeting is scheduled to be held in June.

July Board Meeting

A reminder that the July 20th meeting of the board is scheduled to be held in Ocean Falls. Arrangements for flights and meals are currently underway and the community has been contacted for meaningful interaction. We have under budgeted the cost of flights.

Alternate Directors – REMINDER NOTICE

Pursuant to section 755 of the *Local Government Act*, all directors are required to appoint an alternate director. They are also required to obtain signatures from two duly qualified

electors who reside in their area, consenting to the appointment. There are 2 alternate directors still not appointed. Please request a copy of the form from Wendy which needs to be completed and submitted.

Advocacy

Ser. Justin Thiessen of the RCMP has left the community. His replacement has been requested to continue with quarterly reports to the board of directors. A letter of thanks was sent to Ser. Thiessen on behalf of the board.

A partnership letter with the Nuxalk Nation for the “Nuxalk Pathway to Aboriginal Tourism Project” was finalized according to the May board resolution, with reference to the regional district’s Integrated Strategic Plan and the Community Economic Development Operating Plan 2016-2019, and forwarded in support of their application to the BC Rural Dividend Program.

A letter of support was developed for the Wuikinuxv Nation’s Nicknaqueet River Hydropower Project based on the results of the May board meeting. Because the board could not provide support for the Strategic Priorities Fund application, the Nation instead directed their application to the BC Rural Dividend Program.

GOVERNANCE MATTERS

Governance & Service Delivery Study

Ongoing discussions with the Ministry of Community, Sport and Cultural Development. This project will not proceed to “Phase II” until a new Chief Administrative Officer is in place.

UBCM Community to Community Forum

The Union of BC Municipalities has announced an intake for the new round of 2017/2018 funding for regional community to community forums. The goal is to increase understanding and improve overall relations between First Nations and local governments.

Respectfully Submitted,



Donna Mikkelson, Acting CAO

INTENTIONALLY
BLANK

Board Meeting
JUN 08 2017
CCRD ITEM C(b)



CENTRAL COAST REGIONAL DISTRICT

DATE: June 01, 2017
TO: Chair Alison Sayers and Board of Directors
FROM: Acting Chief Administrative Officer
SUBJECT: Resignation of Director, Electoral Area B

RECOMMENDATION: That the Central Coast Regional District, having duly received the resignation of Reg Moody dated June 01, 2017, begin the by-election process pursuant to the *Local Government Act* and further, that Cheryl Waugh be appointed as Chief Election Officer and Wendy Kingsley as Deputy Election Officer to fill the vacant seat on the board of directors.

Attached is a letter of resignation from Electoral Area B Director, Reg Moody. According to the *Local Government Act*, the board must appoint a Chief Election Officer and a Deputy Election Officer in order to begin the process of replacing him.

Administration recognizes the long standing relationship Director has had with the Central Coast Regional District. He was first elected to the board in 2003 and he served for a period of two years. He rejoined the board of directors in 2012 and has served until his resignation in 2017. Reg also served as board chair in 2013, 2014 and 2015.

Respectfully Submitted,

Donna Mikkelson, CFO

Board Meeting
JUN 08 2017
CCRD ITEM C(c)

RECEIVED

JUN 01 2017

Central Coast Regional District

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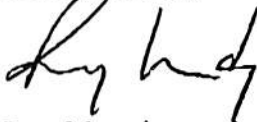
Subject: Reg Moody - Resignation

Dear Chair Allison

This is to formally notify you that I am ending my tenure as a Board member of the Central Coast Regional District as of today June 1, 2017.

I appreciate the opportunities I've had while with the Regional District over these year and thank you for the support you have provided during my tenure here.

Best Regards,



Reg Moody

P.O. Box 904 Bella Bella BC V0T1Z0

Tel: 250-957-7977

Email: regmoody1964@gmail.com



CENTRAL COAST REGIONAL DISTRICT

DATE: June 01, 2017
CC: Chair Alison Sayers and Board of Directors
FROM: Donna Mikkelson, Chief Financial Officer
SUBJECT: Board Remuneration and Expenses Bylaw

RECOMMENDATION: That the Board Remuneration and Expenses Bylaw report prepared by the Chief Financial Officer be received, and that ...

Attached is the regional district's Board Remuneration and Expenses Bylaw No. 442, 2014 which is scheduled for review and/or amendment in 2017.

