

53

# 2018 CCRD Board

Agenda Deadline      Directors Mtg

Stat Holiday      Staff Mtgs

Conventions

JANUARY						
S	M	T	W	T	F	S
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FEBRUARY						
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MARCH						
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APRIL						
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MAY						
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JUNE						
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JULY						
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AUGUST						
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30						

OCTOBER						
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NOVEMBER						
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DECEMBER						
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Board Meeting  
 DEC 14 2017  
 CCRD TEM  
 (c)

LGMA CAO Forum Feb 20-22  
 MATI Feb 12-17

MFA AGM -March 21 - CAO/CEO Forum -March 21-22

AVICC - Apr 13-15

UBCM - Sept 10-14



**CENTRAL COAST REGIONAL DISTRICT**

**DATE:** December 7, 2017  
**TO:** Courtney Kirk, Chief Administrative Officer  
**CC:** Chair Alison Sayers and Board of Directors  
**FROM:** Donna Mikkelson, Chief Financial Officer  
**SUBJECT:** Preliminary Budget Report - December

Board Meeting  
DEC 14 2017  
CORD ITEM C(d)

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**RECOMMENDATION:**

**THAT the Preliminary Budget Report dated December 7, 2017 be received.**

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**Summary**

Preliminary indications are that a shortfall of revenue of approximately \$210,000 will affect operations for next year. Board comments and insight are sought through the strategic priority planning session to provide advice in the development of the next presentation of the financial plan, specifically the 2018 budget.

**Shortfall**

The shortfall of approximately \$210,000 represents a tax levy increase of 32%. The board will have an interest in reducing the tax burden. This increase will be mitigated either by increasing revenue (user fees and charges, taxation, grants) or by reducing expenses by reducing service.

Shortfalls are indicated as follows: for (generally)

Swimming Pool	\$36,000 – mechanical upgrade/retrofit, sand filter system
Administration	\$32,000 – new website development, increased staffing, elections
Economic Development	\$34,000 – grant writing, marketing, business retention & expansion
Parks & Rec –BC	\$36,000 – playground equipment, arena paving, improvements
Solid Waste Management	\$36,000 – site improvements (fencing, railings)
Airport-Bella Coola	\$29,000 – safety management system, surveying
Airport –Denny Island	\$ 9,000 – terminal roof replacement, brushing

**Tax Levy**

The tax levy increase being presented to the board is currently at 2% without taking into consideration the shortfalls noted earlier. Increases are noted in several areas. The

increases were somewhat mitigated by a reduction in the Feasibility Study levy of \$10,000. The current surplus should provide for needs in 2018 without requisitioning additional funds.

### **Provincial Basic Grant (Strategic Community Investment Fund)**

The Strategic Community Investment Fund is a provincial grant provided to all local governments in the province. It is significant in terms of our overall annual revenue, representing approximately 10%. Unless the government has changed the allocation, we expect to receive \$200,000 in 2018. This is the only significant source of revenue that is unconditional – that is, we can distribute it among our functions and services at our own discretion. See attached allocation.

### **Surplus Funds**

The carry forward surplus amounts are roughly estimated at this point. Expenditures and revenues will continue to change the amounts available to carry forward, as will the annual audit and year end process.

### **Community Works Fund (CWF) – Gas Tax Agreement**

\$190,000 is received annually from the federal/provincial governments, and administered by UBCM for this fund. There are restrictions on the use of these funds and the program is scheduled to wrap up in 2024, which means we have approximately 6 years to make the best use of these funds, according to need and to the priorities of the board.

Some of the shortfall listed earlier in this report may be eligible to receive money from this schedule.

Attached is the CWF allocation from the 2017-2021 financial plan. It has not yet been modified pending input from the board of directors as to strategic priorities for 2018. Staff will take guidance input from the board and allocate the funds accordingly.

### **Next Steps**

The following phases of the financial planning process will be guided by the board's strategic planning session and priority setting. Staff will continue the development of the financial plan for the next presentation in February. In the meantime, we will continue to seek grant funding for the shortfall, refine and reduce expenditures and forecast for the years 2019-2022 as required by the *Local Government Act*.

Respectfully Submitted,



Donna Mikkelson, CFO

CCRD Community Works Funding  
5 year Financial Plan 2017-2021

At May 17, 2017  
@ Nov. 17, 2017

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<b>Asset Management</b>					
Pool Design	10,000	10,000	10,000	10,000	10,000
Pool Liner	17,000				
Portion pool tank reno design and or reno	100,000				
Solid Waste Management Plan - approval			147,285		
SWM - Landfill Conformance Review	15,000				
SWM - Recycling building completion	17,250				
SWM - composting infrastructure - skid steer	41,298				
SWM - composting infrastructure - used chipper				77,285	
SWM - composting infrastructure - building					25,000
Airport seeding (local portion NDI seeding)	5,000				50,000
Airport works - undefined (moved from 2018)	67,568				
Airport - accessibility design					
Airport - infrastructure development - local contribution		7,000			
Airport - design terminal expansion					
<b>Denny Island Water - conceptual design, supply sys options</b>					
<b>Denny Island Water Plan A (if pool SP application successful)</b>	30,000	220,962	40,000		115,500
<b>Denny Island Water undefined</b>					
Parks & Rec - arena paving or facility upgrade			30,000	20,000	
Parks & Rec - electrical shed at arena			10,000	50,000	
	303,116	237,962	197,285	197,285	200,500

