

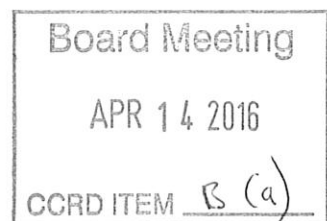


CENTRAL COAST REGIONAL DISTRICT
REGULAR BOARD MEETING MINUTES

DATE: March 10, 2016

ATTENTION

These minutes are draft and subject to amendment. Final approval and adoption is by resolution at the next scheduled meeting.



REGULAR BOARD MEETING MINUTES – March 10, 2016

In Attendance:	Electoral Area A	Alternate Director Clint Coutts (via phone)
	Electoral Area C	Chair Alison Sayers
	Electoral Area D	Director Richard Hall
	CAO	Darla Blake
	CFO	Donna Mikkelson (portion)
	Public Works Manager	Ken McIlwain (portion)
	CEDO	Tanis Shedden (portion)
	Recording Secretary	Cheryl Waugh
Absent:	Electoral Area B	Director Reg Moody-Humchitt Absent with regrets
	Electoral Area E	Director Samuel Schooner Absent with regrets

Members of the gallery – one (portion)

PART I - INTRODUCTION

1. **Call to Order**

The Chair called the meeting to order at 9:04 a.m.

2. **Adoption of Agenda**

a) (Introduction of late items)

Addition of two reports:

(C) a) i. Chief Administrative Officer's Report

(C) a) ii. Denny Island Recreation Commission Report

16-03-01 M/S Directors Hall/Coutts that the agenda be adopted as amended.

CARRIED

3. **Disclosures of Financial Interest**

The Chair reminded 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.

4. **Disclosures of Interests Affecting Impartiality**

The Chair reminded 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.

(A) **IN CAMERA MATTERS**

(a) **Matters Brought Out of In Camera**

No matters were brought out of in camera

(B) ADOPTION OF MINUTES

- a) Regular Board Meeting, February 11, 2016

16-03-02 M/S Directors Hall/Coutts that the February 11, 2016 minutes be adopted **CARRIED**

The following item was brought forward:

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING - Financial Services

- a) Parcel Tax Requisition 2016

16-03-03 M/S Directors Hall/Coutts that the 2016 Parcel Tax Roll for the Bella Coola Waterworks Local Service Area (LSA) be confirmed and authenticated and forwarded for collection to the Surveyor of Taxes. **CARRIED**

PART II- PUBLIC CONSULTATION

1. Delegations –
a. Sgt. Justin Thiessen, RCMP, 9:45 a.m.

Sgt. Thiessen presented an overview on various RCMP activities and internal planning underway for the Bella Coola Detachment.

In comparing 2015 with 2014 statistics, driving complaints were down by 24% while impaired driving was up by 28%, likely due to the fact police are targeting those violators. There was an increase in assaults but a decrease in sexual assault, break and enter and mischief. 2015 saw an increase in Charges Forwarded to Crown by 23%. Early statistics for 2016 show little or no change for the same infractions.

Key objectives for the detachment are aimed at violent offenses and impaired driving. The RCMP want to continue relationship building in the community to assist with curbing violence. Five issues the detachment sees as valuable primary driving factors and priorities are a crime reduction strategy, impaired driving initiative as a pro-active measure, suicide prevention, youth substance abuse and violence.

The RCMP don't want to take on a broad approach to substance abuse as a priority but are in the planning stages of how to reduce access of liquor to youth and will continue working in schools with the D.A.R.E. program (Drug Abuse Resistance Education) and targeting people making it easy for youth to get liquor.

The RCMP have worked with the Nuxalk Nation where feasts were held for both men and women to provide insight as to how violence affects families. They are keen on practicing more of a community grassroots approach to continue to show, as a detachment, the value of this method.

The RCMP's performance planning for 2016 begins April 1st and Sgt. Thiessen invited feedback from the board from its perspective as it sees concerns in the community. The first draft of the plan should be ready by the end of April.

On a final note Sgt. Thiessen said that the local detachment will run with four RCMP members for the summer and there will be five members by the fall.

The Chair thanked Sgt. Thiessen and all the members of the RCMP detachment for the difficult job they have and for what they do.

- b. Joan Sawicki, Chair, Official Community Plan Advisory Committee 10:00 a.m. (Also see agenda item (C)(g) OCPAC Final Report)

Joan Sawicki joined the meeting to speak to the final report of the Official Community Plan Advisory Committee and thanked the board for allowing her as a representative on the committee.

Ms. Sawicki provided a visual aid in the form of two charts which demonstrated what a typical Official Community Plan (OCP) looks like. She explained the advisory committee only looked at the policies of the CCRD's OCP and not at the zoning, subdivision servicing or other 'on the ground' bylaws. The committee only looked at the words in the current OCP.

As noted in the committee's final report, Section 1 of the OCP is basically a rewrite, has no map and includes outdated information.

Section 2 of the OCP does endorse a revised vision which made the goals out of sync plus there are no objectives in this plan.

Section 3 was a mixed bag regarding the policies with some outdated and others irrelevant.

The conclusion reached by way of the charts and the final written report demonstrated why the OCPAC's recommendation is not to update the OCP at this time, which is not a recommendation to do nothing. The final report concludes that it would be premature for the CCRD to undertake and update of the OCP for the Bella Coola Valley at the current time.

The Chair asked for clarification as to which policies the board should be looking at. See final report pages 8,9,10, first four bullets. Those policies are in limbo because there are no goals or objectives to go with them. On the Policy Table, take the comments and highlight the 3rd column of the policies with missing areas. Use all of this as an internal planning document to see if it works and is aligned with the district's other policy documents such as the Integrated Strategic Plan.

The Chair publicly thanked Ms. Sawicki for the tremendous amount of work she put into the committee, the expertise she brought to the table and in particular her time commitment. All committee members were acknowledged for their efforts through the review process.

PART III – LOCAL GOVERNANCE

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

Administrative Services

- a) i. Chief Administrative Officer's Report dated March 4, 2016

- 16-03-04** M/S Directors Hall/Coutts that the Chief Administrative Officer's Report dated March 4, 2016 be received.

CARRIED

The Chief Administrative Officer's report provided an update on the Governance and Service Delivery Diagnostic Analysis Study. The Minister of Community Sport and Cultural Development has signed the Cost Sharing Agreement with the CCRD for undertaking the Governance and Service Delivery Diagnostic Analysis Study to the value of \$60,000 for Phase 1 of the study.

The Terms of Reference for Phase 1 of the study and the CCRD proposed Request for Proposal (RFP) have also been approved. A short list of five appropriately qualified and experienced consultants was agreed upon with the Ministry. The RFP was sent out to the five chosen consultants with a deadline of March 21st for receiving their proposals.

- 16-03-05** M/S Directors Hall/Coutts that Ed Backmann be appointed as Deputy Emergency Program Coordinator for Ocean Falls.

CARRIED

ii. Denny Island Recreation Commission Report dated March 2, 2016

- 16-03-06** M/S Directors Coutts/Hall that the Denny Island Recreation Commission Report dated March 2, 2016 be received.

CARRIED

At the February 11, 2016 meeting of the board the matter of appointments to the Denny Island Recreation Commission (DIRC) was considered. An option was put forward that the board consider resolving to suspend any funding or appointments to the commission until further notice.