The Comox Valley Regional District has recently (May 2017) completed a thorough review of board remuneration for regional districts in the province, and the results are timely for our bylaw review this year.

While a more comprehensive review of all regional district bylaws is contemplated (if necessary), it is evident that the Central Coast Regional District board remuneration bylaw is lacking in terms of annual remuneration paid to directors. (The CCRD is in 19th place out of 19.) However, it is noted that in terms of examining the results of annual board remuneration as a percentage of the annual budget, our rate is in the top 7 of 19 regional districts.

Regional districts have varied bylaws and policies in the matter of board remuneration and expense. Some bylaws are 3 pages, some are 12; some regional districts pay an annual stipend, some pay per meeting and some pay according to the population count they represent. Some pay hourly rates for travel, some pay by kilometer.

Directors are advised that Bylaw No. 442, 2014 is coming up for review at a future board meeting. In order to better prepare, Administration is seeking comment from the board in terms of proposed amendments which may include: guiding principles, definitions, alternate directors, chair, vice-chair, committees, external appointments, types of expenses, or any other matter related to director remuneration or expenses. No decision is required at this time.

Respectfully Submitted,

Donna Mikkelson, CFO

Board Meeting
JUN 08 2017
CCRD ITEM C(d)

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 442, 2014

CCRD BOARD REMUNERATION AND EXPENSES BYLAW

Being a bylaw to rescind and replace the CCRD Remuneration and Expenses Bylaw No. 433, 2014;

WHEREAS the Board of Directors of the Central Coast Regional District is authorised by ~~section 794 of the Local Government Act~~ and section 122 of the Community Charter to exercise powers by bylaw or resolution, and accordingly have determined to provide for the payment of remuneration and expenses to the Board associated with carrying out regional district business, provided such remuneration is consistent with the annual financial plan;

AND WHEREAS the board of directors has deemed it necessary to update the rate structure and expenses allowed from time to time;

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

1. Bylaw 433 cited as the "CCRD Remuneration and Expenses Bylaw No. 433, 2014" is hereby rescinded.
2. Remuneration shall be paid to members of the Regional Board consistent with Schedule 'A' attached hereto and forming part of this bylaw;
3. This bylaw may be cited as "CCRD Board Remuneration and Expenses Bylaw No. 442, 2014".

READ A FIRST, SECOND AND THIRD time this 13th day of November, 2014.

ADOPTED this 11th day of December, 2014

Chair

Corporate Administrator

"Certified a true copy of Bylaw No. 442, 2014 cited as the "CCRD Board Remuneration and Expenses Bylaw No. 442, 2014" as adopted on _____."

Corporate Administrator

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 442
CCRD BOARD REMUNERATION AND EXPENSES BYLAW
SCHEDULE 'A'

1. BOARD MEMBER REMUNERATION:

- a) Monthly Allowance: Chair.....\$400.00
CCRHD Chair\$75.00
- b) Board Meeting Stipend: Vice Chair (when acting as Chair)..... \$350.00
Director (or alternate director).....\$300.00
- c) Local Work Assignments (beyond regular Board meetings and Commission, Committee or Society meetings, and for which a prior consensus of the Board has been reached):

Half Day (the definition of half day is at the discretion of the Board)\$ 75.00
Full Day (the definition of full day is at the discretion of the Board)\$150.00
- d) Attendance at Conventions (AVICC, UBCM, etc): Per Day.....\$200.00
- e) Out of Town Representation: Per Day.....\$200.00
- f) Travel for Out of Town Representation: Per Half Day.....\$100.00
Per Full Day.....\$200.00

2. REIMBURSEMENT FOR EXPENSES:

- a) All reasonable expenses incurred for travel and accommodation shall be reimbursed as per receipts submitted.
- b) The daily allowance for meals includes \$15.00 for breakfast, \$18.00 for lunch and \$25.00 for the evening meal.

In order to claim a meal allowance, the Director must be away from home on regional district business for the entire period noted beside the applicable meal. (There will be no reimbursement for alcoholic beverages).

When meals are provided at conferences or meetings, no meal allowance is to be claimed for those meals which were consumed.

- c) Notwithstanding Section 1, automobile travel outside the regional district for out of town representation shall be reimbursed as per Canada Revenue Agency's Automobile Allowance Rates.