## CCRD Financial Plan Tax Requisition By Function 2014-2018

Service/Function	2014	2015	2016	2017	DRAFT 2018	\$ Incr	% Incr
(1) Airport - Denny Island	7,700	7,785	7,785	7,785	7,785	0	0.0
(2) Economic Development	20,000	22,500	22,500	22,500	22,500	0	0.0
(3) Emergency Management	21,276	20,756	24,775	26,822	30,750	3,928	14.6
(4) Grant-in-Aid	14,768	14,651	15,000	15,116	15,000	-116	-0.8
(5) House Numbering	2,109	2,109	2,109	2,109	2,151	42	2.0
(6) Planning (Land Use)	16,800	16,800	37,150	37,150	37,150	0	0.0
(7) Recreation - Denny Is.	4,000	-	4,000	4,000	4,532	532	13.3
(8) Vancouver Is Library	51,035	52,672	54,755	59,258	67,633	8,375	14.1
(9) Valley Street Lights	3,639	5,088	4,800	3,125	4,785	1,660	53.1
(10) (LSA) Fire Protection	21,500	21,500	21,500	21,500	21,500	0	0.0
(11) (LSA) Street Lights	7,260	10,960	9,000	8,000	10,685	2,685	33.6
(12) Parks & Recreation- BC	13,865	14,018	17,772	18,932	18,932	0	0.0
(13) General Operations	335,839	314,668	314,668	320,961	327,380	6,419	2.0
(14) Feasibility Fund	10,000	10,000	10,000	10,000	-	-10,000	-100.0
(15) Swimming Pool	52,363	52,000	53,000	54,000	54,000	0	0.0
(16) Refuse Disposal-TCWRC	61,715	89,751	94,239	96,123	98,045	1,922	2.0
	<b>643,869</b>	<b>655,258</b>	<b>693,053</b>	<b>707,381</b>	<b>722,828</b>	<b>15,447</b>	<b>2.2</b>

November 17, 2017

CENTRAL COAST REGIONAL DISTRICT  
 TAX REQUISITION SUMMARY BY FUNCTION  
 FINANCIAL PLAN 2018

	Area A	Area B	Area C	Area D	Area E	Total EA	LSA	Total	%
<u>Administrative Services</u>									
A - General Operations	\$ 132,093	\$ 2,665	\$ 108,026	\$ 61,821	\$ 22,774	\$ 327,380		\$ 327,380	45.3%
B - Grants in Aid	\$ 6,052	\$ 122	\$ 4,950	\$ 2,833	\$ 1,043	\$ 15,000		\$ 15,000	2.1%
C - Feasibility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	0.0%
<u>Development Services</u>									
D - Economic Development	\$ 9,078	\$ 183	\$ 7,424	\$ 4,249	\$ 1,565	\$ 22,500		\$ 22,500	3.1%
E - Land Use Planning	\$ 14,990	\$ 302	\$ 12,258	\$ 7,015	\$ 2,584	\$ 37,150		\$ 37,150	5.1%
F - Valley Street Lighting			\$ 2,684	\$ 1,536	\$ 566	\$ 4,785		\$ 4,785	0.7%
<u>Environmental Services</u>									
G - Solid Waste Management			\$ 54,986	\$ 31,467	\$ 11,592	\$ 98,045		\$ 98,045	13.6%
<u>Leisure Services</u>									
H - Parks & Recreation - Bella Coola			\$ 10,617	\$ 6,076	\$ 2,238	\$ 18,932		\$ 18,932	2.6%
I - Recreation - Denny Island	\$ 4,532					\$ 4,532		\$ 4,532	0.6%
J - Swimming Pool			\$ 30,284	\$ 17,331	\$ 6,385	\$ 54,000		\$ 54,000	7.5%
K - Vancouver Is. Regional Library	\$ 27,289	\$ 551	\$ 22,317	\$ 12,771	\$ 4,705	\$ 67,633		\$ 67,633	9.4%
<u>Protective Services</u>									
L - Emergency Management	\$ 12,407	\$ 250	\$ 10,147	\$ 5,807	\$ 2,139	\$ 30,750		\$ 30,750	4.3%
M - Emergency Management Initiatives						\$ -		\$ -	
N - House Numbering			\$ 1,206	\$ 690	\$ 254	\$ 2,151		\$ 2,151	0.3%
<u>Transportation Services</u>									
O - Airport - Bella Coola			\$ -	\$ -	\$ -	\$ -		\$ -	0.0%
P - Airport - Denny Island	\$ 7,785					\$ 7,785		\$ 7,785	1.1%
<u>Local Area Services (LSA)</u>									
Q - Fire Protection (Area E+)							\$ 21,500	\$ 21,500	3.0%
R - Street Lights (Area E)							\$ 10,685	\$ 10,685	1.5%
<b>TOTAL</b>	<b>214,227</b>	<b>4,074</b>	<b>264,899</b>	<b>151,596</b>	<b>55,847</b>	<b>690,643</b>	<b>32,185</b>	<b>722,828</b>	<b>100.0%</b>
Current % of Total Tax Levy	31.0%	0.6%	38.4%	21.9%	8.1%	100.0%			
<b>Last Year (2017)</b>	<b>210,222</b>	<b>4,004</b>	<b>260,027</b>	<b>148,808</b>	<b>54,820</b>	<b>677,881</b>	<b>29,500</b>	<b>707,381</b>	
Last year % of Total Tax Levy	31.0%	0.6%	38.4%	22.0%	8.1%	100.0%			Increase 2.2%

Prepared: D. Mikkelson  
 November 2017 Draft preliminary budget  
 As adopted:

Known increase ↑ Page 2

CENTRAL COAST REGIONAL DISTRICT  
 TAX REQUISITION SUMMARY BY FUNCTION  
 FINANCIAL PLAN 2018

	Area A	Area B	Area C	Area D	Area E	Total EA	LSA	Total	%
<u>Administrative Services</u>									
A - General Operations	\$ 145,038	\$ 2,927	\$ 118,612	\$ 67,879	\$ 25,006	\$ 359,462		\$ 359,462	38.5%
B - Grants in Aid	\$ 6,052	\$ 122	\$ 4,950	\$ 2,833	\$ 1,043	\$ 15,000		\$ 15,000	1.6%
C - Feasibility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	0.0%
<u>Development Services</u>									
D - Economic Development	\$ 22,619	\$ 456	\$ 18,498	\$ 10,586	\$ 3,900	\$ 56,060		\$ 56,060	6.0%
E - Land Use Planning	\$ 14,990	\$ 302	\$ 12,258	\$ 7,015	\$ 2,584	\$ 37,150		\$ 37,150	4.0%
F - Valley Street Lighting			\$ 2,684	\$ 1,536	\$ 566	\$ 4,785		\$ 4,785	0.5%
<u>Environmental Services</u>									
G - Solid Waste Management			\$ 74,931	\$ 42,881	\$ 15,797	\$ 133,609		\$ 133,609	14.3%
<u>Leisure Services</u>									
H - Parks & Recreation - Bella Coola			\$ 30,516	\$ 17,464	\$ 6,434	\$ 54,414		\$ 54,414	5.8%
I - Recreation - Denny Island	\$ 4,532		\$ 50,248	\$ 28,756	\$ 10,593	\$ 89,597	\$ 4,532	\$ 4,532	0.5%
J - Swimming Pool			\$ 50,248	\$ 28,756	\$ 10,593	\$ 89,597		\$ 89,597	9.6%
K - Vancouver Is. Regional Library	\$ 27,289	\$ 551	\$ 22,317	\$ 12,771	\$ 4,705	\$ 67,633		\$ 67,633	7.3%
<u>Protective Services</u>									
L - Emergency Management	\$ 12,407	\$ 250	\$ 10,147	\$ 5,807	\$ 2,139	\$ 30,750		\$ 30,750	3.3%
M - Emergency Management Initiatives						\$ -		\$ -	
N - House Numbering			\$ 1,206	\$ 690	\$ 254	\$ 2,151		\$ 2,151	0.2%
<u>Transportation Services</u>									
O - Airport - Bella Coola			\$ 16,060	\$ 9,191	\$ 3,386	\$ 28,637		\$ 28,637	3.1%
P - Airport - Denny Island	\$ 16,878					\$ 16,878		\$ 16,878	1.8%
<u>Local Area Services (LSA)</u>									
Q - Fire Protection (Area E+)							\$ 21,500	\$ 21,500	2.3%
R - Street Lights (Area E)							\$ 10,685	\$ 10,685	1.1%
<b>TOTAL</b>	<b>249,806</b>	<b>4,609</b>	<b>362,427</b>	<b>207,409</b>	<b>76,408</b>	<b>900,658</b>	<b>32,185</b>	<b>932,843</b>	<b>100.0%</b>
Current % of Total Tax Levy	27.7%	0.5%	40.2%	23.0%	8.5%	100.0%			
<b>Last Year (2017)</b>	<b>210,222</b>	<b>4,004</b>	<b>260,027</b>	<b>148,808</b>	<b>54,820</b>	<b>677,881</b>	<b>29,500</b>	<b>707,381</b>	<b>Increase 31.9%</b>
Last year % of Total Tax Levy	31.0%	0.6%	38.4%	22.0%	8.1%	100.0%			

Prepared: D. Mikkelson  
 November 2017 Draft preliminary budget  
 As adopted:

If we were going to fund the preliminary shortfall only by an increase in taxes...

CENTRAL COAST REGIONAL DISTRICT  
 CONVERTED VALUES BY PROPERTY CLASS  
 FINANCIAL PLAN 2018

PROPERTY CLASS	Area A	Area B	Area C	Area D	Area E	Total	%	Last Year %
01 Residential	3,471,997	111,850	6,401,365	3,459,818	622,885	14,067,915	63.1%	70.2
02 Utilities	3,334,905	56,630	233,590	123,060	30,835	3,779,020	16.9%	5.2
04 Major Industry			118,524			118,524	0.5%	0.8
05 Light Industry	496,332		25,024	25,466	4,046	550,868	2.5%	2.8
06 Business/Other	1,613,227	13,122	397,904	514,218	893,870	3,432,341	15.4%	19.5
07 Managed Forest	45,810		143,880	58,200		247,890	1.1%	0.8
08 Recreation/Non Profit	34,180		25,490	18,790		78,460	0.4%	0.5
09 Farm	3,190		14,124	12,362		29,676	0.1%	0.2
<b>TOTAL</b>	<b>8,999,641</b>	<b>181,602</b>	<b>7,359,901</b>	<b>4,211,914</b>	<b>1,551,636</b>	<b>22,304,694</b>	<b>100</b>	<b>100</b>
% of Total	40.3%	0.8%	33.0%	18.9%	7.0%	100.0%		
<b>Last Year (2016)</b>	<b>9,039,941</b>	<b>182,457</b>	<b>7,142,260</b>	<b>4,126,472</b>	<b>1,591,378</b>	<b>22,082,508</b>		
% of Total	40.9%	0.8%	32.3%	18.7%	7.2%	100.0%		
Increase/decrease	- 40,300	- 855	217,641	85,442	- 39,742	222,186		
%	-0.4%	-0.5%	3.0%	2.1%	-2.5%	1.0%		

Prepared: D. Mikkelson  
 01-Nov-17

Converted Values are obtained from BC Assessment Authority March 23, 2017

Next update from  
 BC Assessment Authority Dec 2017



ASSESSMENT AND LIMITS BY SERVICE  
 FINANCIAL PLAN 2018  
 (RG731, RG735)

Nov-17

	Converted Value Assessments	(Limits) Land & Improvements	% of Total Assessments	Tax Levv
<b>ASSESSMENT BY AREA</b>				
Electoral Area A	\$ 8,999,641	\$ 52,819,086	40.3%	\$ 214,227
Electoral Area B	\$ 181,602	\$ 1,333,860	0.8%	\$ 4,074
Electoral Area C	\$ 7,359,901	\$ 67,603,090	33.0%	\$ 264,899
Electoral Area D	\$ 4,211,914	\$ 37,629,061	18.9%	\$ 151,596
Electoral Area E	\$ 1,551,636	\$ 9,977,300	7.0%	\$ 55,847
<b>Total Electoral Areas</b>	<b>\$ 22,304,694</b>	<b>\$ 169,362,397</b>	<b>100%</b>	<b>\$ 690,643</b>
LSA - Fire Protection	\$ 1,627,399	\$ 10,402,800		\$ 21,500
LSA - Streetlights	\$ 1,361,648	\$ 8,436,750		\$ 10,685
<b>Total Local Service Areas</b>				<b>\$ 32,185</b>
<b>TOTAL ASSESSMENTS</b>	<b>\$ 22,304,694</b>	<b>\$ 169,362,397</b>		<b>\$ 722,828</b>

