

**Central Coast Regional District  
Denny Island Recreation Commission Bylaw No. 458**

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Being a bylaw to amend and repeal Bylaw 441, cited as ““Denny Island Recreation Commission Bylaw No. 441, 2015””.

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**WHEREAS** the Central Coast Regional District has established by Bylaw 329 the Denny Island Recreation Service Area to provide recreation services to Electoral Area A; and

**AND WHEREAS** the Regional Board of the Central Coast Regional District deems it expedient to establish a Denny Island Recreation Commission to oversee the operations of the Denny Island Recreation Local Service Area;

**AND WHEREAS** the Regional Board of the Central Coast Regional District resolved by way of Resolution 16-03-17 to amend the membership of the Denny Island Recreation Commission to consist of four (4) members and the quorum to be three (3);

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

The Denny Island Recreation Commission is hereby established to be known as the Denny Island Recreation Commission being within and composed of Electoral Area A of the Central Coast Regional District.

This Bylaw may be cited for all purposes as the “Denny Island Recreation Commission Bylaw No. 458, 2016”.

**DEFINITIONS**

In this bylaw:  
**“Regional Board”** means the Board of Directors of the Central Coast Regional District.  
**“Regional District”** means the Central Coast Regional District (or CCRD).  
**“Commission”** means the Electoral Area A Denny Island Recreation Commission (or DIRC)

**TERMS OF REFERENCE FOR THE COMMISSION & ITS GOALS**

1. The Denny Island Recreation Commission (DIRC) is a volunteer commission of the Central Coast Regional District, which offers and supports recreational and leisure activities and programs for Denny Island and wider community.
2. The goals of the Commission are:
  - (a) To support inclusive recreational and leisure activities for the benefit of the community.
  - (b) To organise and inform the community of events planned by its members.
  - (c) To provide a forum for its members to share ideas and program information resources and explore areas of mutual interest.

Board Meeting  
 MAY 12 2016  
 CCRD ITEM E(a)

- (d) To promote the concepts that physical activity, educational opportunities through leisure activities and community involvement are vital to the health and well-being of a vibrant community.
- (e) The Commission shall conduct or have cause to have conducted, surveys of recreational facilities, programs and leadership in the best interest of the area and in accordance to the wishes of the Regional Board.

### **RIGHTS OF THE REGIONAL BOARD**

- 3. The powers delegated to the Commission shall not extend to or include any of the powers of the Regional Board which are exercised by bylaw only

### **MEMBERSHIP AND TERM**

- 4. The Denny Island Recreation Commission, hereinafter called the "Commission" shall consist of:
  - (a) One member may be appointed by the board of directors as their representative and
  - (b) Four members representing a cross section of individuals directly concerned with community recreation
- 5. For the purpose of obtaining the names of persons willing to serve on the Commission, the Regional District shall place an invitation on the local Denny Island bulletin board inviting those interested, to apply to the CCRD; the Regional District will also seek nominations from the Commission.
- 6. The Regional District Board shall review all applications and nominations for the Commission at the December meeting. All Commission members shall be appointed by resolution of the Board of Directors of the Central Coast Regional District.
- 7. The term of office of each member shall be for a period of two (2) years. However, the first term subsequent to the adoption of this bylaw, two (2) members shall serve for the term which expires December 31, 2016 and two (2) members shall service for the term which expires December 31, 2017.
- 8. Any appointed member who is absent from meetings of the Commission for two (2) consecutive meetings without leave of absence from the Commission or without reason satisfactory to the Board of Directors of the Regional District shall cease to be a member of the Commission.
- 9. The regional board of directors, upon a vacancy arising from any cause other than the expiration of a members term of office, upon recommendation of the Denny Island Recreation Commission, shall appoint a new member from Denny Island who shall serve for the unexpired portion of the term vacated.
- 10. Each retiring member of the Commission shall be eligible for reappointment, at the discretion of the Regional Board of Directors

- 11. The Electoral Area A Director or his/her alternate may attend meetings of the Commission.
- 12. A Regional District staff member will serve as a liaison between the Commission and the Board and will provide advice and technical support as required. The staff liaison will not be a member of the Commission and will not participate in voting and will not be included when determining a quorum (if attending the Commission meetings).
- 13. No member of the Commission shall receive any remuneration for services.

