



Central Coast REGIONAL DISTRICT

REGULAR BOARD MEETING AGENDA – November 14, 2019 8:30 a.m.

(*please note Area A and B Directors traveling in to Bella Coola on a cost-sharing arrangement and therefore quorum will not likely be assembled prior to 10 am, delaying the start of the meeting until approximately 10 am)

PART I – INTRODUCTION

1. Call to Order

Recommended Statements:

1. *Acknowledgements of Nuxalk Nation Ancestral Territory*
2. *Please note: the meeting is being recorded and the recording will be made publically available on our website.*
3. *The meeting is called to order at _____ a.m. on November 14, 2019*

2. Election of Chair and Vice Chair

3. Adoption of Agenda – Introduction of Late Items

Recommended Motion: “That the agenda be adopted as read / or amended by adding...”

4. Disclosures of Financial Interest

The Chair to remind Board Members of the requirements of Sections 100(2)(b) and 101(1)(2) and (3) of the *Community Charter* to disclose any interest during the meeting when the matter is discussed.

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

The following pro forma declaration is provided to assist in making the disclosure:

*“I, Board Member ***** disclose that in accordance with Sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter, I have a ***** (indirect/direct) ***** (pecuniary/other) interest that constitutes a conflict of interest in item *** (*).*

*The reason for my declaration is: the item being discussed is *****.*

I will leave the room during the discussion of this item, in accordance with Section 101(1) and (2) of the Community Charter.

5. Disclosures of Interests Affecting Impartiality

The Chair to remind Board Members that in the interest of good governance, where there is a perceived interest that may affect their impartiality in consideration of a matter, a declaration should be made. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

The following pro forma declaration is provided to assist in making the disclosure.

“With regard to the matter in item x.... I disclose that I have an association with the applicant (or person seeking a decision). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

PART II – PUBLIC CONSULTATION

1. Delegation

- (a) RCMP – Sgt. Richard Marshall
- (b) Hagensborg Water Preservation Group – Chris Matthews and Joy McKay

2. IN CAMERA MATTERS

Recommended motion: THAT the Board of Directors of the Central Coast Regional close the meeting to the public for the purpose of consideration of items that fall under the following sections of the Community Charter: 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act and section 90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

- (a) Matters Brought out of Camera
- (b) Released from In Camera
 - (i) Ocean Falls Revitalization Committee Appointee(s)

PART III – LOCAL GOVERNANCE

- | | | |
|-----|--|------------|
| (A) | ADOPTION OF MINUTES | |
| | (a) October 10, 2019 Regular Board Meeting Minutes | Page 4-22 |
| (B) | OPERATIONS UPDATES & POLICY MATTERS ARISING | |
| | <u>Administrative Services</u> | |
| | (a) Administration Report & Strategic Plan Update | Page 23-34 |
| | <u>Financial Services</u> | |
| | (b) Financial Report – Budget vs. Actual – January-October 2019 | Page 35-40 |
| | (c) Financial Report – Update on Grants | Page 41-45 |
| | (d) Request for Decision: Grant In Aid Rescind resolution #19-06-10 | Page 46 |
| | <u>Community & Development Service</u> | |
| | (e) Community Economic Development Monthly Report | Page 47-48 |
| | (f) Request for Decision: CEDO Return Flight from Vancouver | Page 49-50 |
| | (g) Request for Decision: CCRD Celebratory Film Theme | Page 51 |
| | (h) Request for Decision: CCRD Logo Tagline | Page 52 |
| | (i) Correspondence for Information: Environmental Quality (EQ) Program | Page 53-54 |
| | (j) Report to the Board: Telus Tower Update | Page 55 |
| | <u>Operations</u> | |
| | (k) Operations Manager Monthly Report | Page 56-60 |
| | (l) Denny Island Community Water System Project Update November 2019 | Page 61-62 |
| | (m) Correspondence for Information: Letter regarding Free Store | Page 63-64 |
| | (n) Request for Decision: Toy Drive 2019 | Page 65-67 |
| | <u>Transportation Service</u> | |
| | (o) Transportation Monthly Report | Page 68-75 |
| | <u>Leisure Services</u> | |
| | (p) Centennial Pool Commission Meeting Minutes – October 2, 2019 | Page 76 |
| | (q) Centennial Pool Commission Meeting Minutes – October 24, 2019 | Page 77 |
| | <u>Protective Services</u> | |
| | (r) Emergency Management Report | Page 78-79 |
| | (s) Request for Decision – UBCM Community Resiliency Investment Program – FireSmart Community Funding application | Page 80-82 |
| | (t) Request for Decision: Letter of support for Nuxalk Nation UBCM Community Resiliency Investment Program FireSmart Community Funding application | Page 83-84 |
| | (u) Request for Decision: Wuikinuxv emergency (tsunami) sirens | Page 85-86 |
| | (v) Request for Decision: Volunteer Fire Department Equipment Funding | Page 87-88 |
| | (w) Bella Coola Emergency Response Meeting Minutes, dated October 24, 2019 | Page 89-90 |

