

**From:** Minister, MAH  
**Sent:** November 21, 2020 8:17 AM  
**To:** Undisclosed recipients:  
**Subject:** New COVID-19 Provincial Health Orders (Ref: 258110)

Ref: 258110

Mayors and Chairs

cc: Stephen Brown, Deputy Minister, Ministry of Health  
 Lori Halls, Deputy Minister, Emergency Management BC  
 Trevor Hughes, Deputy Minister, Ministry of Labour  
 Chief Administrative Officers  
 Gary Maclsaac, Executive Director, Union of BC Municipalities  
 Nancy Taylor, Executive Director, Local Government Management Association  
 Todd Pugh, Executive Director, CivicInfo



Dear Mayors and Chairs:

As you know, Provincial Health Officer Dr. Bonnie Henry announced a number of new province-wide restrictions to curb the increased spread of COVID-19 across the province. As I have committed to staying in touch and keeping you informed with respect to COVID-19 related information, I am reaching out today to provide a summary on some key topics in relation to the new COVID-19 provincial health orders. I would also strongly encourage you to stay up-to-date on the latest information available by regularly checking the provincial government's COVID-19 website at <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions> - which also contains some helpful examples and further details on the new restrictions outlined below.

Some of the topics discussed below are ones that came up in our conversations last week with local governments in Vancouver Coastal and Fraser Health regions about the restrictions that were in place for those regions, and they are certainly ones that I have heard about generally from community leaders throughout the province.

These restrictions are in effect province-wide from November 19, 2020 at midnight to December 7, 2020 at midnight.

- **PHO order on province-wide restrictions, social gatherings and events**

By order, all individuals, places of work and businesses in B.C. must significantly reduce social interactions. No social gatherings of any size at people's residences with anyone other than your household or core bubble are permitted. In addition, all events and community-based gatherings as defined in the [PHO order – Gatherings and Events \(PDF\)](#) are suspended and there are additional restrictions in place by sector. The order makes clear that suspension does not apply to formal meetings such as local government council or board meetings or business meetings – these are not social gatherings. For additional information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#pho-order> The order does not suspend operations in restaurants and bars and other types of businesses, such as retail and movies. Such operations can continue to operate as long as they have a COVID-19 Safety Plan and employee

protocols in place, including masks in all public indoor spaces. All Safety Plans should be reviewed and updated to reflect things such as mandatory masks.

- **Athletic activities**

Businesses, recreation centres or other organizations that organize or operate high risk indoor group physical activities must suspend the following activities: spin classes, hot yoga and high intensity interval training (HIIT). Guidance on other physical activities done with a group indoors (e.g. dance, martial arts, cheerleading) will need to follow updated guidance that is being developed. Gyms and recreation facilities that offer individual workouts and 1-2 person personal training sessions can remain open as long as they have a COVID-19 Safety Plan that is strictly followed. Sports games, competitions and practices can continue with no spectators and no travel. For additional information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#athletics> Note that businesses that close due to COVID-19 restrictions could be eligible to receive rent support of up to 90 percent.

- **Places of worship**

In-person religious gatherings and worship services are suspended by order. Religious services can continue using remote or virtual attendance options, like Zoom or Skype. People can still visit your place of worship for individual activities, such as contemplation or personal prayer, and meal preparation as part of a religious service can continue provided protocols are followed.

- **Mask requirements**

Masks are now required for everyone in all public indoor settings, all retail stores and common spaces/shared spaces at workplaces. People who cannot wear a mask due to medical conditions or who cannot put on or remove a mask on their own are exempt under the order. Masks are not recommended for children under the age of 2. For additional information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#masks> Note that the formal written order is expected to be issued early next week, with further details about the mask mandate, including enforcement. It is government's expectation that the public abide by the mask mandate immediately along with the public health orders that were announced.

- **Ordering masks and other critical supplies**

Masks, along with other critical Personal Protective Equipment (PPE) and cleaning supplies, are available for purchase through the Province's COVID-19 Supply Hub at: [www.gov.bc.ca/supplyhub](http://www.gov.bc.ca/supplyhub) The Province now holds large inventories of masks, gloves, gowns, goggles, face shields, industrial cleaner, disinfectant cleaner and wipes, bleach, hand sanitizer and trigger sprays – and can accommodate large orders for organizations looking to build up supplies for the winter season. There are no quantity restrictions on orders. Based on ongoing market analysis, prices are at or below available supply in the private market. Delivery is province-wide, typically shipped within one week of an approved order.