Correspondence was received from three Denny Island residents expressing a variety of concerns and disappointment with the recommendation to disband the DIRC. Ms. Mary Leslie, in particular, had questions for the board with regard to the decisions made at both the December, 2015 and February, 2016 board meetings.

- 16-03-07** M/S Directors Hall/Coutts that staff be instructed to bring forward the Denny Island Recreation Commission Bylaw No. 441 for amendment, particularly as it relates to Membership and Term Section 4 where it will be amended to state that the Commission shall consist of four members and the quorum will be three.

CARRIED

- 16-03-08** M/S Directors Coutts/Hall that Chair Sayers communicate directly with Mary Leslie in response to her email correspondence to explain the rationale for the board's decisions with regards to the Denny Island Recreation Commission.

CARRIED

b) Financial Plan 2016-2020 – Final Presentation

- 16-03-09** M/S Directors Coutts/Hall that the Financial Plan 2016-2020 be received.

CARRIED

The Chief Financial Officer presented the latest draft of the financial plan for the years 2016-2020. Highlights include an overall increase in property value assessments of 15% as determined by B.C. Assessment Authority.

The current projected tax requisition is sitting at an increase of 5.8% over 2015. The final surplus figures for 2015 have been confirmed by the regional district auditors and are included in the financial plan. Despite the increase in the regional district's tax levy, actual cost to residential property owners will decrease on average, due to the increase in non-residential property value assessments.

16-03-10 M/S Directors Hall/Coutts that Bylaw #55, cited as the Central Coast Regional District Five-Year Financial Plan Bylaw No. 55, 2016 be now introduced and read a first time.
CARRIED

16-03-11 M/S Directors Hall/Coutts that Bylaw #55, cited as Central Coast Regional District Five-Year Financial Plan Bylaw No. 55, 2016 having been given due and detailed consideration by the Board be now read a second and third time.
CARRIED

16-03-12 M/S Directors Hall/Coutts that Bylaw #55, cited as Central Coast Regional District Five-Year Financial Plan Bylaw No. 55, 2016 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.
CARRIED

Development Services

c) Community Economic Development Report dated March 2, 2016.

16-03-13 M/S Directors Coutts/Hall that Community Economic Development Report dated March 2, 2016 be received.
CARRIED

The Community Economic Development Officer (CEDO) spoke to the report noting she had a busy month of engagement.

The CEDO attended the Vancouver Coastal Health Authority's Healthy Community Forum in Vancouver on February 19, 2016. This forum was structured to reflect community development principles and practices, such that VCH's intention moving forward is to engage with the Central Coast Regional District Board of Directors rather than the Central Coast Regional Hospital District Board.

The Central Coast Regional District has been identified by the Vancouver Coastal Health Authority as a priority community for increased engagement for 2016/2017. Several members of VCH will be coming to the Central Coast over the next few months to gather and provide additional information regarding how to tailor partnerships in the region to move the Healthy Communities initiative forward in our region. The CEDO will be providing a report to Vancouver Coast Health regarding what a regional district is, what it does and doesn't do, and what some challenges are to local community engagement. This will be used to ensure that any support that does come to the Central Coast region

is structured to work and be sustainable with the unique governance structure found in the Central Coast Regional District.

On February 18, a follow-up local producers meeting was held at the Bella Coola Valley Inn. The intent of this meeting was to provide market information on several small scale retail opportunities to provide local producers with the opportunity to more efficiently meet market demand. Through the BC Food Systems Network the Bella Coola Sustainable Agriculture Society has successfully secured a listserv linking Central Coast producers, local retailers and wholesale purchasers. A listserv is an electronic mailing list. Information can be shared readily for example, requests for local produce can be posted and then that request is distributed to producers who are registered to the Bella Coola Valley listserv. A key to success of this initiative will be local buyers leveraging the Bella Coola Valley listserv as a means to communicate demand with local producers.

The application to the Northern Development Initiative Trust for annual funding of \$1,200.00 has been accepted and the website www.lovecentralcoastbc.com is now open for applications. There will be an engagement process at the end of March. The board of directors can champion the cause by spreading the word and sending interested parties to the CEDO.

d) Land Use Planning Report, dated March 3, 2016

16-03-14 M/S Directors Hall/Coutts that the Land Use Planning Report, dated March 3, 2016, be received.

CARRIED

e) Official Community Plan Advisory Committee (OCPAC), draft minutes of February 19, 2016

16-03-15 M/S Directors Coutts/Hall that the Official Community Plan Advisory Committee draft minutes of February 19, 2016 be received.

CARRIED

f) Official Community Plan Advisory Committee (OCPAC) Final Report, dated March 1, 2016.

16-03-16 M/S Directors Coutts/Hall that the Official Community Plan Advisory Committee Final Report, dated March 1, 2016, be received.

CARRIED

The Chair asked for the board's thoughts about the OCPAC's final report and recommended the board ask staff to review and analyze the final report of the OCPAC. There are specific questions to be answered which would provide more information and assist in the decision to move forward or not.

Administration will report back to the board.

Public Works

g) Public Works Monthly report dated March 3, 2016.

- 16-03-17** M/S Directors Hall/Coutts that the Public Works Department Report dated March 3, 2016, be received.

CARRIED

The Public Works Manager spoke to the highlights of his report.

- Design work continues for the new recycling facility and transfer station at the Thorsen Creek Waste and Recycling Centre. Intern Kyle Mettler completed initial conceptual design work which was included in the report. This is in preparation for construction.
- A condition assessment will be undertaken over the next several months at Centennial Pool by Carscadden Stokes McDonald Architects Inc. and AME Engineering to ascertain existing condition of the pool tank and mechanical system and examine replacement costs.
- A large spruce tree at Walker Island Park was removed to make room for a septic system and reduce tree litter on the new infield.
- CCRD kicked off its Waste Reduction and Recycling Education Campaign the week of February 15th. Mary Forbes and Caitlin Thompson presented to classrooms in Acwsalcta School and Bella Coola Elementary School. Topics covered involved waste reduction, recycling and the environment.
- The Public Works Manager participated in a Northern Focus group on Solid Waste Management and provided feedback to the Ministry of Environment on challenges faced in our region.
- With partial grant funding in place, CCRD will move forward with condition assessments of infrastructure. In their capacity as Engineers of Record, Urban Systems Ltd. will assist with a condition assessment of the town site water system, as well as the airports on Denny Island and in Bella Coola.

Leisure Services Commissions

- h) Centennial Pool Commission, request for appointment of Russ Hilland to the pool commission.

- 16-03-18** M/S Directors Coutts/Halls that Russ Hilland be appointed to the Centennial Pool Commission.

CARRIED

- i) Denny Island Recreation Commission, minutes dated February 29, 2016.

- 16-03-19** M/S Directors Hall/Coutts that the Denny Island Recreation Commission minutes dated February 29, 2016 be received.

CARRIED

RECESS

The regular meeting resumed at 11:03 a.m.

Transportation Services

- j) Bella Coola Airport/Denny Island Airport report dated March 3, 2016.

16-03-20 M/S Directors Hall/Coutts that the Transportation Report - Bella Coola and Denny Island Airport report dated March 3, 2016 be received.

CARRIED

(D) EXECUTIVE REPORTS

- a) Chair's Report –

Alison Sayers provided a verbal report highlighting her activities over the past month and upcoming dates of interest.