The amount compensated for automobile travel shall not exceed the amount that would be compensated for air travel to the same destination.

Where travel expense is reimbursed to this office that exceeds our kilometre rate, our kilometre rate shall be used for reimbursement to directors or committee/commission members. Any remaining balances will be credited to the administrative travel account.

- d) For attendance at conventions, if requested, an advance may be made.
- e) Notwithstanding the provisions herein, in recognition of the travel incurred within the electoral areas and within the regional district on regional district business, the Directors for Electoral Areas B, C, D and E shall be paid \$100.00 per month. The Director for Electoral Area A shall be paid \$150.00 per month in recognition of larger area within Area A to be covered when undertaking electoral area regional district business.

Alternate directors will not be compensated for travel incurred within the electoral areas and within the regional district.

- f) The sum of \$300.00 will be paid to each director annually, in May, in recognition of costs associated with paper and printer supplies.
- g) The sum of \$25.00 per month will be paid to each director in recognition of the costs associated with personal cellular phone use.
- h) The sum of \$50.00 per month will be paid to the Chair in recognition of the costs associated with personal cellular phone use.
- i) Reimbursement for remuneration and expenses shall be made only upon the submission of a signed expense voucher in the format approved by the Chief Financial Officer.

For clarity, directors are paid the following items on board meeting day and signed expense vouchers are not required for reimbursement:

- i. 1(a) Board meeting stipend;
- ii. 2(e) travel within the regional district;
- iii. 2(f) costs associated with paper and printing supplies;
- iv. 2(g) the directors' cellular phone allowance;
- v. 2(h) the Chair's cellular phone allowance.



CENTRAL COAST REGIONAL DISTRICT

DATE: June 01, 2017

CC: Chair Alison Sayers and Board of Directors

FROM: Donna Mikkelson, Chief Financial Officer/Acting Chief Administrative Officer

SUBJECT: Heiltsuk Heat Pump Initiative Project – Application to NDI

RECOMMENDATION: That the Central Coast Regional District supports the application to Northern Development Initiative Trust from the Heiltsuk Tribal Council for a grant up to \$250,000 for the “Community Heating Systems Economic Diversification Investment Project” from the Economic Diversification Infrastructure account.

Attached is a background report provided by Graham Anderson on behalf of the Heiltsuk Tribal Council regarding the Heiltsuk Heat Pump Initiative Project. This project includes the opportunity for energy and cost savings by installing heat pumps in all 400 homes.

They are submitting an application to the Northern Development Initiative Trust for a portion of the cost. The regional district has previously supported the initial Business Case Analysis for this project.

Respectfully Submitted,

Donna Mikkelson, CFO

<p>Board Meeting</p> <p>JUN 08 2017</p> <p>CCRD ITEM <u>C(e)</u></p>
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May 31, 2017

21



Heiltsuk Heat Pump Initiative Project Background:

There are roughly 500 homes and buildings in Bella Bella, and the vast majority currently rely on Oil Furnaces as their primary source of heat. Ecotrust Canada, Heiltsuk Tribal Council, and Heiltsuk Economic Development Corporation have partnered to explore the potential for Heat Pumps to more effectively meet the community's heating needs while reducing energy costs for residents and supporting local economic development.

Through the Spring this year we have been conducting a Business Case Analysis to assess the potential opportunity for energy and cost savings from heat pump installations throughout Bella Bella homes. Our initial results estimate that Ductless Heat Pump installation will cost \$4,500 - \$7,000 per home and can save residents up to \$1,500 per year on fuel costs while saving the municipality up to \$900 per year for each home through reduced maintenance and system replacement costs. When combined, these annual savings suggest a payback period of 2 to 3.1 Years for this investment.

Notably, there is significant surplus electricity in Bella Bella from the nearby Hydro plant in Ocean Falls, and this power is available at a unique flat rate of roughly \$0.10/kWh from BC Hydro. At the same time, fossil fuel prices in Bella Bella are significantly higher than other communities due to the cost of transportation to the remote community. Both of these factors contribute to the relatively strong business case for this project in the context of Bella Bella's locally available energy sources.