**MEETING PROCEDURES & CONDUCT**

- 14. At its first meeting of each year, the Commission shall elect from among its members, other than the Board appointed representative:
  - (a) A Chair who will preside over the meeting of the Commission, and a
  - (b) Secretary/Treasurer who will carry out the responsibilities described herein and other tasks as the Commission may prescribe.
- 15. In the absence of the Chair, the members present shall appoint a member to act as the Chair for that meeting or until the elected Chair returns.
- 16. The Commission shall hold regular meetings as they deem practical but not be less than four (4) times per year. Three (3) Commission members shall constitute a quorum.
- 17. The Chairman or any two members may summon a special meeting of the Commission by giving at least one (1) days' notice by phone or in writing to each member, stating the purpose for which the meeting is called.
- 18. Notice of Commission meetings will be posted on the local Denny Island Bulletin Board and the Denny Island Recreation Commission Facebook page.
- 19. Unless otherwise authorized by Section 90 of the *Community Charter*, all Commission meetings will be open to the public and held in a location accessible to the public.
- 20. Prior to each Commission meeting, the Chair, shall prepare an agenda which shall be circulated to the Commission members at least 24 hours in advance. The Commission may waive the requirement for advance notice of the agenda in emergency situations requiring a special meeting.
- 21. The Secretary/Treasurer shall prepare the minutes of the Commission meetings. Copies of the minutes shall be circulated to Commission members and forwarded to the Regional District staff liaison who shall carry out any actions required by the Regional District, including presenting to the Board any recommendations from the Commission the require a resolution by the Board of Directors.
- 22. The Commission may adopt rules of procedure which are consistent with the *Local Government Act*, the *Community Charter* and the CCRD Meetings Procedures Bylaw or this bylaw, as necessary.

23. Members who have a direct or indirect pecuniary interest in a matter under discussion shall not participate in the discussion of the matter or vote on a question on the matter.

Where members believe they are in a conflict, they must declare the conflict and state the general nature of the conflict, and leave that part of the meeting where the matter is under discussion. The member's declaration shall be recorded in the minutes.

The member shall not attempt before, during or after the meeting to influence the voting on any question in respect of the matter.

24. The Chair shall preserve order and decide all points of order which may arise subject to an appeal to other members present. All such appeals shall be decided in accordance with Robert's Rules.

25. Except as provided in this bylaw, the Commission shall regulate the conduct of its meetings as it deems desirable.

26. All acts authorize or required to be done by the Commission under this bylaw shall be decided by a majority vote of those Commission members present at a meeting.

27. All Commission members, including the presiding member, may vote on questions before it, and in all cases where the votes of the members present are equal for and against the questions, the question shall be negated. Any member who abstains from voting shall be deemed to have voted in the affirmative.

28. No act or other proceedings of the Commission shall be valid unless it is authorized by resolution at a regular or special meeting of the commission.

**ADMINISTRATION – FINANCIAL MATTERS**

29. All purchases by the Commission over \$500 require a request from the Commission to either the Chief Financial Officer (CFO) or Chief Administrative Officer (CAO) to be authorized prior to the expenditure (in accordance with the CCRD Purchasing and Procurement Policy A-26).

All capital purchases shall be conducted only with the approval of the CFO pursuant to CCRD Purchasing and Procurement Policy A-26.

NOTE: Nothing in the purchasing policy or purchasing limits, as stated above, provides for purchasing goods and services which are not contemplated in the financial plan as approved by the board of directors, except where unbudgeted resources have otherwise been provided as determined, confirmed and approved by the CFO or the CAO.

30. The Commission shall, at each meeting, approve invoices for payment by the CCRD that meet the criteria of the CCRD Purchasing and Procurement Policy A-26 and delegated authorized purchasing authority for no more than \$500, and these will be forwarded immediately to the regional district's financial officer for processing. All invoices goods and services purchases over \$500 (not including capital purchases) must be approved prior to expenditure as stated in clause 30.