- On March 4th the Chair attended the Northern Development Initiative Trust Northwest Regional Advisory Committee meeting by phone. Allocation for the Northwest Region for the year is almost entirely granted out. Some may be left for another allocation in June but this isn't clear yet. The next meeting is to be scheduled somewhere in the first two weeks in June.
- The Chair met with Jennifer Rice, MLA for the North Coast, who was recently in the community to discuss Maternity Matters. She is visiting many communities in the province to learn more about the challenges of being pregnant in communities where there are no birthing services.
- The Chair reported that the Coastal Ferries Group is meeting with Minister Stone on April 4th. Although unable to attend in person, a request has been made for a conference call option.
- The CAO/CEO Forum and the Municipal Finance Authority AGM will be held at the end of March and the Chair will be in attendance along with CAO, Darla Blake.
- The Chair will also be attending the Association of Vancouver Island and Coastal Communities conference with CAO, Darla Blake April 8-10 where she will be introducing a CCRD resolution. As the only representative there from the board she wants to ensure her speech is reflective of the board's message and a copy will be distributed in advance of the conference for comment/feedback.
- The Chair attended one of the open house sessions of Bella Coola Community Forest Ltd. in early March.
- The Chair participated in some of the Business Walks with the CEDO and encourages other board members to engage with the CEDO and businesses in their areas as it was great to hear business owners' perspectives.
- The Chair will be attending UBCM Advocacy Days in Victoria in April and will not be available for the April board meeting.

b) Electoral Area Reports

- i. Area A – No report
- ii. Area B - No report
- iii. Area C – see Chair's Report
- iv. Area D – Director Hall provided a short verbal report

Ideas were discussed about planning a meeting with constituents and board directors. The rationale is to meet with constituents to see what the issues or barriers are and how the board can improve its methods. What would people like to see to connect the communities in a more sound way and to have consistency? The CAO offered to work with the CEDO to get a base idea for an informal gathering. The Chair would like to see copies of the budget available at the gathering. All liked the concept of information booths/stations as a meeting model. The date selected was Thursday, August 11th, 7pm at Legion as a target. This may change. Alternate directors are to be invited as well. Director Hall gave a short report on Nuxalk building initiatives.

- v. Area E – No report

(E) BYLAWS AND POLICIES

- a) Bylaw No. 453 Central Coast Regional District Records Management:

16-03-21 M/S Directors Hall/Coutts that Bylaw No. 453 cited as Central Coast Regional District Records Management Bylaw No. 453 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration."

CARRIED

- b) Bylaw No. 455 Bella Coola Valley Street Lighting Service Area Establishment Amendment:

16-03-22 M/S Directors Hall/Coutts that Bylaw No. 455 cited as Bella Coola Valley Street Lighting Service Area Establishment Amendment Bylaw No.455 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration.

CARRIED

- c) Bylaw No. 456 Bella Coola Valley Street Lighting Service Area Establishment Amendment

16-03-23 M/S Directors Hall/Coutts that Bylaw No. 456 cited as Bella Coola Valley Street Lighting Service Area Establishment Amendment Bylaw No.456 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration.

CARRIED

- d) Bylaw No. 457 Central Coast Airport Operating and Management Commission Establishing Bylaw:

- 16-03-24** M/S Directors Hall/Coutts that Bylaw No. 457 cited as Central Coast Airport Operating and Management Commission Establishing Bylaw No.457, 2016 having been reconsidered and having met all prerequisites for final adoption, be now finally adopted, sealed and signed by the Chair and Person responsible for corporate administration.
CARRIED
- e) Bylaw No. 459 Temporary Borrowing Bylaw No. 459, 2016:
- 16-03-25** M/S Directors Coutts/Hall that Bylaw No. 459 cited as Temporary Borrowing Bylaw No. 459, 2016 be now introduced and read a first time.
CARRIED
- 16-03-26** M/S Directors Hall/Coutts that Bylaw No. 459 cited as Temporary Borrowing Bylaw No. 459, 2016 having been given due and detailed consideration by the Board be now read a second and third time.
CARRIED
- 16-03-27** M/S Directors Hall/Coutts that Bylaw No. 459 cited as Temporary Borrowing Bylaw No. 459, 2016 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.
CARRIED
- f) Policy A-10 Filing Disclosures, having been amended, now seek approval.
- 16-03-28** M/S Directors Hall/Coutts that Policy A-10 Filing Disclosures be approved as amended.
CARRIED
- g) Policy A-16 Donation Request Campaigns, having been reviewed and seeking approval.
- 16-03-29** M/S Directors Hall/Coutts that Policy A-16 Donation Request Campaigns be approved as reviewed.
CARRIED
- h) Policy A-17 Donations and Bequests, having been reviewed and seeking approval
- 16-03-30** M/S Directors Coutts/Hall that Policy A-17 Donations and Bequests be approved as reviewed.
CARRIED
- i) Policy A-17(a) Donations and Bequests in Conjunction with an Emergency Event, having been reviewed and seeking approval
- 16-03-31** M/S Directors Hall/Coutts that Policy A-17(a) Donations and Bequests in Conjunction with an Emergency Event be approved as reviewed.
CARRIED
- j) Policy E-2 Drinking and Driving – Road Sense, having been reviewed now seek approval.

- 16-03-32** M/S Directors Coutts/Hall that Policy E-2 Drinking and Driving – Road Sense be approved as reviewed. **CARRIED**
- k) Policy E-7 Ethical Standards of Conduct for Elected Officials, report and policy for approval.
- 16-03-33** M/S Directors Coutts/Hall that the Central Coast Regional District Board of Directors receives the report, Policy E-7 Ethical Standards of Conduct for Elected Officials, dated February 3, 2016. **CARRIED**
- 16-03-34** M/S Coutts/Hall that the Central Coast Regional District Board of Directors adopts the amended Policy E-7 Ethical Standards of Conduct for Elected Officials, which includes a section on the Principles of the *United Nations Declaration on the Rights of Indigenous Peoples*. **CARRIED**
- l) Policy E-9 Directors Travel to Board Meetings, having been reviewed now seek approval.
- 16-03-35** M/S Directors Coutts/Hall that Policy E-9 Directors Travel to Board Meetings be approved as amended. **CARRIED**

PART IV– GENERAL BUSINESS

(F) GENERAL CORRESPONDENCE

- a) Ministry of Transportation & Infrastructure – Shoulder Widening in Bella Coola, Hwy 20
b) AVICC 2016 AGM & Convention
c) Memo UBCM – UBCM Concerns Heard on Fire Services
d) Memo UBCM – New Fire Safety Act Introduced
e) Ministry Jobs, Tourism and Skills Training – Syrian refugees in British Columbia, dated Jan 19, 2016 and an update dated Feb 26, 2016
f) District of Squamish – request for support on Transit Challenges in Active and Growing Communities
g) Port Coquitlam, 2016 FCM Resolution – Build Canada Grant Funding
h) Ministry of Health, regarding physician assistants (PAs)
i) Minister Fassbender (MCSCD), invitation to engage on the Climate Leadership Team's Recommendations
- 16-03-36** M/S Directors Hall/Coutts that item (F)a) Ministry of Transportation & Infrastructure-Shoulder Widening in Bella Coola, Hwy 20 be received. **CARRIED**

