



CENTRAL COAST REGIONAL DISTRICT

REGULAR BOARD MEETING AGENDA – December 14, 2017 at 10:00 am

PART I - INTRODUCTION

1. **Call to Order by CAO**
 - a. **Election of Chair, Vice Chair**

Adoption of Agenda – Introduction of Late Items

- i) **Late Item – Board Strategic Priorities**

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.”

- (A) **IN CAMERA MATTERS**
 - (a) **Matters Brought out of Camera**

- (B) **ADOPTION OF MINUTES**
 - (a) **Adoption of minutes – November 9, 2017.**

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PART II– PUBLIC CONSULTATION

1. **Delegation – none**

PART III – LOCAL GOVERNANCE

- (C) **OPERATIONS UPDATES & POLICY MATTERS ARISING**

Administrative Services

- (a) **Chief Administrative Officer Report – dated December , 2017** Page 11-20
 - i) **Board Resolution regarding remuneration for December 13th assignments**
- (b) **Board Appointments to Committees, Commissions and Associations** Page 21-52
- (c) **2018 Board Meeting Calendar** Page 53

Financial Services

- (d) Preliminary Budget Report, dated December 7, 2017 Page 54-65

Development Services

- (e) Community Economic Development Monthly Report, dated December 7, 2017 Page 66-76

Operations

- (f) Operations Monthly Report, dated December 7, 2017 Page 77-84

Leisure Services Commissions

- (g) Summary Action Plan, Centennial Pool, Report dated December 5, 2017 Page 85

Protective Services

- (h) Emergency Program Coordinator Report, dated December 11, 2017 Page 86-100
 (i) Emergency Operations Centre Report, dated December 8, 2017 Page 101-108
 (j) After Action Review Emergency Social Services, report of December 6, 2017. Page 109-128

Transportation Service

- (k) Transportation Monthly Report, dated December 8, 2017 Page 129-131

(D) EXECUTIVE REPORTS

- (a) Chair's Report
 (b) Electoral Area Reports
 i) Area A
 ii) Area B
 iii) Area C
 iv) Area D
 v) Area E

(E) BYLAWS AND POLICIES

- (a) Bylaw 477, cited as CCRD Board Remuneration and Expenses Bylaw No. 477, 2017 Page 132-134

That Bylaw No. 477, cited as CCRD Board Remuneration and Expenses Bylaw No. 477, 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”.

PART IV– GENERAL BUSINESS**(F) GENERAL CORRESPONDENCE**

- (a) AVICC Call for Nominations for AVICC Executive Committee Page 135-144
 (b) Letter from Selina Robinson, Minister of Municipal Affairs, dated Nov 21, 2017 Page 145-146
 (c) Letter from Rod Krimmer, dated Oct 21, 2017 Page 147
 (d) Letter to Jennifer Rice, from Wilma Hallam, dated December 8, 2017 Page 148-152
 (e) Letter from UBCM re gas tax agreement, dated November 21, 2017 Page 153
 (f) Letter from Ombudsperson, dated November 20, 2017, full report on request Page 154
 (g) Letter from Ernie Gladstone, Parks Canada, dated November 29, 2017 Page 155
 (h) Email from Mary Tutt, dated November 8, 2017 Page 156-157
 (i) Letter from Michel Bazille, dated November 20, 2017 Page 158
 (j) Email from Mary Hutton, dated November 21, 2017 Page 159-160
 (k) Email from Clarita Nicaragua, dated November 20, 2017 Page 161-162
 (l) Email from S&K O'Neill, dated November 20, 2017 Page 163-164
 (m) Email from Carmelle Dry, dated November 21, 2017 Page 165
 (n) Email from Jake & Nan Curry, dated November 22, 2017 Page 166-167
 (o) Email from Elizabeth Endicott, dated November 23, 2017 Page 168

(G) ADJOURNMENT