



CENTRAL COAST REGIONAL DISTRICT

SPECIAL BOARD MEETING AGENDA – March 29, 2019 1:00 p.m.

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 _____ p.m.*

2. **Adoption of Agenda – Introduction of Late Items (if any)**

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

3. **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. “

4. **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 – LOCAL GOVERNANCE

(A) ADOPTION OF MINUTES

(a) March 14, 2019 – Deferred to the April 11, 2019 Regular Board Meeting

Recommended Motion: “That the adoption of the March 14, 2019 regular board meeting minutes be deferred until the next regular meeting of the Board to be held on April 11, 2019”

(B) OPERATIONS UPDATES & POLICY MATTERS ARISING

Financial Services

(a) Report to the Board – Development of CCRD Five Year Financial Plan 2019-2023

Page 1-2

Community & Development Services

(b) Request for Decision – Appointment to the Bella Coola Resource Society

Page 3

Governance Services

(c) Request for Decision – Special Meeting Remuneration

Page 4

PART III- GENERAL BUSINESS

- (C) BYLAWS AND POLICIES**
- a) Bylaw No. 488 Centennial Pool Rates and Charges Bylaw 2019 **Page 5-9**
 - b) Bylaw No. 486 Denny Island Water System Service Area Establishment **Page 10-12**
 - c) Five-Year Financial Plan Bylaw No. 59, 2019 **Page 13-15**
- (D) ADJOURNMENT**



P.O. Box 186, Bella Coola, BC V0T 1C0
Phone (250) 799-5291 Fax (250) 799-5750 Email: info@ccrd-bc.ca

Embracing our Communities of the Central Coast – Stronger Together

Report to the Board

To: Board of Directors
From: Rose Liu, CFO
Meeting Date: March 29, 2019
Subject: Development and Review of CCRD Five Year Financial Plan 2019-2023

Recommendation:

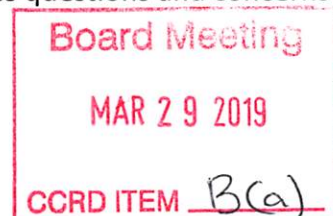
THAT the Board of Directors of the Central Coast Regional District receives the report.

Issue/Background Summary:

To meet the public review requirements under the *Local Government Act* as well as the needs for our Board and constituents, the CCRD's annual budget process is committed to transparency and openness.

During Five Year Financial Plan 2019-2023 budgeting process, the CCRD has undertaken the following:

1. The budget bylaw was presented to the Board along with a PowerPoint presentation detailing key highlights during their regular meeting on March 14, 2019.
2. That the budget bylaw and PowerPoint were made available to the public through the publication of the March 14, 2019 agenda package and were subsequently made available as stand-alone items on our website for public review to provide access to constituents in remote areas, including Rivers Inlet and Ocean Falls
3. The CEDO traveled to the outer coast and presented the budget to community members in both Denny Island (Area A) and Bella Bella (Area B). Director Bertrand was available at the Denny Island presentation to discuss questions and concerns with constituents.



- 4. An open house was held on Wednesday March 20 from 5 – 8 pm at the CCRD offices in Bella Coola where the public in the Bella Coola Valley (Areas C, D, E) were invited to review the financial plan presentation and ask questions of any of the CAO, CFO, Area E Chair Samuel Schooner and Area C Director Jayme Kennedy. The invitation was posted on the public notices section of the CCRD website.

- 5. Some revisions have been incorporated due to public feedback as will be detailed during the March 29 meeting of the Board.

We note that the *Local Government Act* requires that the budget bylaw be adopted by March 31, however the bylaw may be amended at any point via bylaw.

Submitted by: _____
Rose Liu, Chief Financial Officer



REQUEST FOR DECISION

To: Courtney Kirk, CAO
From: Destiny Mack, EA
Meeting Date: March 29, 2019
Subject: Appointment of New Member to the Bella Coola Resource Society

Recommendation:

THAT the Board of Directors of the Central Coast Regional District appoint _____ to the Bella Coola Resource Society.