Bylaw No. 458 Denny Island Recreation Commission Bylaw

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31. Statement on Petty Cash -

Contrary to CCRD Policy F-14 Payables Procedure, as it relates to Petty Cash limits of \$50 per entry, the DIRC limits on Petty Cash usage are hereby amended to read:

“Amounts exceeding \$250 per entry may not be disbursed from Petty Cash”

32. No less frequently than four (4) times per year on or before the following dates, the Commission shall provide to the regional district's financial officer, a detailed report of all petty cash receipts and expenditures complete with opening and closing balances:

April 15th (for the period January to March)

July 15th (for the period April to June)

October 15th (for the period July to September)

Jan 15th (for the period October to December)

33. All items of revenue and expenditure, assets and liabilities relating to the activities of the Commission shall be accounted for in the books of account of the Central Coast Regional District in accordance with the provisions of Section 373(2) and other relevant sections of the *Local Government Act*.

34. The Commission shall, before the 31<sup>st</sup> day of October in each year, cause to be prepared and submitted to the Regional Board a detailed budget outlining its anticipated receipts and expenditures during the next calendar year.

### **AUTHORITIES, RESPONSIBILITIES AND DUTIES**

35. The Board of Directors hereby delegates to the Commission, the following authorities, responsibilities and duties:

- (a) Empowers the Commission to organise and conduct recreation and leisure activities programs,
- (b) Empowers the Commission to incur liabilities for the purposes of organising and conducting recreation and leisure activities programs, provided that the costs incurred are within the annual budget as approved by the Regional District and without limiting the foregoing:
  - (i) to provide community programs and events without charge
  - (ii) to conduct or cause to conduct surveys of residents and participants involved in the recreation and leisure activities programs, to gauge levels of satisfaction and programs for the future
  - (iii) to establish and appoint advisory or select Committees, which will serve without remuneration, to assist the Commission with their activities.
  - (iv) to ensure all invoices and payments of all commitments, liabilities and accounts are in accordance with this bylaw and relevant financial policies of the CCRD, and within the annual budget approved by the Board of Directors of the Regional District; and
  - (v) to follow and/or make recommendations for operational rules and procedures to the Regional District that will improve the methodologies for accountability to the Regional District and the taxpayers of the Electoral Area A of the Central Coast Regional District.

Bylaw No. 458 Denny Island Recreation Commission Bylaw

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36. All organizations operating under the auspices of the Commission shall, in terms of any liability whatsoever, save harmless the Commission and the Regional District.

37. Bylaw 441 is hereby repealed.

READ A FIRST TIME THIS 14<sup>th</sup> day of April, 2016  
READ A SECOND TIME THIS 14<sup>th</sup> day of April, 2016  
READ A THIRD TIME THIS 14<sup>th</sup> day of April, 2016  
RECONSIDERED, FINALLY ADOPTED THIS 12th day of May , 2016.

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**CORPORATE ADMINISTRATOR**

I hereby certify the above to be a true and correct copy of Bylaw No. 458 cited as the "Denny Island Recreation Commission Bylaw No. 458, 2016" as adopted.

\_\_\_\_\_  
**CORPORATE ADMINISTRATOR**

**CENTRAL COAST REGIONAL DISTRICT  
BYLAW NO. 461**

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Being a bylaw of the Central Coast Regional District to amend Bella Coola Valley Zoning  
Bylaw No. 71, 1984

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WHEREAS the Board of the Central Coast Regional District deems it expedient to update the  
Zoning Bylaw for the Bella Coola Valley;

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

- 1) Bella Coola Valley Zoning Bylaw No. 71, 1984 is hereby amended as follows:
  - a) Section 4.10 Siting for Flood Control  
Item 1. to read: "Except as otherwise permitted in this bylaw, no building nor any  
part of a building shall be constructed, reconstructed, moved or extended, nor  
shall any mobile or modular home or structure be located:
    - i) within 120 m of the natural boundary of the Bella Coola River, except within  
30m of the Bella Coola River except between Burke and La Bouchere  
Avenues in the Townsite of Bella Coola;
    - ii) within 30m of any side channel of the Bella Coola River;
    - iii) within 15m of the natural boundary of any other watercourse;
    - iv) within 30m of the natural boundary of North Bentinck Arm;
    - v) within 30m of any watercourse within an alluvial fan designation;
  - b) Section 16.0, Public and Assembly District, P-1  
Sub-Section 16.4 is deleted in its entirety.
- 2) This Bylaw may be cited as "Bella Coola Valley Zoning Amendment Bylaw No. 461,  
2016.