- **Travel advisory**

At this time, all non-essential travel should be avoided. This includes travel into and out of B.C. and between communities of the province. Individual circumstances may affect whether a particular trip is considered essential or non-essential. Essential travel within B.C. includes: regular travel for work within your region; and travel for things like medical appointments and hospital visits. For more information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#travel>

- **Enforcement of Provincial Health Orders – role/responsibilities of local government bylaw officers**

The role/responsibilities of local government bylaw officers have not changed. Local government bylaw officers' primary role is education of the public and compliance support, as well as collaboration with the police for a jurisdiction, authorized provincial enforcement officers and health officers if those officers see a need to move to enforcement of the provincial health orders. WorkSafe BC personnel can enforce safety plans (e.g. for businesses). Local government bylaw officers are not authorized to ticket in relation to the provincial health orders, however, they can issue tickets for bylaw infractions that may arise in circumstances related to provincial health orders. In addition to compliance activities by WorkSafeBC, an Environmental Health Officers team will focus on workplaces in the Vancouver Coastal and Fraser Health regions over the next two weeks to ensure COVID-19 Safety Plan compliance and enable rapid response and action.

Our commitment to supporting each other and coming together as a community is now more important than ever to curb the spread of COVID-19 in our province. The choices we make now and in the coming weeks and months will be essential to getting and keeping our province on the right track and addressing the pressures on our health care system and our communities. We need to step up our efforts now to keep essential services open.

As Dr. Henry says, remember to be kind, calm and look after each other in these challenging times.

Sincerely,

Selina Robinson  
Minister of Municipal Affairs  
and Housing

**From:** McCabe, Kate MAH:EX [mailto: ]  
**Sent:** Friday, December 04, 2020 5:33 PM  
**To:** Wilkins, Christina MAH:EX  
**Cc:** Faganello, Tara MAH:EX; Dann, Michelle MAH:EX; Hoskins, Lisa MAH:EX; Marotz, Nicola MAH:EX; Andrade, Ana MAH:EX  
**Subject:** COVID-19: Open meeting guidance

**This message is being forwarded to you on behalf of Tara Faganello, Assistant Deputy Minister of the Local Government Division, Ministry of Municipal Affairs**

Dear LG CAOs,

On December 2, 2020 Provincial Health Officer (PHO) Order on [Gatherings and Events](#) was amended and now requires local governments to make some changes to how meetings and public hearings are conducted. The public is now restricted from attending all local government meetings and public hearings in person.

Given the PHO Order on Gatherings and Events, the following guidance has been updated for your reference. For information on public hearings please see:

[https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/covid\\_public\\_hearing\\_guidance\\_update\\_dec4\\_2020.pdf](https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/covid_public_hearing_guidance_update_dec4_2020.pdf)

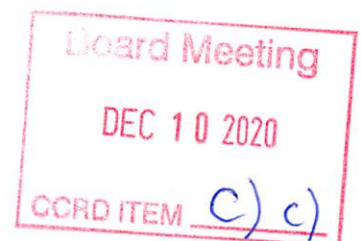
and for information on LG meetings please see:

[https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/covid\\_open\\_meetings\\_guidance\\_dec\\_4.pdf](https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/covid_open_meetings_guidance_dec_4.pdf)

As always please contact Ministry of Municipal Affairs staff if you have questions or comments. For questions about meetings please email: [LGGovernance@gov.bc.ca](mailto:LGGovernance@gov.bc.ca) and for questions about public hearings please email: [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca)

Sincerely,

Tara Faganello, CPA CGA BA Ec.  
Assistant Deputy Minister  
Local Government Division  
Ministry of Municipal Affairs  
and Inspector of Municipalities



**From:** Deputy Minister, MAH:EX [mailto: [REDACTED]]  
**Sent:** Thursday, December 03, 2020 2:22 PM  
**To:** Undisclosed recipients:  
**Subject:** Introduction from Deputy Minister Okenge Yuma Morisho

Ref: 258314

Chief Administrative Officers

Dear Chief Administrative Officers:

As you are no doubt already aware, the transition to our newly elected provincial government has come with some changes. I have been asked to serve as Deputy Minister of the Ministry of Municipal Affairs, and I would like to take this opportunity to introduce myself to you. This appointment is an exciting one for me, and I am looking forward to all that we can do together.