- 16-03-37** M/S Directors Coutts/Hall that item (F)b AVICC 2016 AGM & Convention brochure be received. **CARRIED**
- 16-03-38** M/S Directors Hall/Coutts that item (F)c Memo UBCM- UBCM Concerns Heard on Fire Services be received. **CARRIED**
- 16-03-39** M/S Directors Coutts/Hall that item (F)d Memo UBCM-New Fire Safety Act Introduced be received. **CARRIED**
- 16-03-40** M/S Directors Coutts/Hall that item (F)e Ministry Jobs, Tourism and Skills Training- Syrian refugees in British Columbia, dated January 19, 2016 and an update dated February 26, 2016 be received. **CARRIED**
- 16-03-41** M/S Directors Hall/Coutts that item (F)f District of Squamish request for support on Transit Challenges in Active and Growing Communities be received. **CARRIED**
- 16-03-42** M/S Directors Coutts/Hall that item (F)g Port Coquitlam, 2016 FCM Resolution-Build Canada Grant Funding be received. **CARRIED**
- 16-03-43** M/S Directors Coutts/Hall that item (F)h Ministry of Health regarding physician assistants be received. **CARRIED**
- 16-03-44** M/S Directors Hall/Coutts that item (F)i Minister Fassbender (MCSCD), invitation to engage on the Climate Leadership Team's Recommendations be received. **CARRIED**

(G) ADJOURNMENT

There being no further business the meeting was adjourned at 11:45 a.m.

Chair

Corporate Officer

RECEIVED

MAR 30 2016

Central Coast Regional District

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

1

Date of Application: March 30, 2016 Board Meeting Date April 14, 2016

Name of person or group wishing to appear before the Board of Directors: Ana Santos,
as President of the Denny Island Development Community Association (DICDA)
and the Central Coast Chamber of Commerce

Address: 70 Atli Point Rd, Denny Island BC, V0T 1B0

Number of people attending: _____ Spokesperson Name: _____

Subject of presentation: Community Works Fund

Purpose of presentation: information only
 requesting a letter of support
 Other (provide details) _____

Q&A and discussion with CCRD Board regarding the Community Works Fund

Contact person (if different than above): _____

Daytime telephone number: 604.892.0305

Email address: ana.santos@telus.net

Will you be providing supporting documentation? yes no

If yes: handouts at meeting (recommend delivered in advance)
 PowerPoint presentation
 publication in agenda (one original due by 4:00 pm seven days prior to your appearance date)
 Other (explain) _____

* Delegations will have a maximum of 15 minutes to make their presentation to the Board.
* Delegation speakers, please be advised that: All questions and answers during a delegation must only be directed or received to Board members. No questions are to be directed or received from the public.

Board Meeting
APR 14 2016
CCRD ITEM 1.(a)

Denny Island's questions re. the Community Works Fund (CWF):

- What is the difference between the Strategic Priorities Fund (SPF) and the Community Works Fund (CWF)?
- Please take a moment to review the table on the following page, which details the CCRD's CWF revenues and expenditures from 2005 to 2014:
 - Regarding allocations from the Community Works Fund in the CCRD, what is the process followed to; (1) request, and; (2) assign monies from the Community Works Fund to a particular project?
 - Can we make this process public so that all communities in the region can apply to the CCRD for funding from the CWF?

YEAR	CCRD, CWF REVENUE (Community Works Funds, Gas Tax)	CCRD, CWF PROJECTS	CCRD, CWF EXPENDITURES (per project)	COMMUNITY	TOTAL EXPENDITURES	TOTAL UNSPENT FUNDS (inc. accrued interest)
2005	\$69,307.30	N/A	nil	N/A		\$69,350.83
2006	\$69,272.00	N/A	nil	N/A		\$140,254.00
2007	\$90,966.01	CCRD Refuse Disposal	\$59,605.00	Bella Coola	\$59,605.00	\$172,319.01
		Thorsen Creek Waste & Recycling	\$16,055.00	Bella Coola		
		Lobelco Community Club, Hall Retrofit	\$15,897.00	Bella Coola		
2008	\$101,053.14	Bella Coola Harbour Water	\$21,430.69	Bella Coola	\$56,913.69	\$216,458.46
		Centennial Pool Retrofit	\$3,521.00	Bella Coola		
		Denny Island Tourism & Enterprise Centre	\$15,000.00	Denny Island		
2009	\$180,570.78	Lobelco Community Club, Ceiling Fans	\$4,221.41	Bella Coola	\$21,945.71	\$374,659.53
		Centennial Pool Retrofit	\$2,654.30	Bella Coola		
		Bella Coola Harbour Water	\$10,902.00	Bella Coola		
		Centennial Pool Upgrade	\$24,612.00	Bella Coola		
2010	\$178,569.06	Bella Coola Volunteer Firefighters Society, Community Hall Retrofit	\$2,242.00	Bella Coola	\$59,605.00	\$513,368.59
		CCRD Digital Mapping	\$2,104.00	Bella Coola		
		Bella Coola Volunteer Firefighters Society, Community Hall Retrofit	\$1,236.50	Bella Coola		
		CCRD Digital Mapping	\$655.27	Bella Coola		
		Fall 2010 Flood Damage Debris	\$10,439.55	Bella Coola		
2011	\$178,554.08	Repairs to Centennial Pool as a result of flood damage	\$24,769.28	Bella Coola	\$212,694.60	\$479,228.07
		Purchase/Renovation of Office Building	\$147,000.00	Bella Coola		
		Bella Coola Valley Sustainable Agriculture Society - Land Availability	\$6,594.00	Bella Coola		
		Denny Island Community Water System	\$8,000.00	Denny Island		
		Lobelco Community Club, Hall Retrofit	\$4,000.00	Bella Coola		
		Bella Coola Harbour Authority, Public Toilets	\$10,000.00	Bella Coola		
2012	\$178,554.08	Repairs to Centennial Pool as a result of flood damage	\$32,509.26	Bella Coola	\$82,509.26	\$575,272.89
		Nuxaik Hall Rehabilitation Project	\$50,000.00	Bella Coola		
		Nuxaik Hall Rehabilitation Project	\$50,000.00	Bella Coola		
		Centennial Pool Upgrade	\$5,354.04	Bella Coola		
2013	\$178,494.18	Bella Coola Valley Sustainable Agriculture Society - Electric Fencing	\$4,358.28	Bella Coola	\$135,412.58	\$618,354.49
		CCRD Refuse Disposal	\$47,162.95	Bella Coola		
		Thorsen Creek Waste & Recycling	\$28,537.31	Bella Coola		
		CCRD Refuse Disposal	\$30,559.02	Bella Coola		
2014	\$289,310.97	Thorsen Creek Waste & Recycling	\$11,900.65	Bella Coola	\$58,248.25	\$670,923.03
		Shearwater Community Water	\$15,788.58	Denny Island		

TOTAL SPENT IN BELLA BELLA = \$0

TOTAL SPENT IN OCEAN FALLS = \$0

TOTAL SPENT IN QWIKWENGO = \$0

TOTAL SPENT IN DENNY ISLAND = \$38,788.58

TOTAL SPENT IN BELLA COOLA = \$568,795.51

CENTRAL COAST REGIONAL DISTRICT

BYLAW NO. 449
SCHEDULE "C"