**READ A FIRST TIME** this 14th day of April, 2016.  
**READ A SECOND TIME** this 14th day of April, 2016.  
**READ A THIRD TIME** this 14th day of April, 2016.  
**RECONSIDERED AND FINALLY ADOPTED** this 12th day of May, 2016.

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CHAIR

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CORPORATE ADMINISTRATOR

I hereby certify the above to be a true and correct copy of Bylaw No. 461, 2016 cited as "Bella Coola  
Valley Zoning Amendment Bylaw No. 461, 2016".

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CORPORATE ADMINISTRATOR

**Board Meeting**  
 MAY 12 2016  
 CCRD ITEM BC

CENTRAL COAST REGIONAL DISTRICT  
BYLAW NO. 460

Being a bylaw to repeal the Centennial Pool Regulation Bylaw No. 448, 2015 and repeal 405 Centennial Pool Rates and Charges 2011 and replace with Bylaw 460 Centennial Pool Rates and Charges 2016.

WHEREAS the Board of Directors of the Central Coast Regional District is authorised by section 225 of the Local Government Act, 2015 and section 122 of the Community Charter to exercise powers by bylaw or resolution, and accordingly.

AND WHEREAS the Board may fix and charge fees for admission or use of the Centennial Swimming Pool;

AND WHEREAS it is deemed necessary to amend these fees 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 448 cited as the "Centennial Pool Rates and Charges No. 448, 2015." is hereby repealed.
2. Bylaw 405 cited as the "Centennial Pool Rates and Charges No 405, 2011." is hereby repealed.
3. The Centennial Swimming Pool is hereby authorized to be open during such periods as are specified hereunder:

May 1<sup>ST</sup> to September 30<sup>TH</sup>; seven days a week, 7:00 am to 9:00 pm.

4. The admission fees and user rates as set out hereunder are hereby authorized and fixed for the Hagensborg Centennial Swimming Pool:

<b>General Admission Fees:</b>	<b>Per Swim:</b>	
Preschool (under 7)	\$ 2.75	GST not applicable
Youth (7-14)	\$ 3.00	GST not applicable
Adults (15 -59)	\$ 4.00	Includes GST
Seniors (60 and over)	\$ 3.00	Includes GST
Family (2 adults and 4 youth)	\$ 14.00	Includes GST

<b>Monthly Pass Fees:</b>	<b>Per Month:</b>	
Preschool (under 7)	\$ 30.00	GST not applicable
Youth (7-14)	\$ 30.00	GST not applicable
Adults (15-59)	\$ 40.00	Includes GST
Senior (60 and over)	\$ 30.00	Includes GST
Family (2 adults and 4 youth)	\$ 140.00	Includes GST

<b>Season Pass Fees:</b>	<b>Per Season</b>	
Preschool (under 7)	\$ 60.00	GST not applicable
Youth (7-14)	\$ 60.00	GST not applicable
Adults (15-59)	\$ 80.00	Includes GST
Senior (60 and over)	\$ 60.00	Includes GST
Family (2 adults and 4 youth)	\$280.00	Includes GST

Board Meeting  
 MAY 12 2016  
 CCRD ITEM E (b)



Fees continued...

<b>Programs</b>		
Private rental (under 10) users	\$ 75.00/hour	Includes GST
Private rental (11-30) user	\$ 100.00/hour	Includes GST
Private rental (over 30) users	\$125.00/hour	Includes GST
Red Cross Lessons	\$ 40.00/session	Includes GST
Private Lessons	\$ 25.00/half hour	Includes GST
Semi Private	\$ 20.00/half hour	Includes GST
Summer Camp	\$120.00/week	Includes GST
Summer Camp – day rate	\$ 40.00/day	Includes GST
Staff Assistance for Young Children	\$ 12.00/hour	Includes GST
Other	Determined by the Pool Commission due to variable costs.	