The ministry welcomes the Honourable Josie Osborne, Minister of Municipal Affairs, into her role and recognizes the service of the Honourable Selina Robinson as she takes on the role of Minister of Finance. I would also like to take this opportunity to wish Kaye Krishna every success as she takes on her new role as Deputy Minister, Ministry of Transportation and Infrastructure.

As I am getting up to speed on the work of the ministry in supporting local governments, I am seeing more and more clearly the accomplishments of the past and the promise of the future. British Columbia's local governments play a critical role in strengthening our communities, particularly in these complex and challenging times. The Local Government Division (LGD), with Assistant Deputy Minister Tara Faganello, remains with all its programs and legislation to support local governments across the province.

The ministry remains committed to supporting you through our COVID-19 recovery efforts as well as in your ongoing day-to-day business. Again, the LGD is here to assist with the questions and communications you and your local governments may have.

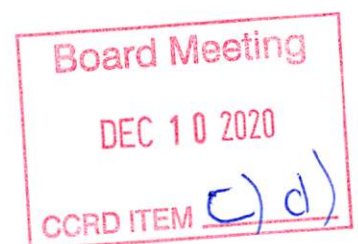
I appreciate everyone's patience and understanding as the ministry works through the government transition in the coming days. The positive and active level of engagement from many of you and your teams with ministry staff is very encouraging, and I look forward to your continued partnership in serving the people of B.C.

Should you have any questions or feedback you can reach my office, as usual, by email at:

[REDACTED]

Sincerely,

Okenge Yuma Morisho  
Deputy Minister  
Ministry of Municipal Affairs



# Late Item: 2021 Budget Presentation

Board Meeting  
DEC 10 2020  
CCRD ITEM C) e)



**To:** Courtney Kirk, CAO

**From:** Ye-Ne Byun, Finance Manager

**Meeting Date:** December 10, 2020

**Subject:** Outstanding Water Tolls

Board Meeting  
 DEC 10 2020  
 CCRD ITEM *C/F*

**Recommendation:**

*THAT the Board of Directors of the Central Coast Regional District authorize Administration to send out a Notice of Water Shut Off to those premises that have 2020 Water Toll charges outstanding on May 31, 2020, pursuant to Section 5 of Bylaw 282 and amending Bylaw 354.*

**Issue/Background Summary:**

In accordance with Bylaw 282 and amending Bylaw 354 the Board of Directors may by resolution, order the water shut off to any premises in which there are tolls or other charges owing for 120 days or longer.

**Policy, Bylaw or Legislation:**

Section 5.0 of Bylaw 282 (Water Rates and Charges), as amended by Bylaw 370, 2004 states:

“The Regional Board may by resolution order the water shut off to any premises on which there are any tolls or other charges owing for 120 days or longer. Water shut off under this section shall be subject to the administration and inspection charges outlined in Schedule C (\$50). Where the provision of section 5.0 cannot apply due to the regional district’s inability to disconnect the water supply, and pursuant to the provisions of the LGA (Section 376), the regional board may request that the Surveyor of Taxers add any outstanding tolls or other charges, including interest, to the taxes payable on the property which is serviced with water, as at December 31 in the year that the charges are outstanding.”

Section 399(2) of the Local Government Act states:

- 399 (1) This section applies to the following:
  - (a) regional district fees or charges imposed under this Act for work done or services provided to land or improvements;

(b)fees imposed under section 328 (2) (b) [*fire and security alarms systems*];

(c)amounts that a regional district is entitled to recover for work done or services provided to land or improvements under any provision of this Act that authorizes the regional district to recover amounts in the event of default by a person.

(2)If an amount referred to in subsection (1) is due and payable by December 31 and is unpaid on that date,

(a)the amount is deemed to be taxes in arrear,

(b)the regional district financial officer must promptly, after December 31, forward a statement showing the amount of the fee or charge

(i)to the Surveyor of Taxes in the case of real property that is not in a municipality, or

(ii)to the applicable municipal collector in other cases, and

(c)the Surveyor of Taxes or collector must add the amount of the fee or charge to the taxes payable on the property.