Outcomes this year will include the design of a replicable system for successful installations throughout Bella Bella, training for community members to complete installations, and development of funding and financing mechanisms to support heat pump installations throughout all 400 homes. The community will simultaneously pursue opportunities to reduce energy consumption through other energy conservation measures such as improved insulation and weather-stripping, and we will seek to integrate these activities with the Heat Pump installations to provide a broader array of capacity-building and energy-saving opportunities to community members.

Northern Development Initiative Trust Application

In October 2016, Central Coast Regional District provided a Resolution to support a successful application to Northern Development Initiative Trust (NDIT) to support an initial Business Case Analysis for this project.

We will be submitting a number of funding applications in order to provide resources for Community Engagement, Project & Business Planning, and the execution of a Demonstration project in Fall, 2017. Northern Development Initiative Trust's Economic Diversification Infrastructure fund could provide up to \$250,000 to support project investment in Heat Pump equipment and Installations. We will likely pursue an application to NDIT for this fund, targeting the August 11th Funding Deadline. In order to proceed with this application, we will again require a Resolution of Support from Central Coast Regional District.





CENTRAL COAST REGIONAL DISTRICT

DATE: June 01, 2017

TO: Board of Directors

FROM: Donna Mikkelson, Chief Financial Officer

SUBJECT: Filing Under the Financial Information Act – SOFI 2016

RECOMMENDATION:

THAT the Statement of Financial Information (SOFI) prepared by the Chief Financial Officer pursuant to *Financial Information Act (FIA)* for the year ended December 31, 2016 be approved and submitted to the Ministry of Community, Sport and Cultural Development.

Attached please find the 2016 Financial Reporting required under the *Financial Information Act* which requires the approval of the board of directors. Once approved, it will be attached to a cover letter for the Ministry and accompanied by the Financial Information Regulation (FIR), Schedule 1, Checklist and the 2016 audited financial statements. The report, statements and checklist comprise the complete package to be submitted to the Ministry.

Please note that the signatures of the CAO and the Board Chair are required.

Of significance to the readers of this report, are the criteria used in determining the specifics of what expenditures constitute remuneration and expenses reported. The Regulations for this reporting vary from what other authorities may deem to be remuneration or expenses. For clarity, the following table provides the specifics in this regard:

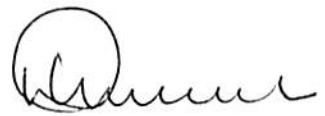
Board Meeting
JUN 08 2017
CCRD ITEM (15)

SCHEDULE OF REMUNERATION AND EXPENSES

Pursuant to the Financial Information Regulation, Schedule 1, Section 6

Remuneration	Salary, hourly wages (pool) including stat holiday and vacation pay, overtime
	Cell Phone allowance
	Directors per diem
	Directors meeting remuneration
	Cariboo Regional District portion of benefits which are taxable to employees (Life insurance)
	Medical Services Plan (MSP) premiums – taxable benefit
Expenses	Directors annual payment for printing supplies
	Directors monthly travel allowance
	Conventions & professional development conferences: accommodation, meals, airfares or other travel (per km), taxi fare, registration fees
NOT INCLUDED in above	Employers portion of Canada Pension Plan contributions (CPP) and Employment Insurance (EI) premiums
	Employers portion of Municipal Pension Plan (MPP) – taxable income in the future
	Cariboo Regional District benefits which are non taxable (extended health, dental , short and long term disability, health and AD&D)
	WorksafeBC premiums

Respectfully submitted,



Donna Mikkelson, CFO

CENTRAL COAST REGIONAL DISTRICT
 2016 FINANCIAL REPORTING – Filing under the Financial Information ACT (FIA)

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES PAID TO OR ON BEHALF OF EACH EMPLOYEE

FIR Schedule 1, sections 6(2), (3), (4), (5) and (6)

1. Elected Officials, Employees appointed by Cabinet and Members of the Board of Directors

Name	Position	Remuneration	Expenses
McCullagh, Catherine	Director, Area A	1,575	1,298
Coutts, Clinton	Alternate Director, Area A	1,200	-
Johnson, Frank	Director, Area A	1,425	350
Moody-Humchitt, Reg	Director, Area B	1,925	1,800
Sayers, Alison	Director, Area C	8,075	6,369
Krimmer, Alison	Alternate Director, Area C	300	-
Hall, Richard	Director, Area D	3,100	1,800
Hart, Randy	Alternate Director, Area D	300	-
Schooner, Sam	Director, Area E	2,400	1,800
Kirk, Courtney	Alternate Director, Area E	450	-
Total		\$20,750	\$13,417