Issue/Background Summary:

N/A

Policy, Bylaw or Legislation:

N/A

Financial/Budgetary Implications:

N/A

Time Requirements – Staff and Elected Officials:

N/A

Options to Consider:

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

Board Meeting
MAR 29 2019
CCRD ITEM B(a)



CENTRAL COAST REGIONAL DISTRICT

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

REQUEST FOR DECISION

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

To: Courtney Kirk, CAO
From: Destiny Mack, EA
Meeting Date: March 29, 2019
Subject: Special Meeting Remuneration

Recommendation:

That the Board of Directors be remunerated in the amount of \$ _____ for attendance at the March 29, 2019 Special Meeting of the Board.

Issue/Background Summary:

Policy, Bylaw or Legislation:

Financial/Budgetary:

Time Requirements – Staff and Elected Officials:

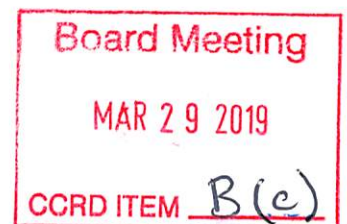
Minimal. Done in the normal course of business.

Options to Consider:

1. Per Hour Remuneration \$36/HR
2. Half Day at \$125.00

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer





CENTRAL COAST REGIONAL DISTRICT

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

REQUEST FOR DECISION

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

To: Courtney Kirk, CAO

From: Destiny Mack, EA

Meeting Date: March 29, 2019

Subject: Bylaw 488 Centennial Pool Rates and Charges 2019

Recommendation:

THAT Bylaw 488, cited as "Centennial Pool Rates and charges Bylaw 488, 2019" 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.

Issue/Background Summary:

The Centennial Pool Rates and Charges Bylaw is reviewed and revised annually by the Pool Commission.

Policy, Bylaw or Legislation:

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

Through a rates and charges bylaw, the CCRD Board may fix and charge fees for admission or use of the Centennial Swimming Pool.

It is deemed necessary to amend these fees from time to time.

Financial/Budgetary:

Time Requirements – Staff and Elected Officials:

Minimal. Done in the normal course of business.

Options to Consider:

1. Maintain current rates and charges.
2. Amend as per recommendation of Pool Commission

Submitted by: Destiny Mack
Destiny Mack, Executive Assistant

Reviewed by: _____
Courtney Kirk, Chief Administrative Officer

Board Meeting
MAR 29 2019
CCRD ITEM C(a)

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CENTRAL COAST REGIONAL DISTRICT
BYLAW NO. 488

Being a bylaw to repeal the Centennial Pool Regulation Bylaw No. 480, Centennial Pool Rates and Charges 2018 and replace with Bylaw 488 Centennial Pool Rates and Charges 2019.

WHEREAS the Board of Directors of the Central Coast Regional District is authorized, 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 480 cited as the "Centennial Pool Rates and Charges No. 480, 2018." is hereby repealed.
2. The Centennial Swimming Pool is hereby authorized to be open during such periods as are specified hereunder:

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

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

General Admission Fees:

Preschool (under 7)
Youth (7-14)
Adults (15 -59)
Seniors (60 and over)
Family (2 adults and 4 youth)

Per Swim:

\$ ~~3.25~~3.50 GST not applicable
\$ ~~3.25~~3.50 GST not applicable
\$ ~~4.50~~4.75 Includes GST
\$ ~~3.50~~3.75 Includes GST
\$ ~~15.00~~15.50 Includes GST

Monthly Pass Fees:

Preschool (under 7)
Youth (7-14)
Adults (15-59)
Senior (60 and over)
Family (2 adults and 4 youth)

Per Month:

\$ ~~32.50~~35.00 GST not applicable
\$ ~~32.50~~35.00 GST not applicable
\$ ~~45.00~~47.50 Includes GST
\$ ~~35.00~~37.75 Includes GST
\$ ~~150.00~~155.00 Includes GST

Season Pass Fees:

Preschool (under 7)
Youth (7-14)
Adults (15-59)
Senior (60 and over)
Family (2 adults and 4 youth)

Per Season

\$ ~~65.00~~70.00 GST not applicable
\$ ~~65.00~~70.00 GST not applicable
\$ ~~90.00~~95.00 Includes GST
\$ ~~70.00~~75.50 Includes GST
\$ ~~300.00~~310.00 Includes GST

Fees continued...