(3)If an amount is added to taxes under subsection (2) (c),

(a)the amount is deemed to be a Provincial or municipal tax, as applicable, and must be dealt with in the same manner as taxes against the property would be dealt with under the [Taxation \(Rural Area\) Act](#) or the [Community Charter](#), and

(b)when it is collected, the Minister of Finance or collecting municipality must pay the amount to the regional district to which it is owed.

(4)If an amount is added under subsection (2) (c) and is not paid at the time the property is sold by tax sale,

(a)if the upset price is obtained at the time of the tax sale, the minister or municipality referred to in subsection (3) must pay out of the proceeds of the sale the amount due under this section to the regional district to which it is owed, or

(b)if the upset price is not obtained and subsequently the property is sold, the proceeds of the sale must be applied according to the respective interests in the upset price.

(5)Despite subsections (2) to (4), the regional district to which the amount is owed may bring action in a court of competent jurisdiction to recover that amount.

### **Special fees and charges that are liens against property**



400 (1) This section applies to amounts referred to in section 399.

(2) An amount referred to in subsection (1)

(a) is a charge or lien on the land and its improvements in respect of which the charge is imposed, the work done or services provided,

(b) has priority over any claim, lien, privilege or encumbrance of any person except the Crown, and

(c) does not require registration to preserve it.

(3) An owner of land or real property aggrieved by the creation of a charge or lien under this section may, on 10 days' written notice to the regional district, apply to the Supreme Court for an order that the charge be removed or that the amount for which it was imposed be varied.

(4) On an application under subsection (3), if the court is satisfied that any of the amount for which the charge or lien was created was imposed improperly, it may order that the charge or lien be removed or that the amount be varied, or make another order it considers proper.

**Financial/Budgetary Implications:**


The Regional District's annual budget for the supply and distribution of potable water relies 100% on water tolls from water users. Currently, of the \$55,133 revenue, \$4,024 or 7.5 % is outstanding and not yet collected.

**Time Requirements – Staff and Elected Officials:**

None for elected officials, minimal staff time required.

**Options to Consider:**

1. Send out Notice of Water Toll Shut Off
2. Determine potential to defer notices.

Submitted by:   
 \_\_\_\_\_  
 Ye-Ne Byun, Finance Manager

Reviewed by: \_\_\_\_\_  
 Courtney Kirk, Chief Administrative Officer

# PROJECT UPDATE



Date: December 7, 2020  
 To: Ken McIlwain  
 From: Jacob Scissons  
 Subject: **DENNY ISLAND COMMUNITY WATER SYSTEM  
 PROJECT UPDATE –NOVEMBER 2020**

The following is a summary of key dates, recently completed activities, and next steps for the Denny Island Community Water System project.

## KEY DATES

- Vancouver Coastal Health (VCH) has issued the *Water Supply System Construction Permit* for the CCRD water distribution system, which is valid for one year from March 6, 2020. An extension will be requested to reflect the construction schedule.
- The Ministry of Transportation and Infrastructure (MOTI) *Permit to Construct, Use, and Maintain Works Within the Right-of-Way of a Provincial Public Highway* has been issued, which reflects the revised pipe cover of 0.9 metres and is valid until a revised date of December 31, 2021.
- The Ministry of Forests, Lands, Natural Resource Operations, and Rural Development (MFLNRORD) has issued the CCRD's *Conditional Water Licence*, a condition of which is that the infrastructure work be completed and water beneficially used by December 31, 2023.

## RECENT WORK COMPLETED

- The reservoir supply and distribution piping contract (being completed by Steve Emery Contracting) is underway. The photos below show some of the recent work.



Reservoir Drain / Overflow Piping



Reservoir Inlet / Outlet / Bypass / Swab Launch Piping



## PROJECT UPDATE

Date: December 7, 2020  
 File: 3383.0005.02  
 Subject: DENNY ISLAND COMMUNITY WATER SYSTEM  
 Page: 2 of 2



- Three proposal submissions have been received by School District #49 for the water treatment plant and are currently being reviewed.
- The electrical engineer (Ted Watanabe) is in contact with BC Hydro regarding the new electrical service required for the water treatment plant. Options being considered are a new overhead service from Airport Road or a new underground service from the school.