DELEGATION to BOARD REQUEST FORM

Date of Application: March 30, 2016 Board Meeting Date April 14, 2016

Name of person or group wishing to appear before the Board of Directors: Ana Santos,
as President of the Denny Island Development Community Association (DICDA)

Address: 70 Atli Point Rd, Denny Island BC, V0T 1B0

Number of people attending: _____ Spokesperson Name: _____

Subject of presentation: Small Communities Fund grant application by DICDA

Purpose of presentation: information only
 requesting a letter of support
 Other (provide details) _____

The attached grant application by DICDA to the Small Communities Fund (SCF) is in DRAFT form (deadline, Apr 28). DICDA is asking the CCRD for a letter of support and 1/3 of the funding requested to the SCF, i.e. 1/3 of \$32,500, which is approx. \$10,850.00. Funding requested is specifically for a small baler and a community composter (quotes attached), which will be owned by DICDA on behalf of the Denny Island community.
Contact person (if different than above): _____

Daytime telephone number: 604.892.0305

Email address: ana.santos@telus.net

Will you be providing supporting documentation? yes no

If yes: handouts at meeting (recommend delivered in advance)
 PowerPoint presentation
 publication in agenda (one original due by 4:00 pm seven days prior to your appearance date)
 Other (explain) _____

* Delegations will have a maximum of 15 minutes to make their presentation to the Board.
* Delegation speakers, please be advised that: All questions and answers during a delegation must only be directed or received to Board members. No questions are to be directed or received from the public.

Board Meeting
APR 14 2016
CCRD ITEM 1. (b)

NEW BUILDING CANADA FUND**SMALL COMMUNITIES FUND****APPLICATION FORM**

PLEASE READ THE PROGRAM GUIDE in order to ensure you submit all required information before completing this Application Form.

The Application Form must be completed in full and submitted with all mandatory supporting documentation. See Program Guide section 6 for more details. Applicants should be aware that information collected is subject to provincial freedom of information legislation.

All sections of the application form must be completed. If a question is not relevant to your specific project, enter N/A. Where possible we have provided examples to assist you in the completion of the Application Form.

Please provide only specific concise project information.

Application Number:	231
------------------------	-----

A. Applicant Information

Legal Name of Applicant:	DICDA (Denny Island Community Development Association)		
Applicant Mailing Address:	PO Box 40	City/Town:	Denny Island
Province:	BC	Postal Code:	V0T 1B0
Primary Contact First Name:	Ana	Phone Number:	(604) 892-0305 Ext:
Primary Contact Last Name:	Santos	Email Address:	ana.santos@telus.net
Title of Primary Contact:	President	Alternate Contact Name:	

B. Project Information

Project Title: Denny Island: Waste Diversion & Emissions Reduction Initiatives 2016

1. **Select the Project Type that describes the largest percentage of works being undertaken in this Project.**

Solid Waste Management

2. **Nature of the project.**

Acquisition

3. **Provide a brief project rationale outlining why the project is needed along with the objectives that will be achieved.**

The community of Denny Island is looking at ways of reducing the reusable materials that end up discarded as waste while contributing to emissions reductions in our Province. Although Denny Island is small, we see our population grow considerably during the summer months, with thousands of boating and fishing enthusiasts visiting us from all over Canada, the United States and countries from all over the world. Adding to our own materials, these visitors leave large quantities of recyclables behind which we are currently very ill-equipped to deal with.

Denny Island residents and businesses are donating time and equipment, and partnering to create and organize a recycling centre with programs that will allow us to keep recyclables and food scraps away from the landfill. **We are requesting financial assistance to help us with our recycling and composting programs, with funding specifically directed to the acquisition of a small baling machine (to enable and streamline the shipment of recyclables) and a community composter (to create soil from food scraps).**

The positive impacts and objectives of our efforts will be felt well beyond our small community, and will include the following;

1. Waste reduction and diversion;
2. Increased and better quality local food production with soil from the composting process;
3. Greenhouse gas emissions reductions derived from Objectives 1 and 2 (less "waste" in the landfill, and reduced transportation of foods over long distances);
4. Spread of awareness and positive behaviour changes;
5. Community engagement and involvement, resulting in a stronger community;
6. Numerous opportunities for education initiatives involving kids and adults;
7. A higher standard of quality of life for residents, and a more positive and pleasant experience for visitors, translating into greater economic benefits.

4. **Describe the alternatives considered for this project.**

-One alternative to both programs is the status quo, which greatly limits our ability to positively contribute to the health (economic and otherwise) of our environment, our population and our region.

-For recyclables, another alternative is to bag them. This, however, makes the collection and organization process more difficult and less efficient, and with recyclables taking more space in bags than they do in bales, it also complicates the shipping (by sea) to the recycling company in Vancouver, which would also be more expensive.

-For compostables, another alternative is to simply let residents do their own thing at home. This, however, does not allow for all food scraps to be composted, as compost bins in households tend not to be wildlife-proof, which is of particular concern in our area, where bears and wolves, among other wildlife, abound. A community composter is safe for all types of foods scraps, and it gives residents the added benefit of creating something together that they can put to good use in the collective community garden.

5. Provide a detailed list of the physical works of the project.

Project Works:

- Clearing area in central location for quick and easy access and identification by residents and visitors
- Constructing/Refurbishing/Decorating two shipping containers for collection of recyclables in separate bins
- Fencing the recycling compound
- Container artwork and printed educational materials

6. a) Provide physical address of project *.

100 Atli Point Rd, Denny Island BC, V0T 1B0

b) Project Latitude:

52°08.805'

c) Project Longitude:

128°05.400'

** Map of project location is mandatory. See section 6 of the Program Guide for a list of mandatory and optional supporting documentation.*

7. a) What is the population of the community?

90

b) What is the population that will be served by this project?

3,000

c) List the communities below that will benefit from the project:

Denny Island, Ocean Falls, and the many visitors to the area year round

8. a) Estimated Project Start Date:

01/03/2016

b) Estimated Project End Date:

c) Estimated Construction Start Date:

02/05/2016

d) Estimated Construction End Date:

e) Identify existing risks to meeting this timeline. Please list all that are known and include your evaluation and proposed mitigation for each risk. (i.e. seasonal limitations to construction; detailed design work; public oppositions expected; referendum required, Environmental Assessment/Aboriginal Consultation etc...)

Timeline Risks:

Issue/Risk	Timing or Impact	Mitigation
Grant not approved	Indefinite delay	Bags / Household composting

f) Other project timeline comments:

9. a) Does the project involve federal owned asset?

No

- If Yes, please provide detail:

b) Does the project involve provincial owned asset?

No

- If Yes, please provide detail:
- c) Has tender on design work been awarded?
No
- d) Has tender on construction work been awarded?
No
- e) Has physical work on construction been started?
No
- f) Does the project involve lands within the Agricultural Land Reserve?
No

C. Financial Details

In addition to the financial information below, a detailed cost estimate is mandatory. See section 6 of the Program Guide for a list of mandatory and optional supporting documentation.