**2. Other Employees (excluding those listed in Part 1 above)
 (List all employees, alphabetically, with remuneration and expenses exceeding \$75,000, excluding those listed in Section 1 above)**

Name	Position	Remuneration	Expenses
Blake, Darla	Chief Administrative Officer	122,580	10,530
Mcllwain, Ken	Public Works Manager	86,418	4,589
Consolidated total of other employees with remuneration and expenses of \$75,000 or less	All	268,440	21,274
Total Other Employees		\$477,438	\$36,393

3. Reconciliation

Total remuneration – elected officials, employees appointed by Cabinet and members of the Board of Directors	34,167
Total remuneration – other employees	513,831
Sub Total	547,998
Reconciling Items – Charter air travel to bring directors to board meetings	11,638
- Employer share of Municipal Pension Plan, CPP, EI and WorksafeBC premiums and employee benefits not included in above, but included in financial statements	50,446
Total per Statement of Revenue and Expenditure (Dir Expense & Wages)	\$610,082

CENTRAL COAST REGIONAL DISTRICT
2016 FINANCIAL REPORTING

SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

Supplier Name	Aggregate amount paid to supplier
Carey Mclver & Associates	36,647
CU Mastercard	56,401
Diesel Cowboy Transport	25,048
Don Nygaard & Son Ltd	229,864
Leftside Partners Inc	41,427
Mikk's Admin Services	79,582
Municipal Finance Authority	28,007
Municipal Insurance Association	25,659
Municipal Pension Plan – Company portion	40,433
Peters Bros. Construction Ltd	46,179
Receiver General – Co. portion of EI, CPP	25,275
Span Master	341,596
Tetra Tech EBA Inc.	52,395
Vancouver Island Regional Library	51,256
Wilmax Electric	42,153
Total Aggregate amount paid to suppliers (A)	\$1,121,922

2. Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less

(B)	\$379,183
-----	-----------

3. Total of payments to suppliers for grants and contributions exceeding \$25,000

Consolidated total of grants exceeding \$25,000	0
Consolidated total of contributions exceeding \$25,000	0
Consolidated total of all grants and contributions exceeding \$25,000 (C)	\$ 0

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers (A)	1,121,922
Consolidated total of payments of \$25,000 or less paid to suppliers (B)	379,183
Consolidated total of all grants and contributions exceeding \$25,000 (C)	0
Reconciling Items - (Wages and Related Costs)	610,082
- Transfer to Asset Replacement Fund	30,254
- Transfer to Landfill post closure fund	30,000
- Amortization	120,620
Total per Statement of Operations (Consolidated + B, F, H, K)	\$2,292,061

CENTRAL COAST REGIONAL DISTRICT
2016 Financial Reporting

STATEMENT OF SEVERANCE AGREEMENTS

Fir, schedule 1, subsection 6(7)

There were no severance agreements made between the Central Coast Regional District and its non-unionized employees for the year ended December 31, 2016.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

FIR, Schedule 1, section 5

The Central Coast Regional District has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

CENTRAL COAST REGIONAL DISTRICT
FINANCIAL REPORTING FOR THE YEAR ENDED DECEMBER 31, 2016

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned represents the Board of Directors of the Central Coast Regional District and approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Chair Alison Sayers
June 08, 2017

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Donna Mikkelson
Officer Assigned Responsibility for
Financial Administration under the
Local Government Act.

CENTRAL COAST REGIONAL DISTRICT
2016 FINANCIAL REPORTING

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management’s responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors is responsible to ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility through meetings with management and with the auditors.

The external auditors, PMT Chartered Accountants, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the regional district’s system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The auditors have full and free access to the Board of Directors and meet annually.