## NEXT STEPS

- The Fisheries and Oceans Canada *Request for Review* and Ministry of Forests, Lands, Natural Resource Operations, and Rural Development *Water Sustainability Act Section 11 Notification* applications for proposed culvert / creek crossings will be advanced.
- The CCRD and School District #49 will draft an agreement in support of the Vancouver Coastal Health *Operating Permit*.
- The watermain alignment will be refined targeting the optimal position within the road right-of-way, which will be partially informed by the trenching observations during the School District #49 works.
- The water service connection locations to each lot in the service area will be reviewed to ensure that each property is serviced by a fronting watermain. Further the position for the water meter box relative to the property line will be reviewed as will the protocols for how / when physical connection to the home is authorized.
- Hydrant positions will be reviewed, targeting an approximate spacing of 150 metres with adjustments based on ensuring sufficient access to hydrants and maximizing fire protection benefits.
- The procurement approach and phasing for construction of the CCRD water distribution system will be reviewed.
- The construction schedule may be impacted by the ongoing pandemic situation. The project team continues to advance tasks that can be completed safely and remotely.

Sincerely,

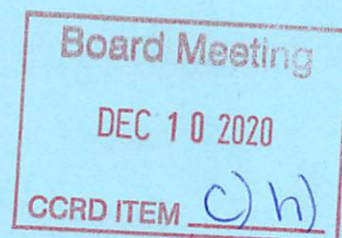
**URBAN SYSTEMS LTD.**

A handwritten signature in black ink, appearing to read "J Scissons".

Jacob Scissons, P.Eng.  
 Project Manager

U:\Projects\_KAM\3383\0005\02\IC-Correspondence\C1-Client\2020-12-07 Denny Island Water System - November 2020 Update.docx

Late Item:  
Bella Coola Airport  
Transportation Report



Late Item:  
Denny Island Airport  
Transportation Report

Board Meeting  
DEC 10 2020  
CCRD ITEM c) i)

**DENNY ISLAND AIRPORT COMMISSION  
MINUTES OF NOVEMBER, 26 2020**

Call to order: 7:04PM  
In attendance: Ingmar Lee, Steve Emery, Victoria Graham, Doug Sharkey  
Guests: Al Tite, Alex Laliberte  
Absent: Dan Bertrand, John Gerry, (out of communications) Tony Gellard (moved)  
Rusty Snow (self isolating)  
Agenda: M/C Ingmar and Steve Passed  
Minutes of last meeting: M/C Ingmar and Victoria Passed  
Correspondence: From RCMP and CBS regarding American aircraft landings, was discussed.  
Budget: Reviewed budget and discussed RFP for repairs on roof of building.  
Old Business: Discussion on brushing contract - completed.  
Discussion on crack filling - completed.  
New Business: RFP for the roof to be presented and discussed at the next meeting.  
Names of 2021 returning Commissionaires.  
Ingmar Lee, Stev Emery, John Gerry, Rusty Snow, Doug Sharkey,  
Victoria Graham  
New Volunteers: Al Tite, [REDACTED]  
Alex Laiberte [REDACTED]  
Adjournment: 7:28 PM M/C Steve and Ingmar.





**Municipal Finance  
Authority of BC**



## 2021 ANNUAL GENERAL MEETING & FINANCIAL FORUM

The Municipal Finance Authority of BC's Annual General Meeting & Financial Forum will be held on Thursday, March 25, 2021 virtually by video conference platform.

We invite Regional District CAOs and appointed MFA Members and Alternates to join us at our milestone event - celebrating the conclusion of our 50th anniversary year and hosting our first virtual Financial Forum.

The Financial Forum will present engaging ideas and discussion to delegates through speaker sessions and an overview on the MFA's programs and products.

### EVENT REGISTRATION

Please **RSVP** to [mfa@mfa.bc.ca](mailto:mfa@mfa.bc.ca) providing your name, organization, and email by March 10th, 2020.

All interested parties are welcome to attend, however pre-registration is required to gain access to the event. You will be invited to access the virtual event platform and event schedule online on February 1, 2021.