				* *		
			Tax Limit Rate	Tax Limit \$	Tax Levv \$	
<b>ASSESSMENT BY FUNCTION</b>						
<u>Administrative Services</u>						
A - General Operations	\$ 22,304,694	\$ 169,362,397			\$ 327,380	
B - Grants in Aid	\$ 22,304,694	\$ 169,362,397	0.100	\$ 16,936	\$ 15,000	
C - Feasibility Fund	\$ 22,304,694	\$ 169,362,397			\$ -	
<u>Development Services</u>						
D - Economic Development	\$ 22,304,694	\$ 169,362,397	0.750	\$ 127,022	\$ 22,500	
E - Land Use Planning	\$ 22,304,694	\$ 169,362,397			\$ 37,150	
F - Valley Street Lighting	\$ 13,123,451	\$ 115,209,451	0.200	\$ 23,042	\$ 4,785	
<u>Environmental Services</u>						
G - Solid Waste Management	\$ 13,123,451	\$ 115,209,451	1.00	\$ 115,209	\$ 98,045	
<u>Leisure Services</u>						
H - Parks & Recreation - Bella Coola	\$ 13,123,451	\$ 115,209,451	1.00	\$ 115,209	\$ 18,932	
I - Recreation - Denny Island	\$ 8,999,641	\$ 52,819,086	0.400	\$ 21,128	\$ 4,532	
J - Swimming Pool	\$ 13,123,451	\$ 115,209,451	1.000	\$ 115,209	\$ 54,000	
K - Vancouver Is. Regional Library	\$ 22,304,694	\$ 169,362,397			\$ 67,633	
<u>Protective Services</u>						
L - Emergency Management	\$ 22,304,694	\$ 169,362,397	0.500	\$ 84,681	\$ 30,750	
M - Emergency Management Initiatives	\$ 22,304,694	\$ 169,362,397			\$ -	
N - House Numbering	\$ 13,123,451	\$ 115,209,451	0.100	\$ 11,521	\$ 2,151	
<u>Transportation Services</u>						
O - Airport - Bella Coola	\$ 13,123,451	\$ 115,209,451	1.000	\$ 115,209	\$ -	
P - Airport - Denny Island	\$ 8,999,641	\$ 52,819,086	0.287	\$ 15,159	\$ 7,785	
<b>Total Electoral Areas</b>	<b>\$ 22,304,694</b>	<b>\$ 169,362,397</b>			<b>\$ 690,643</b>	
<u>Local Area Services (LSA)</u>						
Q - Fire Protection (Area E+)	\$ 1,627,399	\$ 10,402,800	5.00	\$ 52,014	\$ 21,500	
R - Street Lighting (Area E)	\$ 1,361,648	\$ 8,436,750	2.00	\$ 16,874	\$ 10,685	
<b>Total Local Service Areas</b>					<b>\$ 32,185</b>	
<b>Total</b>	<b>\$ 22,304,694</b>	<b>\$ 169,362,397</b>			<b>\$ 722,828</b>	

Prepared: DM Nov 2017

\* Converted values are published by BC Assessment Authority as at March 23, 2017

## Central Coast Regional District Five-Year Financial Plan 2017-2018 Revenue and Expenditures By Service Comparison

	<u>Jan-Dec 18</u>	<u>Jan-Dec 17</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Revenue</b>				
Apportioned Administration Fees	198,390	187,684	10,706	5.7%
Local Property Taxation - Note 1	722,828	745,381	(22,553)	(3.03%)
Nuxalk Nation Contributions	107,100	105,000	2,100	2.0%
Other Revenue - Note 2	643,548	300,398	343,150	114.23%
Provincial/Federal Grants - Note 3	1,539,785	779,795	759,990	97.46%
Regional Hospital District	13,500	13,500	0	0.0%
User Fees & Charges - Note 4	314,615	180,672	133,943	74.14%
<b>Total Revenue</b>	<b>3,539,766</b>	<b>2,312,430</b>	<b>1,227,336</b>	<b>53.08%</b>
<b>Expenditures</b>				
<u>Administrative Services</u>				
Community Works Fund - Note 5	388,242	303,116	85,126	28.08%
Feasibility Studies - Note 6	10,000	30,000	(20,000)	(66.67%)
General Operations	981,225	843,496	137,729	16.33%
Grants In Aid	15,120	15,180	(60)	(0.4%)
<u>Development Services</u>				
Economic Development	154,865	136,715	18,150	13.28%
Land Use Planning	72,850	88,848	(15,998)	(18.01%)
LSA Street Lighting (BC Townsite)	12,450	11,787	663	5.63%
Valley Street Lighting	5,455	5,324	131	2.46%
<u>Environmental Services</u>				
Solid Waste Management - Note 7	690,536	457,683	232,853	50.88%
Waterworks Operating (LSA BC Town site)	80,925	71,607	9,318	13.01%
Waterworks Capital (LSA BC Townsite)	0	19,521	(19,521)	(100.0%)
<u>Leisure Services</u>				
Parks and Recreation - Bella Coola - Note 8	117,791	49,622	68,169	137.38%
Recreation - Denny Island Note 9	26,982	14,962	12,020	80.34%
Swimming Pool	132,771	131,639	1,132	0.86%
Regional Library (VIRL) - Note 10	67,633	59,937	7,696	12.84%
<u>Protective Services</u>				
Emergency Management - Note 11	194,175	35,800	158,375	442.39%
Emergency Mgmt Initiatives (FPP) - Note 12	504,166	26,306	477,860	1,816.54%
Fire Protection (LSA Townsite) - Note 13	77,250	126,579	(49,329)	(38.97%)
House Numbering	2,151	2,109	42	1.99%
<u>Transportation Services</u>				
Airport - Bella Coola - Note 14	540,459	461,985	78,474	16.99%
Airport - Denny Island	28,978	30,014	(1,036)	(3.45%)
<b>Total Expenditures</b>	<b>4,104,024</b>	<b>2,922,230</b>	<b>1,181,794</b>	<b>40.44%</b>