10. Summary of Financial Details	
a) Total Gross Project Costs:	\$ 47,500
b) Ineligible Project Costs	
Land Acquisition Costs:	\$
Leasing Land, Building and Other Facilities:	\$
Financing Charges:	\$
Legal Fees:	\$
In-kind Contribution:	\$ 15,000
Tax Rebate:	\$
Other:	\$
Total Ineligible Project Costs:	\$
c) Eligible Project Costs	
Design/Engineering Costs (max 15%):	\$
Construction/Material Costs:	\$ 32,500
Contingency:	\$
Other (EA, etc.):	\$
Total Eligible Project Costs:	\$
d) Total Grant Request:	\$ 32,500
11. Provide detailed list of Other Funding Sources.	
<u>Please note:</u> Other federal and/or provincial grants will affect the total grant requested as per stacking limit. The provincial contribution will be equal to the federal contribution. - see section 1.5 of the Program Guide.	
Other Funding Sources	Amount of Funding
In-kind donations by local businesses and community members	\$ 15,000
	\$
	\$
	\$
12. Indicate how the local share of capital costs have been secured and show evidence of secured funds i.e. audited financial statement, bank statement etc.	
13. Will the project require the borrowing of funds?	
No	

14. Who will own the completed project?
DICDA (Denny Island Community Development Association) on behalf of the community of Denny Island.
15. Who will be responsible for operating and maintenance?
DICDA (Denny Island Community Development Association) on behalf of the community of Denny Island.
- Do you have a plan to fund, operate and maintain the asset over its lifecycle?
Yes
 - What are the expected annual operation & maintenance costs of the project [including depreciation]?
Approx. \$20,000
 - How will the operation, maintenance and renewal of this capital project be funded?
User-paid waste disposal (per bag fee for garbage) and donation of deposits on returnables
16. Do you have council/board resolution authorizing the project to proceed and commit your share of project funding?
No
- If no, when do you expect to submit the council/board resolution:
14/04/2016
17. Indicate how the program funding will have an incremental impact on the project whether its scope enhanced (increase in size - expressed in the form of a percentage) or its timing accelerated (by number of years).
Without the funding requested, the Recycling Centre will go ahead but on a limited scale (efficiency reduced to 50%).
18. Eligible Costs Forecast - Project cost estimates are based on work completed or goods and services received, and are for all contributions (Provincial, Federal, and Applicant Share):
- | | |
|---|-----------|
| Project Costs – work expected to be completed April 1, 2015 to March 31, 2016 | \$ 0 |
| Project Costs – work expected to be completed April 1, 2016 to March 31, 2017 | \$ 32,500 |
| Project Costs – work expected to be completed April 1, 2017 to March 31, 2018 | \$ |
| Project Costs – work expected to be completed April 1, 2018 to March 31, 2019 | \$ |
| Project Costs – work expected to be completed April 1, 2019 to March 31, 2020 | \$ |
| Project Costs – work expected after March 31, 2020 | \$ |
| Total (must equal Total Eligible Costs (10 c.)) | \$ 32,500 |
19. Asset Management
- a) Do you have a long-term financial plan that exceeds a 5 year horizon? If yes, how many years after 5 years does it go?
No
- b) How does it relate to your OCP? Capital works plan? Asset management plan? Other strategic community and corporate plans?
N/A
- c) What proportion (%) of infrastructure replacement are you able to fund through current financial revenues?
5%
- For the asset class that you are applying for:
- d) Do you have an asset inventory/register – complete? Up to date?
No
- e) Condition assessment?
No

- f) An asset management plan? If yes is the plan linked to a long term financial plan?
No, other than expecting having to replace the equipment in 20 years.
- g) Using the AM BC Roadmap available at www.assetmanagementbc.ca, identify which 'Basic Level' practice modules/building blocks your local government has achieved (for the asset category applied for)?
N/A
- h) What effect will the proposed project have on service levels and how will these be measured?
Up to now, Denny Island has not had any waste reduction programs of this type in place. The initiatives included in this project will allow us to start diverting valuable resources from the landfill and provide us with easy ways of measuring progress and results. Records will be kept on an ongoing basis:
-The baler will allow us to measure recyclables by weight: bale weight cardboard, 70-90kg; bale weight plastic, 80-110kg.
-The composter has an easily measurable input capacity of 25-30kg/day, 10 tons/year.
20. If this project involves a partnership, provide the legal name of all partner organizations and describe how they are supporting this project:
-DICDA (Denny Island Community Development Association), overseeing the project, seeking funding, providing volunteers, etc.
-Central Coast Chamber of Commerce, assuring local residents' and businesses' participation
-Shearwater Marine Ltd, providing the physical space for the Recycling Centre and assistance with day-to-day operations

D. Project Benefits

Economic growth, cleaner environment and stronger communities

Please use the following questions to demonstrate how the proposed project meets program objectives. Projects will be assessed on how they meet one or more of these principles. Where possible provide quantitative data in the fields below (e.g. total GHG emission reductions, energy saved, number of residents that will have access to drinking water which meets emerging water standards, etc.).

Economic growth

21. a) Describe how the project improves economic growth in the community:

Waste diversion initiatives are important segments of the world economy, leading to job creation and turning waste reduction into savings. On Denny Island, our recycling program will also create jobs, as DICDA is exploring avenues to employ students during the busiest months, when thousands of visitors arrive in the area. As our waste reduction and diversion initiatives become well established, DICDA will be evaluating the need and the possibility of full-time, year-round employment to manage our recycling and composting programs.

Our community is also looking at ways of extracting revenue from these programs, e.g. from the sale of recyclables, and of good quality compost to local businesses and residents for private use, and also to visitors, perhaps as a unique, attractively packaged Denny Island product. Additional jobs could potentially be created through these initiatives in the future.

- b) List the direct and indirect economic benefits and any impacts that are real but not measureable (e.g. community cohesiveness):

DICDA sees recycling as an investment in our community. Well run recycling facilities, as opposed to waste disposal sites, can make a community more appealing to residents and visitors alike. Residents will enjoy life more, which increases the likelihood that they will stay

in the community. Population retention can lead to population increase, which, in turn, leads to more and better services and economic growth. From their part, visitors will enjoy a more pleasant experience; they will want to come back and will share their story with others. As these visitors travel and spend more time in our area, greater economic benefits will be generated not only for Denny Island but for the whole Central Coast region.

DICDA also sees recycling and composting as ways to bring pride and togetherness to our community. Denny Island's residents and businesses will engage in a group endeavour that carries both individual and collective benefits, resulting in a stronger and more cohesive community.

Cleaner environment

- c) Describe the environmental benefits and contribution of the project (e.g. reduced resource consumption, reduction in greenhouse gas emissions, etc.):

In line with the environmental benefits realized through waste diversion and reduction on a global scale, Denny Island's recycling and composting programs will positively contribute to resource and energy conservation, and to reductions in water and air pollution and greenhouse gas generation from the production, transportation, and disposal of solid waste. We see this exacerbated by the remoteness of our location, and in the case of composting/soil production, also by its topography, since the lack of top soil on the island requires that we bring soil from outside for gardening and food production purposes.

Ultimately, our initiatives will support the manufacturing of recyclables and drive positive changes in behaviour, e.g. the purchase of recycled products. The loop created and the environmental and economic benefits derived from it will ensure the overall success of the recycling and composting programs.