**Please note:** One MFA representative, either the appointed Member or Alternate, will be remunerated for their attendance at the Annual General Meeting. Alternate Members are welcome to attend the virtual sessions and observe the Annual General Meeting.

### 2021 SEMI-ANNUAL MEETING

MFA Semi-Annual Meeting of the Members will be held on Tuesday, September 14, 2021 (time and location TBD), in conjunction with the Annual UBCM Conference in Vancouver. Please visit the [UBCM website](#) for further details.

If you have any questions about these meetings, please contact us: [mfa@mfa.bc.ca](mailto:mfa@mfa.bc.ca)





Municipal Finance  
Authority of BC

## 2021 Member Appointment Contact Information

### Regional District Information

RD Name: \_\_\_\_\_

RD Mailing Address: \_\_\_\_\_

*Street Address*

*Unit Number*

*City*

*Province*

*Postal Code*

### Appointed Member Contact Information

Full Name: \_\_\_\_\_

*Last*

*First*

*M.I.*

Address: \_\_\_\_\_

*Street Address*

*Apartment/Unit #*

**BC**

*City*

*Province*

*Postal Code*

Email \_\_\_\_\_ Phone # \_\_\_\_\_

Please indicate which address is to be used for main contact:

Regional District Address

Member Address

### Alternate Appointed Member Contact Information

*\*mailing address of Regional District will be used if necessary*

Full Name: \_\_\_\_\_

*Last*

*First*

*M.I.*

Email \_\_\_\_\_ Phone # \_\_\_\_\_

### Additional Contact You Require Correspondence Be Sent To

Full Name: \_\_\_\_\_

*Last*

*First*

*M.I.*

Email \_\_\_\_\_ Phone # \_\_\_\_\_

RD CAO  
or CO

*Name*

*Signature*



**MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA  
MEMBERS OF THE AUTHORITY**

<b>Regional District</b>	<b>Member Appointed</b>	<b>Alternate</b>	<b>March 2021 Vote Entitlement*</b>
Alberni-Clayoquot			1
Bulkley-Nechako			1
Capital			4
Capital			4
Cariboo			2
Central Coast			1
Central Kootenay			2
Central Okanagan			4
Columbia Shuswap			2
Comox Valley			2
Cowichan Valley			2
East Kootenay			2
Fraser-Fort George			2
Fraser Valley			3
Fraser Valley			3
Kitimat-Stikine			1
Kootenay Boundary			1
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Mount Waddington			1
Nanaimo			4
North Coast			1
North Okanagan			2
Northern Rockies			1
Okanagan-Similkameen			2
Peace River			2
qathet			1
Squamish-Lillooet			1
Strathcona			1
Sunshine Coast			1
Thompson-Nicola			3

107

\*Based on 2016 Census Results

° Board of Trustees Member

Updated: November 19, 2019 (2:55PM)

**From:** [avicc@ubcm.ca](mailto:avicc@ubcm.ca) <[avicc@ubcm.ca](mailto:avicc@ubcm.ca)>  
**Sent:** November 10, 2020 2:43 PM  
**To:** [avicc@ubcm.ca](mailto:avicc@ubcm.ca)  
**Subject:** 2021 AVICC Convention Cancellation

*Please forward to elected officials, the CAO and Corporate Officer:*

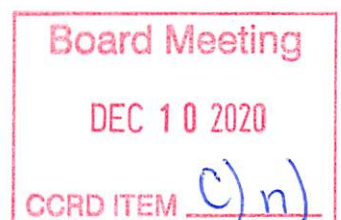
The AVICC Executive Committee met on November 5<sup>th</sup> and made the difficult decision to cancel the in-person convention scheduled for April 16-18, 2021 in Nanaimo. The health and safety of our members and the communities we serve remains the priority of AVICC. With the on-going concerns about COVID-19 and group gatherings, we felt that our usual convention format would not be possible.

The Executive will be meeting on December 11<sup>th</sup> to discuss the variables and rationale for holding a virtual convention and AGM in 2021. We will be looking at options for a resolutions process or other ways of gathering member input, and will be delaying a call for resolutions and nominations until after the December 11<sup>th</sup> meeting.

AVICC will continue to serve our members by amplifying local government voices in our region with the provincial and federal government. We will be sending out further information on how members can put forward priorities for 2021 after the December meeting. Members who have made hotel reservations should contact their hotels for cancellations.