5. The Pool Commission reserves the right to charge a deposit on all program bookings listed above under "Programs". Those bookings that cancel will forfeit their deposit.
6. No person shall, except upon written authorization of the Central Coast Regional District, enter upon or use the Hagensborg Centennial Pool outside the periods or times of its opening as specified in Section 3.
7. Any person who violates any of the provisions of this bylaw shall, upon summary conviction thereof, be subject to a penalty not exceeding One Thousand Dollars (\$1,000.00).
8. This Bylaw may be cited for all purposes as "Centennial Pool Rates and Charges Bylaw No. 460, 2016".

READ A FIRST TIME THIS	14th day of	April, 2016
READ A SECOND TIME THIS	14th day of	April, 2016
READ A THIRD TIME THIS	14th day of	April, 2016

ADOPTED this 12th day of May, 2016

_____ CHAIR	_____ CORPORATE ADMINISTRATOR
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I hereby certify that the above is a true and correct copy of Bylaw 460, cited as "Central Coast Regional District Centennial Pool Regulation Bylaw No. 460, 2016".

\_\_\_\_\_  
CORPORATE ADMINISTRATOR

## Central Coast Regional District

### Bylaw No. 462

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A Bylaw to establish the Fire Suppression Service Tolls payable to the Central Coast Regional District and to provide for a supplementary levy for late payment of tolls on properties not subject to property taxation by the Regional District.

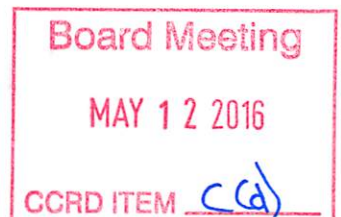
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WHEREAS the Board of Directors of the Central Coast Regional District has established by Bylaw No. 175 a fire suppression service area and provision for property taxation in support of this service;

WHEREAS there are properties within the service area which benefit from the service, but which are not subject to the property taxation imposed by Bylaw No. 175;

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

1. This bylaw is applicable to those properties not subject to the provisions of Bylaw No. 175 or amendments thereto and are situated within the boundaries of the fire suppression service area or that benefit from the provision of fire suppression service provided by the Central Coast Regional District.
2. In this bylaw, "parcel" means any lot, block or other area which is subject to separate registration in the Land Title Office and shall include one or more contiguous lots registered in the name of the same person and used as one holding.
3. Annual tolls for fire protection service, as shown on Schedule A, attached to and forming part of this bylaw, are hereby fixed and made payable to the Central Coast Regional District, upon adoption of this bylaw.
4. Fire tolls shall be due and payable thirty (30) days after the billing date, and any tolls remaining unpaid after the said date shall have added thereto a percentage addition of 2% per month.



- 5. Bylaw No. 207 cited as “Bella Coola Fire Suppression Tolls Amending Bylaw No. 207, 1995” is hereby repealed.
- 6. This bylaw may be cited as the “Bella Coola Fire Suppression Tolls Amending Bylaw No. 462, 2016”

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Administrator

I hereby certify this bylaw to be a true and correct copy of Bylaw No. 462, cited as the “Bella Coola Fire Suppression Tolls Amending Bylaw No. 462, 2016”

\_\_\_\_\_  
Corporate Administrator

CENTRAL COAST REGIONAL DISTRICT

BYLAW 462

SCHEDULE "A"

1. For each parcel upon which is situated any:

Single family dwelling	\$60
Multiple dwelling	\$110
Hospital	\$330
School	\$330
School Bus Garage	\$60
Church or Society*	\$165
Business	\$165
Wharf	\$330

2. For each vacant lot \$0

Note: \*United Church – Lot 7, Block 5  
 Pentecostal Church – Lot 13/14, Block 9  
 Catholic Church – Lot 17/18, Block 7  
 Community Support Society – Lot 4, Block 2  
 Moose Hall – Lot 14, Block 10

CENTRAL COAST REGIONAL DISTRICT  
POLICIES

A-12 - Pool Closure Due to Inclement Weather

**Preamble:** Due to minimum staff and low attendance in inclement weather, it would be cost effective and practical to close the pool to the public if the weather is uncomfortable for swimming.