- d) Describe the community health and social benefits of the project (e.g. promoting inclusive and accessible communities, improved drinking water quality, etc.):

Our waste reduction and diversion initiatives will positively contribute to improving the health of our community morally, by attending to the need and desire to do what is obviously right and good for all, and physically, as the reduction of greenhouse gas emissions and environmental pollutants can alleviate chronic health issues like asthma. Additionally, our selected composting solution eliminates potentially harmful pathogens and disease bacteria from the compost and results in no grey water discharge. Our recycling and composting initiatives put together will also have the added benefit of reducing vehicle traffic to the landfill, with the resulting decrease in harmful exhaust gases.

Starting small but aiming big, DICDA believes that our community's commitment to a cleaner, and, therefore, healthier environment will reflect our commitment to a better quality of life. This can have ample and extensive positive impacts and direct and indirect economic benefits.

Stronger communities

- e) Describe how this project will advance the long-term goals and vision of the community as identified in applicable community plans. Include a copy of the relevant sections of the community plan(s) as supporting documentation. See Section 6 of the Program Guide. Through the soon-to-be-established Recycling Centre and the recycling and composting programs, the Denny Island Community Development Association (DICDA) is expressing the vision and desires of our community to adopt ways of life that are healthier and more beneficial for all (be it residents, businesses or visitors) and more in line with the requirements of a clean and well-looked after environment.

Additionally, our efforts are consistent with the CCRD - Central Coast Regional District's objectives (as stated in the Solid Waste Management Plan for the region), which highlight the need to "maximize the potential for adopting the Provincial Government's reduce, reuse, recycle, recover and proper residual management policy given the Regional District's climate, remoteness and financial resources." (Relevant pages from the CCRD's Solid Waste Management Plan attached to application.)

E. Environmental Assessment and Aboriginal Consultation

- 22. Is any part of the project located on federal lands?
No
- 23. Will aboriginal groups be consulted about the project?
No
- 24. Is the project subject to an environmental assessment?
No

F. Mandatory and Supporting Documents

All mandatory and optional supporting documentation* are to be emailed or mailed (must include application number) to:

For the following project categories:

Brownfield Redevelopment, Connectivity and Broadband, Disaster Mitigation Infrastructure, Highways and Major Roads, Innovation, Local and Regional Airports; Public Transit, Short Line Rail and Short Sea Shipping

Ministry of Transportation and Infrastructure
PO Box 9850 Stn Prov Govt
5C - 940 Blanshard St.
Victoria, BC V8W 9T5
Phone: 250-952-0675
Email: infrastructure@gov.bc.ca

For the following project categories:

Drinking Water, Green Energy, Solid Waste Management and Wastewater

Ministry of Community, Sport and Cultural Development
PO Box 9838 Stn Prov Govt
4th Floor 800 Johnson St.
Victoria, BC V8W 9T1
Phone: 250-387-4060
Email: infra@gov.bc.ca

* Please see Section 6 of the Program Guide for a list of mandatory and optional supporting documentation.



Quote

Date:	March 30, 2016
Valid Until	April 29, 2016
Quote #:	
Customer ID:	
Province	BC

Customer:

Denny Island Community Development Association
 PO box 40
 Denny Island, BC V0T 1B0
 Phone 604-892-0305
 Fax
 E-Mail ana.santos@telus.net

Quote/Product Description

Bramidan Model X10 HD

Article No.	Item Description	Qty	Price	Amount
X10 HD	Bramidan Model X10 HD	1.00	\$11,690.00	\$11,690.00
	Press force (lbs)		22000.00	
	Power supply		110V 20A 1-phase 60Hz	
	Motor (HP)		5.50	
	Noise level (dB)		62-64	
	Cycle time (sec)		40.00	
	Dimensions WxDxH (inch)		52 x 41 x 75	
	Weight (lbs)		1470.00	
	Feed opening WxH (inch)		31 x 24	
	Load height (inch)		31.00	
	Chamber height (inch)		51.00	
	Stroke (inch)		33.00	
	Bale size WxDxH (inch)		30 x 24 x 24	
	Bale weight OCC (lbs)		150-200	
	Bale weight plastic (lbs)		175-245	
	<i>Including:</i>			
	* GSM modem			
	* Low noise pump			
	* Full bale indicator light			
	* Operator control panel located on front			
	* Hydraulic oil in tank			
	* 10 feet cable (without plug)			
	* Starter kit binding			
	* Knife for cutting the strapping			
	* Front bale ejection system w/o use of chain			
	* Safe 2-handed auto bale ejector			
Subtotal				\$11,690.00
Pst 7%				\$818.30
Gst 5%				\$584.50
Total				\$13,092.80

Special Notes and Instructions
 This quote is FOB our warehouse in Richmond, BC

Above information is not an invoice and only an estimate of services/goods described above.
 Payment will be collected in prior to provision of services/goods described in this quote.

If you have any questions concerning this quote, contact Johan Olsen 604.584.2622

Thank you for your business!

JP Olsen Enterprises Inc.
 P.O. Box 84632, Surrey, BC V3W 6Y7
 Tel: 604.584.2622 • Fax: 604.398.2370 • johan@jpolsen.com



Quote

Date:	March 30, 2016
Valid Until	April 14, 2016
Quote #:	
Customer ID:	
Province	BC

Ship-to Address: FOB Richmond, BC

Leasing Option Flexible leasing options available through our leasing partner "National Leasing"
As low as \$238.

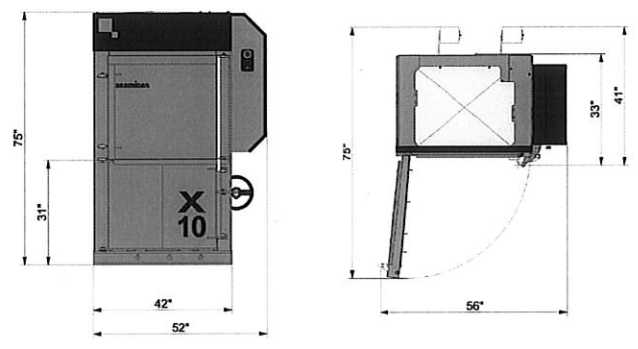
For dimensions, please see image below.

This quote is valid for 30 days from today's date.

Please feel free to contact us for more information

Best regards

JP Olsen Enterprises Inc



Johan Olsen

Please confirm your acceptance of this quote by signing this document

If you have any questions concerning this quote, contact Johan Olsen 604.584.2622

Thank you for your business!



Recycling Alternative

(590275 BC Ltd.)

Being part of the solution doesn't have to cost the Earth™

Ph: 604-874-7283

Fx: 604-874-7252

info@recyclingalternative.com

www.recyclingalternative.com

April 4, 2016

Recycling Alternative Quote For Denny Island Community Development Association

Denny Island Community Development Association
Attn: Ana Santos
PO Box 40
Denny Island, B.C.
V0T 1B0

Subject: Quote for Oklin GG-10s composter

Delivery

Delivery of the composter(s) will be approximately ninety (90) days after Recycling Alternative receives a 50% deposit payment. The order for this composter is required to be processed with a larger shipment of units otherwise an immediate freight charge will apply.

Recycling Alternative **shall deliver** the goods to the Customer. Unit(s) **should be located** in an **enclosed area and** placed at **ground level** that is load bearing to the weight of the machine.

Installation

The installation requires a single-phase (110v) electrical hookup via a disconnect switch within a 10 foot radius of the location of the composter.

The **Customer** shall bear all expenses of connecting, installing, disconnecting and physical alterations required for the placement of the composter.