Thank you for your understanding,

Director Ian Morrison  
President, AVICC



**From:** White, Christine MUNI:EX [mailto: [REDACTED]]  
**Sent:** Friday, December 04, 2020 5:28 PM  
**Cc:** Ashbourne, Jade MUNI:EX; Faganello, Tara MAH:EX; Marotz, Nicola MAH:EX  
**Subject:** Mayors and Chairs Teleconference Call regarding COVID-19 updates and continued support for Local Governments

Hello,

Please join Minister Josie Osborne and the Provincial Health Office on a call December 11<sup>th</sup>, 2020 to discuss COVID-19 updates and continued support for Local Governments.

This call will take place on December 11<sup>th</sup> at 2:00-3:00pm .

We are able to delegate **2 lines for each community only**. Please have any additional participants wanting to listen on the same phone so we do not encounter any capacity issues which would prevent other communities' representatives from joining.

I have attached an agenda for this call, and for ease of reference, included the dial in detail below:

Access codes:

Participant Conference ID: [REDACTED]

Dial-in Phone Numbers:

[REDACTED]

We appreciate your participation in this call. If you have any questions or concerns, please feel free to contact me at the information provided below.

Many thanks,

**Christine White**

Administrative Coordinator to the

Honourable Josie Osborne

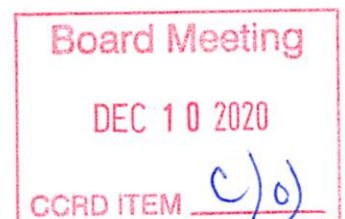
Minister of Municipal Affairs

Room 310, Parliament Buildings

Cell: [REDACTED] | Office: [REDACTED]



Please consider the environment before printing this email.



**From:** MFA <[mfaemail@mfa.bc.ca](mailto:mfaemail@mfa.bc.ca)>  
**Sent:** November 24, 2020 2:24 PM  
**Subject:** NOTICE: Municipal Finance Authority of BC Appointment of Member(s)  
**Importance:** High

November 24, 2020

VIA EMAIL

**Attention: Regional District, Chief Administrative Officer**

Re: Municipal Finance Authority of BC Appointment of Member(s)

Dear Sir/Madam,

This is a reminder of the requirement to appoint a Member or Members to the Municipal Finance Authority of BC (MFA) **prior to February 28, 2021** for a period of approximately one year (from date of appointment until a successor is appointed between November 2021 and February 2022). The regional district may also appoint one Alternate Member for each Member, to act in the case of necessary absence from a meeting of the Authority.

Under the *MFA Act*, all regional districts have at least one director appointed, based on population, with Fraser Valley and Capital having two and Metro Vancouver having ten for a total of 39 Members of the Authority.

**Please fill in the attached Member Appointment Contact Information for your member(s), and their alternate(s) and return via email along with the official appointment documentation on your regional district letterhead.**

Although our Act states that **appointments are to be made no later than February 28<sup>th</sup>**, we strongly recommend this be completed at your earliest opportunity. This will ensure that Members can make arrangements to participate in the virtual Financial Forum & Annual General Meeting on **March 25<sup>th</sup>, 2021**.

#### **2021 Annual General Meeting - Virtual Event**

In response to the current provincial health orders, the 2021 Annual General Meeting will be held virtually on Thursday, March 25<sup>th</sup>, 2021. **Please reserve this date (tentatively 9:00 a.m. - 4:00 p.m.) in your calendars.** Event registration details and further information will be shared after February 1, 2021.

For your reference, please see attached the 2021-2021 draft listing of Members of the Authority and Alternates Members (including vote entitlement), as well as the 2021 Notice of the MFA AGM/Financial Forum & Semi-Annual Meeting.

Please email any questions to [mfa@mfa.bc.ca](mailto:mfa@mfa.bc.ca).