**Policy:** That the Centennial Pool may be closed to the public at 12:00 pm if conditions warrant.

The Pool Manager has the authority to close the pool provided that the following is adhered to:

1. The Pool Manager has the authority to close the pool, but will send a courtesy e-mail to the commission members and the CCRD office.
2. Notice of Closure will be posted in a conspicuous location at the pool and will include apologies to the public for any inconvenience
3. It is understood that pool employees will not be compensated for periods of closure when they are not in attendance at the pool.
4. This policy is subject to the provisions of the BC Employment Standards Act.

**Date:** August 09, 1994  
**Amended:** November 14, 2013  
**Proposed Amendment:** May 12, 2016

**Rationale:** Section 4 has been added to the policy because the Employment Standards Act states that "the employer must pay the employee for a minimum of 2 hours at the regular wage whether or not the employee starts work". Therefore, while employees do not have to be paid for the entire period they were scheduled to work in the event of closure, they still must be paid at least 2 hours regular wage if the employee reports for work.



**Central Coast Regional District  
Bylaw No. 463**

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A Bylaw to fix the rates and charges for recreation programs in Electoral Areas C, D and E of the Central Coast Regional District.

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WHEREAS the Central Coast Regional District has the authority by Bylaw No. 407, 2012 for the function of recreational programs;

AND WHEREAS the Board of Directors are authorized to fix and charge registration and/or user fees for recreational programs;

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

1. There shall hereby be fixed a charge for the following recreational programs:

Volleyball	\$55 per team
Slow Pitch	\$200 per team
Concession rental	\$115 per occurrence

2. Bylaw No. 340, cited as “Bella Coola Valley Parks / Recreation Commission Recreation Program Rates and Charges Bylaw No. 340, 2001” is hereby repealed.

3. This bylaw may be cited as the “Bella Coola Valley Parks and Recreation Program Rates and Charges Bylaw No. 463, 2016”

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Board Meeting  
MAY 12 2016  
CCRD ITEM C(e)

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Chair

Corporate Administrator

I hereby certify this bylaw to be a true and correct copy of Bylaw No. 463, cited as the "Bella Coola Valley Parks and Recreation Program Rates and Charges Bylaw No. 463, 2016"

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Corporate Administrator

# CENTRAL COAST REGIONAL DISTRICT POLICIES

## A-12(a) - Centennial Pool Emergency Procedures

### General Information:

A minimum of two employees will be scheduled to be on duty whenever the facility is open to the public. One employee will be a minimum of 17 years of age and hold a current Bronze Cross Certificate. This guard is required to be on the pool deck, or in the pool in the case of instructional time, whenever the pool is in use. Another staff member must be available at all times to provide immediate assistance should an emergency situation arise. All staff members must be familiar with the emergency procedures of the facility. An effective communication system must be utilized between guards at all times.

The spine board must be kept in a visible location on the pool deck during all hours of operation. Other emergency equipment, including a first aid kit and oxygen, must be kept readily accessible in the office.

It is the duty of the attending guard to take control of the accident scene. A minor emergency can quickly become a major one. The sooner a victim is assisted, the less likely the possibility of a major problem arising. The attending guard is responsible for giving concise directions and requests for assistance. Other staff members should assist or *cover* depending on the severity of the emergency. It is the duty of a second staff member to ensure crowd control and patron safety. It is also the second staff member's duty to bring the appropriate emergency equipment to the scene or predetermined deck area. To do so without further incident may require that all patrons exit from the pool.

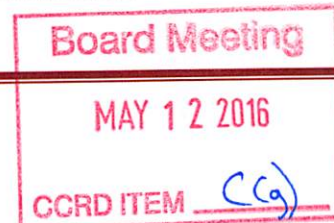
A phone is located in the office area from which an emergency call may be made. In the event of a major emergency, auxiliary services such as Police, Ambulance, Fire, or Poison Control should be contacted immediately. The numbers for these services are posted on the bulletin board nearest to the phone, at all times. It is the responsibility of the attending guard to designate someone to phone the appropriate number(s).