Technical Assistance

Recycling Alternative will provide knowledge, professional advice, and information related to **recommendations for optimum placement and setup** for the Customer to install the composter and commence the composting process.

Recycling Alternative **will provide** the Customer with all necessary manuals, brochures and telephone support to provide maintenance and operational assistance for optimal operation and functioning of the composter.



Recycling Alternative

(590275 BC Ltd.)

Being part of the solution doesn't have to cost the Earth™

Ph: 604-874-7283 Fx: 604-874-7252 info@recyclingalternative.com www.recyclingalternative.com

Warranty

Standard - 1-year on parts

Title Title of the composter **shall remain** with Recycling Alternative and shall not pass to the Customer until the Customer has paid full purchase price to Recycling Alternative.

Validity This price is valid until May 4, 2016.

FOB Shearwater South Richmond Terminal

Pricing

Oklin GG-10s
Input capacity – 55 lbs/day to 66 lbs/day
Price – \$17,000
*All figures do not include taxes

Payment terms

- The Customer shall pay the accepted Purchase Price plus PST and GST tax (if applicable)
- The Customer will pay a deposit of 50% at time of order to guarantee the agreed price
- Payable in Canadian dollars by wire transfer of funds prior to shipment of order



Recycling Alternative

(590275 BC Ltd.)

Being part of the solution doesn't have to cost the Earth™

Ph: 604-874-7283

Fx: 604-874-7252

info@recyclingalternative.com

www.recyclingalternative.com

Additional Details

Ongoing Maintenance

Every day staff are required to clean screens and check the machine temperature and filters. This only is only takes a couple of minutes. Every week staff are required to offload the immature compost material.

Machine Maintenance Service Available:

- Grease machine and tipper
- Check machine and tipper bearings
- Check machine heating oil
- Run system tests and optimize machine computer
- Inspect electronics and wiring
- Check and clean screens
- Clear residual condensate from bio-filters.
- Check temperature control

Cost: \$325.00 per visit + travel time

Technician Repair:

\$ 100/hr + travel time

Recycling Alternative
 449 Industrial Ave, Vancouver BC
 p. 604-874-7283 f. 604-874-7252
 info@recyclingalternative.com
 www.recyclingalternative.com

***** EQUIPMENT QUOTE *****

Name: Ana Santos **Quote #:**
Date: 04/04/2016

Company: Denny Island Community Development Association
Address: PO Box 40, Denny Island, BC V0T 1B0
Phone: 604-892-0305
Fax:
Email: ana.santos@telus.net

Service Address:

Item #	Item	Description	Quantity	Cost	Total
1	1	Oklin GG-10s Composter	1	\$17,000	\$17,000.00
2	1	Delivery	1	\$250	\$250.00
3					
4	1	Option - Immediate Freight Charge	1	\$2,000	\$2,000.00
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Subtotal	\$17,250.00
Sales tax	\$2,070.00
Total	\$19,320.00

Notes:
 Composter will be delivered to Shearwater South Richmond Terminal at 115-6086 Russ Baker Way Richmond, BC V7B 1B4.



CENTRAL COAST REGIONAL DISTRICT

TO: Chair Alison Sayers and Board of Directors

FROM: Darla Blake, CAO

SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT -
07 April 2016

RECOMMENDATION:
THAT the Chief Administrative Officer's Report dated 07 April 2016 be received.

STRATEGIC PLANNING

The endorsed CCRD Integrated Strategic Plan 2015-2019 is now available on the CCRD website. If members of the public would like a hard copy they can come into the CCRD office to obtain a copy.

The 2016 Strategic Priorities:

Weight	Factor	Measure
30%	Asset Management Plan	Complete the initial CCRD Asset Management Plan to the required "baseline" level by 30 June 2016.
30%	Governance/ Service Delivery Study and Analysis	To undertake Phase 1 of 3 Phases (over 3 years) Governance/Service Delivery Study and Analysis. Phase 1 includes securing funding from province, developing ToR to secure a consultant to undertake the study during 2016, with results to be assessed by CCRD and the Ministry CSCD in order to develop the next steps (Phase 2 of 3).
25%	Solid Waste Management Plan	Identify and document future needs, issues and opportunities, budgets and funding implications of SWM Plan by 31 December 2016
15%	Economic Development Plan	Review the current EDP and update as needed or develop a new EDP by 31 December 2016

Board Meeting
 APR 14 2016
 CCRD ITEM C(a)

GOVERNANCE MATTERS

Governance and Service Delivery Diagnostic Analysis Study - Update

The CCRD put out the Governance and Service Delivery Diagnostic Analysis Study Request for Proposal (RFP) to five (5) short-listed appropriately qualified and experienced consultants.

The RFP deadline was extended to 21 March 2016. Proposals were considered by Administration involved in the study, Ministry Community Sport and Cultural Development staff involved, as well as a review of the proposals by the board.

CCRD wish to advise that Leftside Partners Inc., have been appointed to work with CCRD to deliver on the Governance and Service Delivery Diagnostic Analysis Study – Phase 1 by 31 December 2016. CCRD administration looks forward to working with Leftside Partners Inc.

Throughout the Phase 1 study process, it is our intention to take a multi-pronged approach to keeping the public well informed on progress. More information will come forward to the public, once we complete final details on a process work plan with the consultants from Leftside Partners Inc.

The administration team is looking forward to the study and we have ensured there will be plenty of opportunities for communities and organizations from across our diverse region to participate in the process and provide the consultants with valuable feedback and knowledge.

ADVOCACY – BC FERRIES

The Regional District Chairs Ferry Group on the Coast continues to work on advocacy and lobbying of the BC Provincial government regarding BC Ferries services and fares.

Minister Todd Stone has been forwarded the *draft* Terms of Reference for the Working Group of the Regional District Chairs Ferry Group on the Coast.

The Coastal RD Chairs were scheduled to meet with Minister Todd Stone on the 4th April 2016, at the Parliament Buildings in Victoria, however Minister Stone cancelled the meeting, again.

GRANTS

Infrastructure Planning Grant

CCRD applied for an infrastructure planning grant in the amount of \$10,000 for the Asset Condition Assessment project. We are advised the grant has been approved.

GENERAL

Recent attendance at conferences:

CEO/CAO Regional District Forum & MFA Forum/AGM –

The Chair and CAO attended the CEO/CAO Regional District Forum, followed by the MFA Forum and AGM, in Victoria during the week of 29 March – 1 April 2016. It both forums had interesting speaks on governance, impacts on the economy with the changes to the dollar and globalization, and a nuts and bolts session on governance issues like “is there a need for alternate directors”. As always, the opportunity to network with other regional districts and CAOs can never be underestimated.

AVICC -

At the time of writing this report, the Chair and CAO are scheduled to leave 7 April to attend the AVICC Conference in Nanaimo. Chair Sayers will introduce the CCRD resolution to ask the Province to allow Physician Assistants (PAs) to practice in British Columbia. Further in this agenda, you will see a letter from the Minister of Health, Terry Lake, advising the Province have no plans to allow Physician Assistants to be registered to practice in BC, and consider the gap can be covered by Practice Nurses. This only highlights the misunderstanding on the level of training PAs undertake to a doctor's level not a nursing level.

Respectfully Submitted



Darla Blake
Chief Administrative Officer