## Central Coast Regional District Five-Year Financial Plan 2017-2018 Revenue and Expenditures By Service Comparison

	<u>Jan-Dec 18</u>	<u>Jan-Dec 17</u>	<u>\$ Change</u>	<u>% Change</u>
Excess (Deficiency) of Revenue over Expenditures	(564,258)	(609,800)	45,542	7.47%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
40004 - Surplus, beginning of year	624,603	743,143	(118,540)	(15.95%)
<b>Total Other Income</b>	<u>624,603</u>	<u>743,143</u>	<u>(118,540)</u>	<u>(15.95%)</u>
<b>Other Expense</b>				
50204 - Deficit, beginning of year	0	0	0	0
50224 - Surplus, end of the year	60,345	133,343	(72,998)	(54.75%)
<b>Total Other Expense</b>	<u>60,345</u>	<u>133,343</u>	<u>(72,998)</u>	<u>(54.75%)</u>
<b>Net Other Income</b>	<u>564,258</u>	<u>609,800</u>	<u>(45,542)</u>	<u>(7.47%)</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>



**CENTRAL COAST REGIONAL DISTRICT**

**NOTES TO REVENUE AND EXPENDITURES BY SERVICE COMPARISON  
2018 - 2017**

**REVENUE**

Note 1 Local property taxation (revenue) shows as being reduced because of the projected elimination of the parcel taxes for the Bella Coola Waterworks. When this is taken into account, the tax levy will actually increase by 2.2% as shown elsewhere in the budget presentation documents.

Note 2 Other revenue includes the shortfall as noted in the presentation documents. This is where it is currently "parked" until we sort out grant options, reduce expenditures and align the board's priorities. Another factor that will reduce this amount is the use of Community Works Funding, where certain projects meet eligibility requirements.

Note 3 Provincial/Federal Grants are significantly higher than 2017 due to the applications for emergency management initiatives to the Community Emergency Preparedness Fund for Bella Coola Valley LIDAR survey and orthoimagery (\$340,000), and National Disaster Mitigation Program (\$509,500) for a river risk assessment. Also included is provision for grant revenue to construct a free store and composting facility at the Thorsen Creek Waste and Recycling Center (\$366,000) and for the completion of the obstacle clearing project at the Bella Coola Airport (\$220,000).

Note 4 Increased user fees primarily reflect the new Bella Coola Airport Rates and Charges Bylaw for landing fees.

**EXPENDITURES**

Note 5 Will be modified to reflect board priorities. Currently reflects the Denny Island water project.

Note 6 2018 expenditures included provision for water and fire protection services for Denny Island if the swimming pool application to the Strategic Priorities Fund is not successful.

Note 7 Solid Waste Management expenditures include the construction of a free store and composting building as well as a drilling program for the installation of monitoring wells, pursuant to the Solid Waste Management Plan, as approved by the board earlier this year. The expenditures are grant dependent. (See note 3 above)

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Note 8 Parks and recreation expenditures will increase with the addition of new playground equipment and paving at the Snootli arena site. Both projects are dependent on successful grant applications or other sources of revenue.

Note 9 Denny Island Recreation expenditures include a partnership initiative with the Heiltsuk Nation for the "Bella Bella Swim and Paddle Lessons" program (water safety lessons, swim skills instruction, kayak boating/paddling skills) through a collaborative agreement with Vancouver Coastal Health.

Note 10 The annual contribution payable to Vancouver Island Regional Library increased by 13% over last year as per their adopted budget. The regional district has little influence over the proposed expenditures.

Note 11 & 12 As noted earlier (see note 3) proposed expenditures for emergency management are grant dependent. Significant increases are proposed.

Note 13 Fire protection expenditures are forecasted to decrease in 2018 due particularly to the possible purchase of a 1-ton diesel flat deck in 2017. If one isn't found, this will carry forward to 2018.

Note 14 Bella Coola Airport proposed expenditures will increase with their projected revenue (see note 4) and are forecasted to include surveying expenses and the completion of the flight way obstacle removal completion project. Gutters and fascia boards will be installed, waiting room chairs refurbished and crack sealing completed.

Respectfully Submitted,



Donna Mikkelson, CFO



**CENTRAL COAST REGIONAL DISTRICT  
COMMUNITY ECONOMIC DEVELOPMENT  
DECEMBER 2017 REPORT**

Board Meeting  
DEC 14 2017  
CCRD ITEM C(e)

DATE: December 8, 2017  
TO: Courtney Kirk, CAO  
CC: Chair Alison Sayers and Board members  
FROM: Bridget Horel, Community Economic Development Officer  
SUBJECT: **Community Economic Development Monthly Report**

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**RECOMMENDATIONS:**

1. THAT the CCRD Board of Directors resolve to authorize the submission of an application to the BC Rural Dividend program project development stream for Improved Central Coast Rural and Remote Communications Connectivity and that the Board support this project through its duration.
  2. THAT the CCRD Board of Directors resolve to authorize the submission of an application to the BC Rural Dividend program to the single applicant stream for the Regional Marketing and Website Design Project and that the Board support this project through its duration.
  3. THAT the CCRD Board of Directors support the application to BC Rural Dividend Program from the Central Coast Communications Society for a Makerspace Project and direct administration to write a letter of support.
  4. THAT the CCRD Board of Directors support the application to the Northern Development Initiative Trust from the Bella Coola Music Festival for a grant of up to \$2500 from the Fabulous Festivals and Events for operations costs of the 2018 Bella Coola Music Festival.
  5. THAT the Economic Development Advisory Committee Meeting Minutes dated November 30<sup>th</sup> 2017 be received.
- 

**CCRD COMMUNITY ECONOMIC DEVELOPMENT HIGHLIGHTS**

**CCRD Rural Dividend Applications**

The fourth intake of the BC Rural Dividend Fund (BCRDF) has a deadline of December 15<sup>th</sup>, 2017. CCRD has prepared applications for both the project development stream and the single applicant stream.