Programs

Private rental (under 10) users	\$ 75.00/hour	Includes GST
Private rental (11-30) user	\$ 100.00 110.00/hour	Includes GST
Private rental (over 30) users	\$ 125.00 135.00/hour	Includes GST
Red Cross Lessons	\$ 45.00 50.00/session	Includes GST
Private Lessons	\$ 25.00/half hour	Includes GST
Semi Private	\$ 20.00/half hour	Includes GST
Summer Camp	\$140.00/week	Includes GST
Summer Camp – day rate	\$ 50.00/day	Includes GST
Staff Assistance for Young Children	\$ 12.00/hour	Includes GST
Other	Determined by the Pool Commission due to variable costs.	

4. 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.
5. 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.
6. 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).
7. This Bylaw may be cited for all purposes as “Centennial Pool Rates and Charges Bylaw No. 488, 2019”.

READ A FIRST TIME THIS	14th day of	March, 2019
READ A SECOND TIME THIS	14th day of	March, 2019
READ A THIRD TIME THIS	14th day of	March, 2019

ADOPTED this 29th day of March, 2019

Chair

Acting Chief Administrative Officer

I hereby certify that the above is a true and correct copy of Bylaw 488, cited as “Central Coast Regional District Centennial Pool Regulation Bylaw No. 488, 2019”.

Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT
BYLAW NO. 488

Being a bylaw to repeal the Centennial Pool Regulation Bylaw No. 480, Centennial Pool Rates and Charges 2018 and replace with Bylaw 488 Centennial Pool Rates and Charges 2019.

WHEREAS the Board of Directors of the Central Coast Regional District is authorized, 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 480 cited as the “Centennial Pool Rates and Charges No. 480, 2018.” is hereby repealed.
2. The Centennial Swimming Pool is hereby authorized to be open during such periods as are specified hereunder:

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

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

General Admission Fees:	Per Swim:	
Preschool (under 7)	\$ 3.50	GST not applicable
Youth (7-14)	\$ 3.50	GST not applicable
Adults (15 -59)	\$ 4.75	Includes GST
Seniors (60 and over)	\$ 3.75	Includes GST
Family (2 adults and 4 youth)	\$ 15.50	Includes GST

Monthly Pass Fees:	Per Month:	
Preschool (under 7)	\$ 35.00	GST not applicable
Youth (7-14)	\$ 35.00	GST not applicable
Adults (15-59)	\$ 47.50	Includes GST
Senior (60 and over)	\$ 37.75	Includes GST
Family (2 adults and 4 youth)	\$ 155.00	Includes GST

Season Pass Fees:	Per Season	
Preschool (under 7)	\$ 70.00	GST not applicable
Youth (7-14)	\$ 70.00	GST not applicable
Adults (15-59)	\$ 95.00	Includes GST
Senior (60 and over)	\$ 75.50	Includes GST
Family (2 adults and 4 youth)	\$310.00	Includes GST

Fees continued...

Programs

Private rental (11-30) user	\$ 110.00/hour	Includes GST
Private rental (over 30) users	\$135.00/hour	Includes GST
Red Cross Lessons	\$ 50.00/session	Includes GST
Private Lessons	\$ 25.00/half hour	Includes GST
Semi Private	\$ 20.00/half hour	Includes GST
Summer Camp	\$140.00/week	Includes GST
Summer Camp – day rate	\$ 50.00/day	Includes GST
Staff Assistance for Young Children	\$ 12.00/hour	Includes GST
Other	Determined by the Pool Commission due to variable costs.	

4. 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.
5. 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.
6. 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).
7. This Bylaw may be cited for all purposes as “Centennial Pool Rates and Charges Bylaw No. 488, 2019”.