On behalf of the CENTRAL COAST REGIONAL DISTRICT

Donna Mikkelson, CFO
Officer Assigned Responsibility for
Financial Administration

Donna Mikkelson, Acting CAO
Officer Assigned Responsibility for
Corporate Administration

Donna Mikkelson

From: Municipal Finance Authority of BC <noreply@surveypal.net>
Sent: May-04-17 11:03 AM
To: cfo@ccrd-bc.ca
Subject: MFABC Survey - Socially Responsible Investing (SRI)

INSTRUCTIONS

The Municipal Finance Authority of British Columbia requests feedback from all Regional Districts and Municipalities as to their interest in an SRI-type pooled investment fund option. This survey has been sent to every Regional District and Municipality and addressed to each MFA Member representative, Mayor, Chair, CAO, CFO, and to selected local government investment professionals. We ask that there be only one submission per municipality/regional district. Please discuss this issue within your municipality or regional district and select one individual to submit a response on behalf of your organization. The deadline to complete the survey is 6PM PST June 16, 2017.

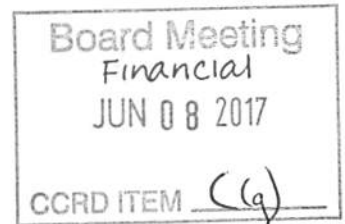
Please click here to complete the survey: [Socially Responsible Investing Survey](#).

BACKGROUND

In common with many public institutions, the MFA has been approached with requests to divest our Pooled Investment Fund Program of fossil-fuel related investments. As previously communicated (see: <http://bit.ly/2pLx1EG>), the MFA believes that the narrow approach of divesting from fossil-fuel related investments is not feasible. However, the MFA is open to exploring a broader, “Socially Responsible Investing” (SRI) based approach to investment management.

Socially responsible investing may be defined as an investment strategy which seeks to consider both financial return and social good to bring about social change. SRI funds may use negative and/or positive screens of environmental, social, and governance risks to align a portfolio to specific values. This approach does come with potential negative financial trade-offs, as discussed in detail at a panel discussion on Socially Responsible Investing at our 2017 Financial Forum on March 29th (see: <http://bit.ly/2q34JX2>). These negative trade-offs can include, but are not limited to:

- Increased cost and complexity of managing an SRI type fund
- Reduced diversification
- Reduced liquidity
- Uncertainty surrounding the concept of “fiduciary responsibilities” in this context



At the 2017 Financial Forum and Annual General Meeting, it was announced that the MFA would be evaluating the possibility of creating a new SRI-based pooled investment fund. As a follow-up to that announcement, this survey has been designed to gauge the general level of interest in the establishment of an SRI-based pooled investment fund.

Questions? Please contact:

Renata N. Hale, BAccS, CPA, CGA
Manager of Strategic Initiatives
Municipal Finance Authority of British Columbia
Unit 217 – 3680 Uptown Boulevard, Victoria, BC V8Z 0B9
P: 250.419.4770 | Web: mfa.bc.ca

CivicInfo BC, 203 - 4475 Viewmont Avenue, V8Z 6L 8 Victoria, Canada
Don't want to get these surveys? [Unsubscribe](#)



Socially Responsible Investing

Survey Instructions

Each BC local government may submit only ONE (1) survey. To submit a response, you must provide your contact information **and** you must acknowledge that you are the person authorized to respond to the survey on behalf of your local government.

Local Government*

Choose option... *Central Coast Regional District* ▼

Your Name*

Donna Mikkelsen

Position or Job Title*

Chief Financial Officer

Board Meeting

JUN 08 2017

CCRD ITEM _____

Email Address*

Phone Number*

Acknowledgement*

I am the person authorized to submit this survey on behalf of my local government.

Question 1*

Would your Municipality / Regional District be interested in investing in a socially responsible pooled investment fund if offered by the Municipal Finance Authority of BC? (If "No" is selected, you may skip to Question 4.)

- Yes
- No

Question 2

Would your organization accept the following requirements of participation in a socially responsible (SRI) fund:

- a) Funds must remain on deposit for a minimum period of 3 years to allow the fund to defray costs and ensure viability.
- b) Confirm your understanding that an SRI-type fund has reduced diversification and attracts higher fees relative to traditional pooled funds.
- c) Confirm commitment, prior to investing, either through a council resolution or an investment policy, that specifically allows for investment in an SRI-type fund.
- d) A representative from your organization must be willing to participate upon request in an “advisory group” to define the parameters of such a fund.

- Yes, agree to all.
- No.

Question 3

What is the dollar amount your organization would be willing to invest in an SRI fund?

Question 4

Do you have any additional comments you would like to share with the MFA about Socially Responsible Investing?