*Central Coast Improved Rural and Remote Communications Connectivity*

The Project Development stream (up to \$10,000 ) supports communities with limited capacity to undertake preliminary work (e.g. feasibility assessments and business cases) to develop strong future projects. Eligible applicants can apply for up to 100% of total project cost. A proposal for project development of Central Coast Improved Rural and Remote Communications Connectivity will enable the CCRD to undertake a thorough examination of

the existing connectivity situation within the Central Coast and explore community driven, realistic and cost effective solutions to address the deficiencies, in our communities, to digitally connect within the Region, British Columbia, Canada and the world.

If successful, the work will involve performing a community connectivity assessment exploring the opportunities and benefits (economic, emergency preparedness, health, education) of improved digital connectivity in the CCRD. It will also involve a review and assessment of the existing infrastructure, current service levels, and available technologies including preliminary cost estimates. This work will help to establish a connectivity strategy for the region and can act as a foundation for future infrastructure applications.

#### *Central Coast Regional Marketing and Website Design*

The single applicant stream (up to 100,000) supports implementation of community-driven projects. Eligible applicant must contribute at least 20% of the total project cost via financial or in-kind contributions (maximum 10% in-kind contribution). Marketing has been identified as an area to assist with recovering from the impacts of the wildfires this season and in preparation for the new ferry in 2018. An initial survey of local businesses revealed that the most frequently acknowledged area for support is marketing to get customers back.

The project would highlight the aspects that draw people to live, work, and play in the communities located within the Central Coast and would ensure a user-friendly CCRD website to improve access to information for residents and visitors. This will assist with promoting the region to travelers, supporting resident attraction and providing valuable regional marketing to support business retention and expansion. If successful, the project would include development of a new CCRD website, design and purchase of regional advertising, regional and community specific profiles, sector profiles, and video content that have consistent branding.

#### **Central Coast Communication Society – Rural Dividend Proposal**

The Central Coast Communications Society (CCCS) is seeking a letter of support for an application to the BC Rural Dividend program for a Makerspace Project. Makerspace projects are creative spaces where people can gather to learn and create and often involve 3D printers, software and electronics. This project aims to create a space in the Bella Coola Valley with a basic set of tools for digital fabrication. This type of modern fabrication studio could provide Bella Coola Valley youth and entrepreneurs with important educational opportunities in high-tech areas, and support longer term goals for economic diversification. Initially the project will be housed in a shop-space provided by CCCS with future plans to develop a mobile facility. Attached please find a summary of the Makerspace project with further details.

#### **Bella Coola Music Festival – NDIT Proposal**

Attached please find a request for a letter of support from the Bella Coola Music Festival for an application to Northern Development Initiative Trust (NDIT) 'Fabulous Festivals and Events' fund. The funds will assist with the operational costs of the 2018 Bella Coola Music Festival. Unfortunately the music festival, scheduled for July 22-23 2017, was cancelled this summer as a result of the Wildfires. The mission of the BCMF is *"to create a venue for people of all walks of life to come together, to relax and to enjoy a diverse array of live performing arts. The Festival is a gathering place where the people of Bella Coola,*



*neighboring communities and visitors celebrate their uniqueness and commonality. It is an opportunity to discover and share each others history, culture and landscape.*" NDIT requires a resolution from the CCRD Board of Directors for proposals submitted under this funding stream.

**Economic Development Advisory Committee**

An EDAC meeting was held on November 30<sup>th</sup>. The CCRD Board Chair and CAO were in attendance to participate in a discussion around the intent, role, compilation, and meeting schedule of EDAC. Some of the challenges and opportunities facing EDAC were discussed and two initiatives were brought forward for further discussion at the next EDAC meeting. A revised Terms of Reference will be drafted by CCRD administration and brought to the next EDAC meeting, scheduled for January 25<sup>th</sup> 2018 for committee input prior to bringing the draft to the Board of Directors for review and potential adoption at their February 2018 meeting. Following this report, please find the EDAC meeting minutes.

**BC Wildfires and Economic Recovery**

The CCRD has contracted a Wildfire Recovery Manager to support in the transition from response to recovery. The Recovery Manager will develop an Incident Recovery Plan and lead the recovery program while coordinating with other agencies, including but not limited to the Provincial government, Non-Government (NGO) and Not for Profit (NFP) organizations, and other industry sector groups related to the four pillars of recovery. For additional information about Recovery efforts, please refer to the Emergency Program Coordinator report included in this agenda package.

**Grant Writer Program**

The CCRD grant program has supported ten organizations to identify funding opportunities and/or assist with grant writing. To date, two of the proposals submitted through this program have been successful. Recently it was announced that the Central Coast School District (#49) will receive \$415,698 from the Province of BC to create 28 new spaces at the Hagensborg Daycare Centre in Hagensborg. The Bella Coola Valley Tourism Association received \$10,000 from BC Rural Dividend for local marketing initiatives including signage and a visitor vehicle pull-out. Organizations are encouraged to contact the CEDO to learn more about the program and the supports that may be available.

**Love Central Coast – Plaid Friday**

On Friday November 24<sup>th</sup>, communities across the Love Northern BC Network participated in Plaid Friday. Plaid Friday celebrates the diversity and creativity of local and independent businesses. Participating businesses offered in-store promotions for those who visited their establishment wearing plaid. An online scavenger hunt during the week leading up to Plaid Friday encouraged participants to go to [www.lovecentralcoastbc.com](http://www.lovecentralcoastbc.com) to find the Plaid Friday logo and learn more about Love Central Coast BC businesses. Winners received a plaid Love Central Coast toque. The weekend following Plaid Friday, the Bella Coola Valley Arts Council hosted a local Arts and Crafts fair. At this event LoveBucks were given out as prizes. LoveBucks is a program that promotes shopping local in the Central Coast. They are similar to receiving a gift certificate and can be used at businesses that are a part of Love Central Coast BC.