READ A FIRST TIME THIS	14th day of	March, 2019
READ A SECOND TIME THIS	14th day of	March, 2019
READ A THIRD TIME THIS	14th day of	March, 2019

ADOPTED this 29th day of March, 2019

Chair	Acting Chief Administrative Officer
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I hereby certify that the above is a true and correct copy of Bylaw 488, cited as “Central Coast Regional District Centennial Pool Regulation Bylaw No. 488, 2019”.

Chief Administrative Officer

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 486

A bylaw to establish a water system service for the community of Denny Island within Electoral Area "A" (Outer Coast)

WHEREAS a Regional District may, by bylaw, establish and operate a service under the provisions of the *Local Government Act*;

AND WHEREAS the Board of Directors wishes to establish a water system service within a portion of Electoral Area "A" (Outer Coast);

AND WHEREAS the Board of Directors has been petitioned by the owners of parcels within a portion of Denny Island to establish a water system service area and the Corporate Officer has provided a Certificate indicating that the petition is sufficient and valid in accordance with the requirements of the *Local Government Act*;

AND WHEREAS the Director of Electoral Area "A" has consented in writing to the adoption of the bylaw establishing the boundary of the water system service area;

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

CITATION

- 1. This bylaw may be cited as the "Denny Island Water System Service Area Establishment Bylaw No. 486, 2019".

SERVICE ESTABLISHMENT

- 2. The Regional District hereby establishes a service to be known as the "Denny Island Water System" for the purpose of providing and distributing potable water and related activities within the community of Denny Island.

SERVICE AREA

- 3. The service area established in this bylaw is shown in shaded blue on Schedule "A" attached to and forming part of this bylaw.

PARTICIPATING AREA

- 4. The participating area in the water system service is Electoral Area "A" (Outer Coast)

REQUISITION

- 5. The maximum amount that may be requisitioned annually for the service provided under Section 2 may not exceed the greater of Fifty Thousand Dollars (\$50,000) or \$4.69/\$1,000 of net taxable value of land and improvements within the service area.

Board Meeting
MAR 29 2019
CCRD ITEM - (b)

COST RECOVERY

6. The annual operating costs will be recovered by one or more of the following:
- (a) Fees (metered water tariff) and other charges (connection charge etc.) fixed by separate bylaw for the purpose of recovering these costs;
 - (b) a property value tax calculated on the net taxable value of land and improvements;
 - (c) a parcel tax;
 - (d) revenues raised by other means authorized under the Local Government Act or other applicable act;
 - (e) revenues received by way of agreement, enterprise, gift or otherwise.

EFFECTIVE DATE

7. This bylaw will come into effect on October 1, 2019.

READ A FIRST TIME this 14th day of March, 2019.

READ A SECOND TIME this 29th day of March, 2019.

READ A THIRD TIME this 29th day of March, 2019.

APPROVED BY THE
INSPECTOR OF MUNICIPALITIES this _____ day of _____, 2019.