Kind regards,

Peter Urbanc  
Chief Executive Officer



**Municipal Finance  
Authority of BC**

217-3680 Uptown Boulevard  
Victoria, BC V8Z 0B9

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250.383.1181 | [mfa.bc.ca](http://mfa.bc.ca)

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**Regional Introductory and COVID-19 Update Calls  
Minister of Municipal Affairs & BC Mayors and RD Chairs**

**North West & North East Region**

**Conference Call Line:** Toll Free - North America  
Vancouver local  
**Participant Code:**

**AGENDA**

Date: December 11<sup>th</sup>, 2020

Time: 2:00pm

Duration: 1 Hour

**Please do not call in until 5 min  
prior to the start of your call.**

<b>Event Summary</b>	Teleconference with Minister Josie Osborne and Mayors and Regional District Board Chairs
Key contacts	Minister's Office: Jade Ashbourne, Event Coordinator: Christine White
<b>Time</b>	<b>Agenda Items:</b>
5 mins	<b>Minister Osborne</b> - Opening Remarks and Introduction
5 mins	<b>Minister Osborne</b> – General Updates
10 mins	<b>Dr. Brian Emerson</b> – COVID-19 Updates
30 mins	<b>Mayors and Chairs</b> Roundtable in alphabetical order What are the top one or two priorities you have for your community in the next few months, and how can we support you to meet them?
5 mins	<b>Minister Osborne</b> – Next Meeting and Closing Remarks

\*As there are only 30 minutes to get through everyone, Minister Osborne would request that you keep your remarks focused to one or two items to give everyone on the call a chance to speak.



**To:** Courtney Kirk, CAO

**From:** Destiny Mack, EA

**Meeting Date:** December 10, 2020

**Subject:** 2021 Board Meeting Calendar

**Recommendation:**

*THAT the Board of Directors of the Central Coast Regional District approve the 2021 board meeting calendar.*

**Issue/Background Summary:**

Meetings are set a year in advance.

**Policy, Bylaw or Legislation:**

Policy A-2 Office Hours & Period of Closure  
Policy A-29 5.04 Public Holidays

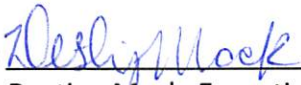
**Financial/Budgetary Implications:**

**Time Requirements – Staff and Elected Officials:**

Minimal.

**Options to Consider:**

1. Approve the 2021 Board Meeting Agenda
2. Amend the 2021 Board Meeting Calendar

Submitted by:   
 Destiny Mack, Executive Assistant

Reviewed by:   
 Courtney Kirk, Chief Administrative Officer

**Board Meeting**  
 DEC 10 2020  
 CCRD ITEM C) p1

Late Item:  
Board Meeting  
Calendar





City of Fort St. John  
10631 100 Street | Fort St. John, BC | V1J 3Z5  
250 787 8150 City Hall  
250 787 8181 Facsimile

December 1, 2020

File # 0230-20

Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Union of BC Municipalities  
Suite 60 - 10551 Shellbridge Way  
Richmond, BC V6X 2W9

Attention: Jamee Justason

Dear Ms. Justason,

Reference: **UBCM Convention Schedule**

City Council has been reviewing its memberships in various organizations, taking into consideration the value provided by the organization versus the expense to be a member. At the July 27, 2020 Council meeting, Council had a robust discussion regarding this topic as well as the current format of the annual UBCM Convention.

The resolutions session, in which many municipalities contribute submissions for discussion, are debated at the same time as individual local government Minister meetings are scheduled. Both are important to attend which leaves local government elected officials conflicted with competing priorities since their resolution submission(s) may be discussed at the same time as they are scheduled to meet with a Minister.

Since the 2020 UBCM convention is virtual, this allowed the Ministers meetings to be scheduled from September 14 to 18 with the convention itself taking place from September 21 to 24. It is recognized that the alternate format was developed due to the pandemic although this change may bode well to incorporate as part of the regular convention schedule moving forward. This would allow local government elected officials to participate in the convention as well as attend requested Minister meetings.

It is acknowledged that UBCM is undertaking a review of its existing resolution process to streamline the number and content of submissions which may result in the number of resolutions being reduced.

... 2

Board Meeting  
DEC 1 0 2020  
C) 9)

December 1, 2020 Letter to UBCM

Page 2

It would be appreciated if UBCM could provide an update on members' response to the resolution submission process changes and the change in Minister meeting scheduling.

If you have any questions, please contact me at (250) 787-8160 or by email at [lackerman@fortstjohn.ca](mailto:lackerman@fortstjohn.ca).

Yours truly,



Lori Ackerman  
Mayor

cc member municipalities