### **VCH-CCRD Collaborative Agreement**

The Central Coast Regional District (CCRD) has established a Collaborative Agreement with Vancouver Coastal Health (VCH). Through the CCRD's Denny Island Recreation Commission (DIRC) and in partnership with the Heiltsuk Health Centre Community Wellness Program (Bella Bella Youth Centre), the CCRD submitted an application for a Bella Bella Swim and Paddle Lessons project. The project will provide physical activity opportunities through safe instruction and training in watersports for youth and all community members of Bella Bella and neighbouring Denny Island. The project is anticipated to start in the summer of 2018 and will build capacity in water skills and safety.

The CEDO worked with VCH and Nuxalk College to bring a grant writing and evaluation workshop to the Bella Coola Valley. The workshop was held on November 7<sup>th</sup> and was primarily intended for organizations working within health and wellness. Topics covered included: defining key outcomes and activities of a program; program monitoring; and, program evaluation.

### **Bella Coola Community Forest Advisory**

The CEDO was invited to attend an initial meeting of the Bella Coola Community Forest Advisory Committee, held on Nov 28<sup>th</sup>. The purpose of the BCCF Advisory Committee is to: review and provide feedback on community forest policies, forest management plans and operations; review environmental and social performance indicators and provide recommendations; review and provide recommendations on specific issues brought forward by the BCRS, BCCFL or members of the Advisory Committee; provide recommendations to BCRS on use of any funds received from the community forest; assist with facilitating resolution of conflicts; and assist with distributing information to community.

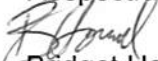
### **Mountain Bike Workshop**

The Bella Coola Trails Alliance held a three day Mountain Bike Trail Building Training, from December 1<sup>st</sup> to 3<sup>rd</sup>. The workshop was intended to provide the training and skill development necessary to ensure responsible, sustainable, and safe care of trails and to provide a core of trained people who can extend the knowledge of trail building into the future for local stewardship. Once complete, a report from Bella Coola Resource Society will be submitted as outlined in the Contribution Agreement. Additional workshops focused on capacity building in youth are planned for spring 2018.

### **Integrated Community Response to Sexual Violence**

The CCRD was invited to participate in sessions on an Integrated Community Response to Sexual Violence. The CEDO attended workshops from December 5-7<sup>th</sup> that looked at community approaches, how the Justice System responds, and restorative justice programs. The sessions were facilitated by Kisa J MacDonald, a lawyer who specializes in responding to sexual violence at all levels, from victim advocacy to policy consultation.

Respectfully submitted,

  
Bridget Horel

**Community Economic Development Officer**

## Central Coast Communications Society - Makerspace Project Summary

This project aims to provision the Bella Coola valley with a basic set of tools for digital fabrication; our goal is to facilitate a wide variety of construction projects utilizing one or more of the following:

- 3D printing (digital additive process; making shapes from shapefiles)
- 3D cutting/milling (digital reductive process; reducing substrates into shapes from shapefiles)
- Electronics (custom control systems using opensource software, generic hardware and an open microcontroller platform, ie. Arduino)

These three aspects, on their own or blended together, enable the local fabrication of a nearly endless variety of implements, crafts, multi-material devices and 'smart' network-enabled hardware.

The project's immediate goal is to enable access to and facilitate engagement with the required toolsets for multi-material 'making'. Longer-term community benefits include increases in technical skill development, local entrepreneurship, talent retention and self-sufficiency.

### Who

The local ISP (Central Coast Communications Society) is a stable non-profit with adequate governance and relevant expertise/interest to be the financial vehicle for grants and general project incubator.

Facilitation and resource management (equipment access, orientation) will be provided by Devon Girard and Dave Brown.

Several local schools (including ACW) would have access to the makerspace resources.

### Who else is doing this?

Makerspaces are library, garage and coffee shop - all in one! Every town wants one:

<http://yukonstruct.com/>

<http://www.makerspace.ca/cpages/home>

<http://vancommunitylab.com/>

### What

Basic makerspace toolset should include a 3D printer, 3D cutter, and a bunch of electronics (microcontrollers-plus-paraphernalia).

### Where

To be housed at a central location with power and cheap/free rent. As funding becomes available a mobile trailer to house the equipment is desirable. Mobility allows the makerspace to be quickly setup at different project sites and minimizes facility costs. By decoupling the makerspace equipment from any single location, we increase its flexibility and accessibility.

### Why

The Makerspace will provide an innovation platform for local entrepreneurs, as well as providing youth with access to the latest digital manufacturing techniques. Members will be able to solve their own specific problems, and collectively work toward local sufficiency as knowledge increases and production workflows become more efficient. The collaborative environment can provide inspiration for further development and foster connection globally.



Bella Coola Music Festival  
Box 858  
Bella Coola, BC  
V0T 1H0

September 7, 2017

Central Coast Regional District  
Board of Directors

Please accept this letter as a formal request that the Central Coast Regional District pass a resolution at their September 14 or October 12, 2017 Board Meeting to support the Bella Coola Music Festival's application for funding from Northern Development Initiative Trust.

The Festival intends to submit an application for \$2500 for NDI's 'Fabulous Festivals and Events' 2017/2018 funding to assist with operational costs of the 2018 Bella Coola Music Festival.

Thank you in advance for your support.

Sincerely,

Caitlin Thompson  
Artistic/Executive Director  
Bella Coola Music Festival  
Bella Coola, BC  
250 305 8756  
bellacoolamusic@gmail.com



CENTRAL COAST REGIONAL DISTRICT  
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE  
REGULAR MEETING MINUTES

DATE: November 30, 2017

ATTENTION

*The EDAC minutes are draft and subject to amendment. Final approval and adoption by the EDAC will follow a resolution to receive the minutes by the CCRD Board of Directors, at their next scheduled meeting.*

**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)  
REGULAR MEETING MINUTES – November 30, 2017**

**In Attendance:**

Wilma Hallam – Member at Large  
Keith Hamilton – Nuxalk Development Corporation Representative  
Rodney Krimmer – Member at Large (Chair)  
Ana Santos – Denny Island Representative

Alison Sayers – CCRD Board Chair  
Courtney Kirk – Chief Administrative Officer  
Bridget Horel – Community Economic Development Officer

**Regrets:**

Robert Duncan – Member at Large/Wuikinuxv Tribal Manager

**Absent:**

Garrett Newkirk – Bella Coola Harbour Authority  
Director Sam Schooner CCRD Director, Electoral Area E

**Vacancies:**

Ocean Falls Representative  
Heiltsuk Economic Development Corporation Representative  
1 Member at Large

**1. Call to Order**

The meeting was called to order at 7:00pm

**2. Adoption of Agenda**

EDAC 17-11-01 K Hamilton/W Hallam that the EDAC agenda be adopted.