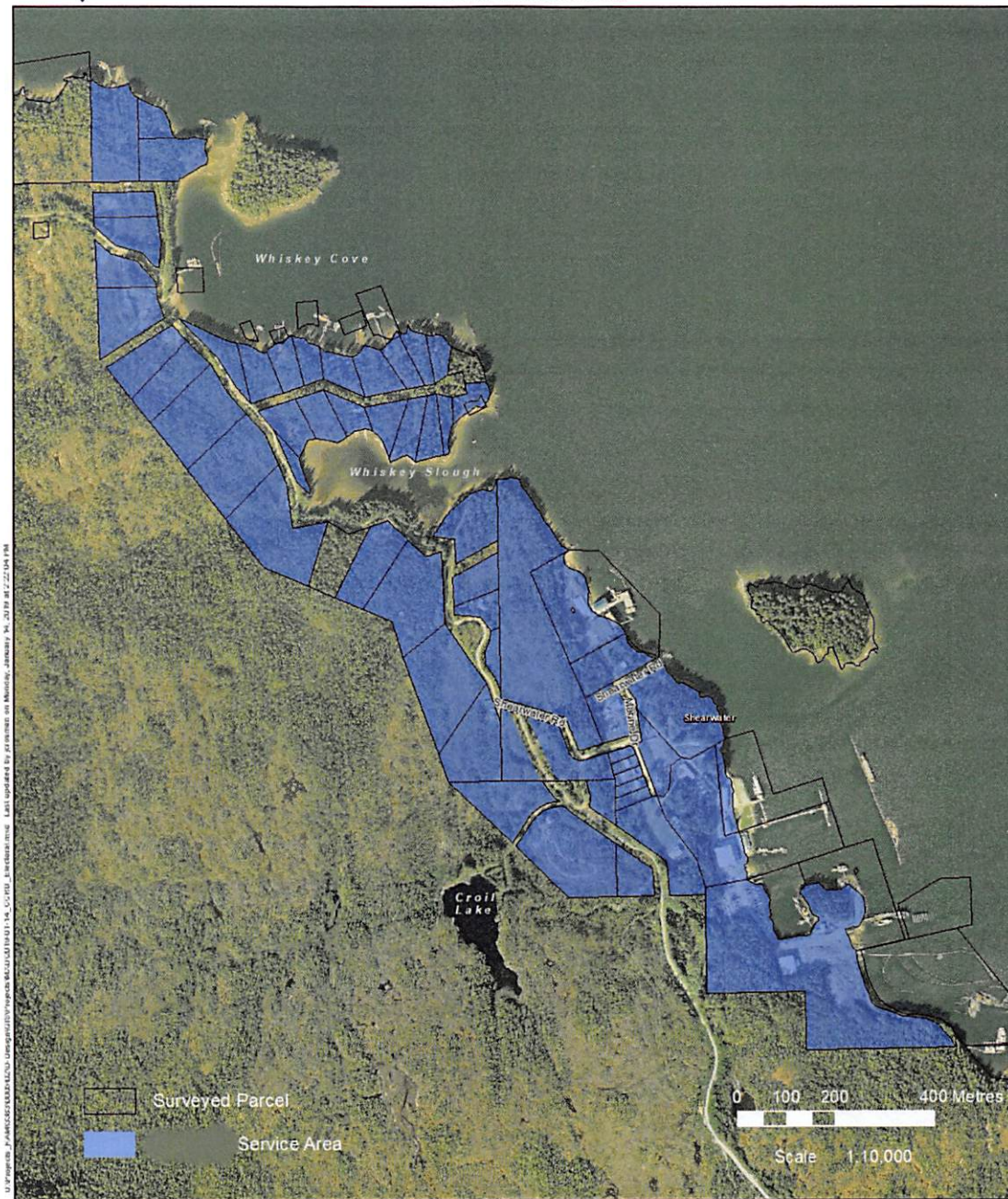
ADOPTED this _____ day of _____, 2019.

Corporate Officer

Chair

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SCHEDULE "A"



This Schedule "A" is incorporated in and forms part of Bylaw No. 486

Certified Correct

Corporate Officer

CENTRAL COAST REGIONAL DISTRICT

**FIVE-YEAR FINANCIAL PLAN
BYLAW NO. 59, 2019**

Being a bylaw to adopt the Five Year Financial Plan for the years 2019-2023.

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

1. This bylaw may be cited as the Central Coast Regional District Five-Year Financial Plan Bylaw No. 59, 2019.
2. Schedule A attached hereto and made part of this bylaw is the Five-Year Financial Plan for the Central Coast Regional District for the period January 01, 2019 to December 31, 2023.

READ A FIRST TIME this _____ day of March 2019.

READ A SECOND TIME this _____ day of March 2019.

READ A THIRD TIME this _____ day of March 2019.

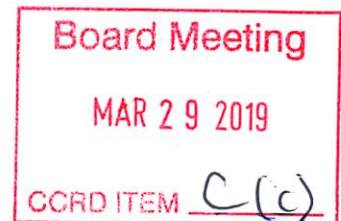
RECONSIDERED AND FINALLY ADOPTED this _____ day of March 2019.

Chair Samuel Schooner

Corporate Officer

I, _____ Chief Administrative Officer for the Central Coast Regional District hereby certify this to be a true copy of Bylaw No. 59, cited as the "Central Coast Regional District Five-Year Financial Plan Bylaw No. 59, 2019" as adopted.