Should it be necessary to remove an injured patron from the pool, staff members are asked to use the steps at the shallow end of the pool whenever possible. This is the easiest location from which to remove a victim, therefore, reducing the possibility of further complication or injuries. If this is not reasonable due to complications, the nearest pool edge may be the best alternative.

The emergency access gate located in the rear fence, nearest the shallow end of the pool, provides the easiest and widest access for emergency vehicles. The ambulance should be directed there.

The attending guard is responsible for initiating any follow-up action that may be necessary after the incident and may communicate details to authorities, if neither the pool manager nor commission representative is available. Under no circumstances should details about the incident be made available for public knowledge.

Documentation of each incident should occur at the soonest possible opportunity. In the case of a major emergency, each staff member involved in the situation should make a written statement in his/her own words.





## CENTRAL COAST REGIONAL DISTRICT POLICIES

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### A-12(a) - Centennial Pool Emergency Procedures – continued – page 2

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#### INTERVENTION IN AN EMERGENCY

##### Minor Emergencies:

A minor emergency is one which a single guard can handle effectively.

The procedure includes:

- Recognition of the emergency;
- If time permits, signalling the other guard(s) so that they may widen their area of supervision if necessary;
- Assisting the victim according to the nature of the problem;
- Positioning of other guards to allow for a clear view of the situation and awaiting further instructions or providing assistance as needed;
- Administering first aid or referring the victim to the appropriate location (first aid station, parents, back to pool);
- Completion of the appropriate documents, detailing the nature of the emergency and its outcome;
- Restocking or replacing any first aid supplies used as soon as possible;
- Informing other staff members of attending guard's return to duty.

##### Major Emergencies:

A major emergency usually requires the involvement of more than one lifeguard. The following checklist will help to ensure a complete and professional response.

- Recognize the emergency;
- Signal to fellow guards;
- Assess the severity of the emergency;
- Support the victim;
- Clear the area of patrons (the entire pool) if necessary;
- Activate the Emergency Medical System by phoning 1-800-461-9911;
- Complete an assessment of the victim;
- Provide care for life threatening emergencies;
- Move the victim to an appropriate removal point;
- Treat the victim for injuries or illness as appropriate (including shock);
- Maintain control over all patrons in the facility;
- Contact the pool manager or commission representative;
- Complete appropriate reports.

CENTRAL COAST REGIONAL DISTRICT  
POLICIES

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A-12(a) - Centennial Pool Emergency Procedures – continued – page 3

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**Missing Persons:**

- Primary staff - signal to other staff members,
- All guards - scan *zone* completely top and bottom;
- Primary staff - gather details about the missing person for purposes of identification (name, age, description, and time last seen);
- Make a complete search of the entire facility and adjacent areas;
- Record details of search and result;
- Make arrangements for immediate notification when the missing person is located.

**Adopted:** September 13, 2000  
**Amended:** April 10, 2001  
**Reviewed:** November 14, 2013  
**Proposal to Rescind Policy:** May 12, 2016

**Rationale:** The Centennial Pool’s Emergency Procedures is dealt with in greater depth within the Centennial Pool’s Safety Plan making a separate CCRD policy redundant. Having two sets of policy for the same facility has the potential to lead to confusion as to which document should be followed, particularly if both documents are not updated with the same information. Therefore it is recommended that policy A-12(a) be rescinded.



April 8, 2016

Ref: 166815

Ms. Alison Sayers  
Central Coast Regional District  
PO Box 186  
Bella Coola, BC V0T 1C0

RECEIVED

APR 15 2016

Central Coast Regional District

Dear Chair Sayers:

The Province of British Columbia knows that British Columbians have expressed an interest in seeing greater choice, convenience and competition in the availability and provision of transportation and accommodation services. Companies such as Uber, Lyft and Airbnb may present opportunities to meet changing public expectations.

In considering the opportunities that these services may provide, it is important that the Province understands any impacts that could result for consumers, host communities and existing service providers. The many people currently providing passenger and accommodation services in British Columbia have made investments, providing jobs and valuable contributions to the economy. Thought must be given as to how any new services are regulated, recognizing the need to be respectful of existing industry participants while at the same time being fair and equitable to any possible new entrants to these sectors.