Submit

Save and resume later

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**CENTRAL COAST REGIONAL DISTRICT
COMMUNITY ECONOMIC DEVELOPMENT
JUNE 2017 REPORT**

DATE: June 1, 2017
TO: Donna Mikkelson, Acting CAO
CC: Chair Alison Sayers and Board members
FROM: Bridget Horel, Community Economic Development Officer
SUBJECT: Community Economic Development Monthly Report

RECOMMENDATIONS:

- 1. THAT the Economic Development Advisory Committee review the Committee Terms of Reference and advise staff of recommended changes for possible submission and approval by the CCRD Board of Directors.**
-

CCRD COMMUNITY ECONOMIC DEVELOPMENT HIGHLIGHTS

Economic Development Advisory Committee

The first Economic Development Advisory Committee (EDAC) meeting of 2017 was held May 25th 2017. Please find the meeting minutes elsewhere on the agenda. The Contract Grant Writer position, and draft 2017 Community Economic Development Operating Plan (including Contribution Agreements) were discussed. Members of EDAC expressed an interest in reviewing the structure and Terms of Reference for the committee to develop a format that is more reflective of the advisory role that EDAC plays.

The EDAC Terms of Reference were previously reviewed at the May 2015 CCRD Board Meeting.

Grant Writer

The job posting for the contract position has closed and candidates are being interviewed. Once the Contract Grant Writer is hired, advertising and reach out to community organizations will be done to raise awareness of the program. At the May 25th EDAC meeting, the CEDO worked with the EDAC to establish a framework for allocating the Grant Writer's time. This includes criteria that: projects must contribute to community economic development in the region; the organization is at an appropriate level of readiness to work with a grant writer (i.e. have someone who could work with the grant writer, have a clearly developed project, etc.); and projects must contribute to the ability to fulfil the NDIT requirements. A review of the framework and program will be done at the September 28, 2017 EDAC meeting.

Board Meeting
JUN 08 2017
CCRD ITEM C(h)

Denny Island Community Visioning

On June 8th the CEDO will be travelling to Denny Island to meet with residents, business owners, representatives from CCRD committees, and community members to learn more about the goals, visions, and objectives of the Denny Island community. The initial meeting will serve as an introduction as well as an opportunity to begin working in collaboration to establish a process and timeline for a community visioning exercise on Denny Island.

Love Central Coast

The CEDO has started reaching out to local, independent business owners to engage entrepreneurs in the Love Central Coast program. Recently, there have been two new applications to the program. During the June 8th visit to Denny Island, the CEDO will be discussing the Love Central Coast program with business owners to grow the number of businesses represented from the outer coast.

Regional Connectivity

The Canadian Radio-television and Telecommunications Commission (CRTC) currently has a Notice of Consultation open to solicit feedback about the development of the Commission's broadband funding regime - including its governance, operating, and accountability frameworks, as well as eligibility and assessment criteria for proposed projects. Feedback must be submitted by June 28 2017.

The Commission has stated the following guiding principles for the development of the broadband funding mechanism:

- the funding mechanism will focus on underserved areas in Canada;
- the Commission will attempt to align its funding mechanism with the broader ecosystem of current and future funding and investments; and
- to the greatest extent possible, the funding mechanism will be managed at arm's length, based on objective criteria, and will be administered in a manner that is transparent, fair, and efficient.

As identified in the Connectivity and Broadband report, dated March 2 2017, there is an opportunity to register any concerns the CCRD may have with structure such as the level of matching funds which may be required, eligibility by population, etc. The CEDO will be engaging with the CRTC consultation process either directly or through the Federation of Canadian Municipalities.

CCRD STRATEGIC INITIATIVES

Official Community Plan Update

2017 Strategic Priorities and Goals:

The CEDO and TLC have been working with Cariboo Regional District and a local GIS technician to begin mapping for the Official Community Plan Update. It was determined that, at this time, an application to the BC Rural Dividend Fund for a Strategic Economic Land Availability Assessment would *not* be submitted. A draft Terms of Reference and engagement strategy for the OCP update process will be presented for review at the July 2017 Board meeting.

A set of dates have been established for the first OCP Open House. The Planner will be in the Bella Coola Valley from October 10th-12th. With this timeframe, the OCP Open House can be held prior to the October 12th CCRD Board meeting and, the Planner can present the Board with an update and discussion of next steps.

Respectfully submitted,

Bridget Horel
Community Economic Development Officer