Corporate Officer



Central Coast Regional District Five-Year Financial Plan 2019-2023 Revenue and Expenditures By Service

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Revenue					
Apportioned Administration Fees	402,626	409,626	409,626	409,626	409,626
Local Property Taxation	760,261	927,056	955,649	1,011,844	1,037,991
Nuxalk Nation Contributions	105,000	107,100	107,100	107,100	107,100
Other Revenue	588,014	241,830	142,215	140,830	140,830
Provincial/Federal Grants	2,161,743	435,246	722,746	435,246	435,246
Regional Hospital District	13,500	13,500	13,500	13,500	13,500
User Fees & Charges	348,776	405,281	407,281	407,281	407,281
Total Revenue	4,379,920	2,539,639	2,758,117	2,525,427	2,551,574
Expenditures					
<u>Administrative Services</u>					
Community Works Fund	197,285	457,057	196,500	196,500	196,500
Feasibility Studies	0	20,000	0	22,204	0
General Operations	884,902	827,597	846,302	869,392	879,139
Grants In Aid	15,115	15,200	15,200	15,200	15,200
<u>Development Services</u>					
Economic Development	382,368	127,597	132,597	132,597	132,597
Land Use Planning	37,782	20,903	55,497	66,803	71,803
LSA Street Lighting (BC Townsite)	15,190	16,955	15,335	15,335	12,535
Valley Street Lighting	6,104	6,104	6,104	6,104	6,104
<u>Environmental Services</u>					
Solid Waste Management	313,518	414,018	617,911	331,289	336,925
Waterworks Operating (LSA BC Town site)	58,890	75,282	57,963	56,578	56,578
Waterworks Capital (LSA BC Townsite)	9,113	0	0	0	0
Waterworks Operating (LSA Denny Island)	0	42,600	42,600	42,600	42,600
<u>Leisure Services</u>					
Parks and Recreation - Bella Coola	132,162	46,725	46,725	46,725	46,725
Recreation - Denny Island	27,897	14,870	11,101	11,101	11,101
Swimming Pool	1,180,270	174,728	178,128	178,428	180,078
Regional Library (VIRL)	66,163	69,190	67,732	67,732	67,732
<u>Protective Services</u>					
Emergency Management	114,498	114,498	114,498	114,498	114,498
Emergency Mgmt Initiatives (FPP)	600,000	0			
Fire Protection (LSA Townsite)	105,480	52,847	54,847	54,847	54,847
House Numbering	1,104	1,104	1,104	1,104	1,104
<u>Transportation Services</u>					
Airport - Bella Coola	520,776	328,435	303,435	303,435	303,435
Airport - Denny Island	35,548	26,180	12,073	12,073	12,073

Central Coast Regional District Five-Year Financial Plan 2019-2023 Revenue and Expenditures By Service

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Total Expenditures	<u>4,704,165</u>	<u>2,851,890</u>	<u>2,775,652</u>	<u>2,544,545</u>	<u>2,541,574</u>
Excess (Deficiency) of Revenue over Expenditures	-324,245	-312,251	-17,535	-19,118	10,000
Other Income/Expense					
Other Income					
40004 · Surplus, beginning of year	<u>683,244</u>	<u>358,904</u>	<u>46,653</u>	<u>29,118</u>	<u>10,000</u>
Total Other Income	<u>683,244</u>	<u>358,904</u>	<u>46,653</u>	<u>29,118</u>	<u>10,000</u>
Other Expense					
50204 · Deficit, beginning of year	95	0	0	0	0
50224 · Surplus, end of the year	<u>358,904</u>	<u>46,653</u>	<u>29,118</u>	<u>10,000</u>	<u>20,000</u>
Total Other Expense	<u>358,999</u>	<u>46,653</u>	<u>29,118</u>	<u>10,000</u>	<u>20,000</u>
Net Other Income	<u>324,245</u>	<u>312,251</u>	<u>17,535</u>	<u>19,118</u>	<u>-10,000</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>