To this end, over the coming months, I will be meeting with a wide array of stakeholders to explore issues pertaining to the sharing economy and develop a better understanding of the opportunities and challenges that they provide for citizens and communities.

Locally elected officials from both urban and rural regions will have important perspectives on the issues and opportunities surrounding the sharing economy, and I am eager to draw these out as part of the consultation process. It is my hope that I will be able to engage with as many local governments as possible in person over the coming months. Regardless of whether we are able to undertake this discussion in person, I would also value the opportunity to review your thoughts on this matter via any written submission you may care to provide to me, and I encourage you to consider sending your thoughts to me directly by email at: [CSCD.Minister@gov.bc.ca](mailto:CSCD.Minister@gov.bc.ca).

Your perspectives could include ideas on how sharing and existing service economies could be integrated, on perceived challenges and opportunities, and on provincial and local government roles in regulating and facilitating any changes we might contemplate.

.../2  
**Board Meeting**  
**MAY 12 2016**  
**CSCD ITEM F(a)**

Ministry of Community,  
Sport and Cultural Development and  
Minister Responsible for TransLink

Office of the Minister

Mailing Address:  
PO Box 9056 Stn Prov Govt  
Victoria BC V8W 9E2  
Phone: 250 387-2283  
Fax: 250 387-4312

Location:  
Room 310  
Parliament Buildings  
Victoria BC

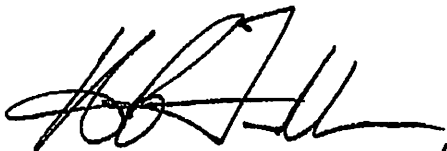
[www.gov.bc.ca/cscd](http://www.gov.bc.ca/cscd)

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Ms. Alison Sayers  
Page 2

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Fassbender', with a stylized flourish at the end.

Peter Fassbender  
Minister

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RECEIVED

APR 28 2016

Central Coast Regional District

**BCEHS** | BC Emergency Health Services

April 28, 2016

CLIFF: 1025039  
File: 400-01

Chair Alison Sayers and Board  
Central Coast Regional District

asayers@ccrd-bc.ca

Dear Chair Sayers and Board:

Health Minister Terry Lake has announced the 73 communities selected for the provincial rollout of British Columbia's Community Paramedicine Initiative. We are pleased to advise that Bella Bella and Bella Coola in your regional district are among those selected.

Community paramedicine will provide British Columbians in rural and remote communities with better access to primary health care and a more stabilized paramedic presence for emergency response. BC Emergency Health Services has been working closely with the Ministry of Health, the regional Health Authorities, the Ambulance Paramedics of BC (Local 873), the First Nations Health Authority and others to implement this initiative, which is the first in Canada to be introduced as a province-wide program.

Positions will be posted in a series of cohorts across the Health Authorities, beginning in Northern Health. The selection, orientation and placement process is expected to take about four months for each cohort.

It is expected that community paramedics in Vancouver Coastal Health will be hired, have completed the orientation program and ready to begin providing services in patients' homes by **April 2017**. These patients will be referred by their family physician or other local health care provider.

Additional information is available by visiting [bcehs.ca](http://bcehs.ca) and clicking on Our Services/Programs & Services/Community Paramedicine. You may also contact us at [CommunityParamedicine@bcehs.ca](mailto:CommunityParamedicine@bcehs.ca).

Sincerely,



Linda M. Lupini  
Executive Vice President  
Provincial Health Services Authority  
and BC Emergency Health Services

Board Meeting  
MAY 12 2016  
CCRD ITEM F(b)

cc: Darla Blake, Chief Administrative Officer  
Jodi Jensen, Chief Operating Officer, BCEHS  
Nancy Kotani, Executive Director, Strategic Planning and Implementation, BCEHS  
Mary Ackenhusen, President and CEO, Vancouver Coastal Health Authority  
Mike Nader, Chief Operating Officer, Vancouver Coastal Health  
Rita Jervis, Project Director, Community Paramedicine Initiative, BCEHS  
Rick Mowles, Area Director, Northern Region, BCEHS