- (x) Emergency Preparedness and Business Continuity Conference October 28-31, 2019 Summary Page 91-93

Governance

- (y) Vancouver Island Region Library – 2020 Appointment Page 94-104
 (z) Association Of Vancouver Island and Coastal Communities – Call for Nominations 2020 Page 105-114
 (aa) Correspondence for Information: UBCM Convention Session on September 23, 2019 Page 115
 (bb) Correspondence for Information: Congratulatory letter from Todd G. Stone, MLA Page 116
 (cc) Correspondence for Information: Thank you letter from Minister Selina Robinson Page 117
 (dd) Correspondence for Information: Thank you letter from Minister Claire Travena Page 118-119
 (ee) Correspondence for Information: The Coast Sustainability Trust II 2019 Third Quarter Report Page 120-126
 (ff) Correspondence for Information: Investigation Lead in some Canadian water worse than flint Page 127-132
 (gg) Correspondence for Information: Deadline Extension Request 0 Community Child Care Space Creation Program Page 133-134

(C) EXECUTIVE REPORTS

- (a) Electoral Area Reports
 i.) Chair and Electoral Area E Report
 ii.) Area A Report
 iii.) Area B Report
 iv.) Area C Report
 v.) Area D Report

PART IV– GENERAL BUSINESS

(D) BYLAWS AND POLICIES

- a) Bylaws for Review, Revision, Rescind or Adoption
- | | | |
|----|---|--------------|
| 1) | Procedures Bylaw No. 467 | Page 135-165 |
| 2) | Untidy & Unsightly Premises Regulation Establishment Bylaw No. 45 | Page 166-169 |
- b) Policies for Review, Revision, Rescind or Adoption
- | | | |
|-----|--|--------------|
| 1) | Policy A-34 Retention and Destruction of Audio Recordings | Page 170 |
| 2) | Policy A-35 Establishment of New Voluntary Services | Page 171-172 |
| 3) | Policy E-1 Committee/Commission Reporting Requirements | Page 173-174 |
| 4) | Policy E-2 Drinking and Driving – Road Sense | Page 175-176 |
| 5) | Policy E-4 Regional Perspective on Board Operations | Page 177 |
| 6) | Policy E-7 Ethical Standards of Conduct for Elected Officials | Page 178-182 |
| 7) | Policy E-8 Respectful Workplace (recommend tabling to February 2020 meeting) | Page 183-192 |
| 8) | Policy E-9 Directors Travel to Board Meetings | Page 193 |
| 9) | Policy A-3 Office Security & File Security | Page 194 |
| 10) | Policy A-5 (a) Prerequisites for Agenda Items – Responding to Complaints | Page 195 |
| 11) | Policy A-5 (b) Board Meeting Agenda | Page 196 |
| 12) | Policy A-9 (a) Facilities Inspections Policy – Airport Operations | Page 197 |
| 13) | Policy A-9 (c) Facilities Inspections Policy – General | Page 198 |
| 14) | Policy A-10 Filing Disclosures | Page 199 |
| 15) | Policy A-20 Disposal of Assets | Page 200 |
| 16) | Policy A-21 Use of Flood Mitigation Resources | Page 201 |
| 17) | Policy A-22 Safety Management Policy – Bella Coola Airport | Page 202 |
| 18) | Policy A-27 Disaster Recovery Plan – Information Technology | Page 203-207 |
| 19) | Policy F-17 Grant In Aid | Page 208-215 |

(F) ADJOURNMENT