**CARRIED**

**3. Adoption of July 27 Meeting Minutes**

EDAC 17-11-02 W Hallam/K Hamilton that the EDAC meeting minutes, dated September 28<sup>th</sup> be adopted.

**CARRIED**

*At 7:20 pm there was still only one person attending the meeting via the conference line. CEDO closed the line and called directly.*

**4. EDAC Role and ToR**

A discussion was held between CCRD Board Chair, EDAC members, and CCRD staff around the intent, role, compilation, and meeting schedule of EDAC. Feedback was captured around areas that worked well and areas that needed to be improved. There was interest in adapting the structure of EDAC to better align with Board Priorities and to ensure that the committee is fulfilling for everyone involved.

Some challenges and opportunities that were identified include:

Challenges	Opportunities
<ul style="list-style-type: none"> <li>• low attendance at meetings</li> <li>• recruitment to EDAC</li> <li>• perceived expectation that the EDAC review the work plan and work of the Community Economic Development Officer</li> <li>• Specific topics and areas, within the strategic priorities, that the Board wants feedback on have not previously been identified</li> <li>• lack of clarity on areas where the advisory committee can provide input</li> <li>• high level of formality around the meeting process (Roberts Rules, election of Chair and Vice-Chair, formal recommendations)</li> <li>• People not attending from the outer coast may be feeling that the topics are not representing the issues/challenges in their community</li> <li>• a need for more diversity on EDAC – background, experience, age, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• recruit new members in 2018 once the ToR has been revised</li> <li>• Staff to bring forward the topics of choice that the Board would like to have discussed</li> <li>• Structure EDAC so that there is a broad set of views/perspectives/expertise (tourism, forestry, business owners, credit union, etc.) at the table</li> <li>• Provide advance notice on topics so EDAC members can gather input from other parties</li> <li>• develop a clear mandate that is better aligned with the priorities of the Board</li> <li>• handle some topics through a workshop, presentation, or less formal discussion</li> <li>• adjust the process as long as provides the public with opportunity to see what has happened at a meeting and provides EDAC opportunity to validate/verify the information.</li> <li>• set quarterly meetings and then add more if needed.</li> <li>• Have Board representation at the meetings more frequently</li> <li>• Nimble/flexible membership structure to respond to specific issues/topics</li> </ul>

CCRD staff to review internal procedure policies alongside EDAC comments and develop a revised version of the ToR. EDAC to review the draft at the January 2018 meeting before it goes to the CCRD Board of Directors for final review, amendments, and adoption.

**5. Regional Economic Development Initiatives**

**a) EDAC members provided advice on regional economic development initiatives furthering the CCRD vision**

*“Our vision for the Central Coast Regional District is an inclusive, resilient and sustainable group of communities thriving within a diverse, locally influenced economy within a safe, healthy and natural environment.”*

There was discussion around the process for EDAC members to bring ideas forward to the Regional District Board. EDAC members can submit something to the Board as general correspondence or can bring the topic to EDAC.

The extent to which the CCRD could get involved would depend on the level at which the topic/project links in with the mandated services, the budget, etc. The CCRD is not able to move a topic/project

forward if it pulls away from the mandated and budgeted services or if it does not align with the Board priorities.

Staff can help EDAC members determine if it fits in with the mandated services, strategic priorities, existing plans and budgets, and help to link the idea with the governing body that seems most suitable. For example, in some cases it could be that another level of government is better positioned to address the topic under discussion.

Two initiatives were brought forward and discussed:

1. A feasibility study for viable renewable energy options to reduce diesel use  
Points of discussion included that:
  - Wuikinuxv has a hydro project on the go
  - Diesel generation is challenging
  - Approximately 20,000 litres of diesel fuel is burned daily in the generators on Tonquin Rd near 4 mile, not at Clayton Falls.
  - Nuxalk Development Corporation did a feasibility study on different power options and confirmed that run-of-the-river is the most economical renewable energy option in the Bella Coola Valley. Nuxalk Nation may be working on a project and this could be an opportunity to enter into the dialogue with Nuxalk Nation.
  - If such a project moves forward, it would be good to have a regional approach and lens
2. CCRD procurement policies to support building with local materials and contracting local human resources  
Points of discussion included that:
  - Existing Regional District policies around procurement
  - Policy guidance around building and buying local
  - Human resource and contracting local and the cross section of what local means to reflect the electoral sector.

Both of these initiatives will be brought forward to the January 2018 EDAC meeting. If recommendations are made about these initiatives at EDAC then the Board can look at the recommendation and bring questions back to EDAC.

## **6. Information/Updates**

### **(a) Wildfire Recovery Manager**

CCRD gave an update that a Recovery Manager has been hired. A discussion followed around MLA Jennifer Rice's visit to the Bella Coola Valley in December with high level Emergency Management BC staff and technical staff and from a cross section of ministries. A town hall will be held on the evening of December 13<sup>th</sup> and a more technical meeting on Connectivity and Communications during emergencies will be held on December 14<sup>th</sup>. The meeting on Dec 14<sup>th</sup> is a closed meeting. With the linkages between connectivity and economic development, EDAC members are invited to this meeting.



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**(b) Community Reports**

Ana Santos – update from Denny Island – the community continues to work toward establishment of key services (i.e. emergency services, waste management, and clean water). They are working to establish a Denny Island fire department and have received a donation from the Maple Ridge fire department and acquired a trailer to move the water pump to households that are not accessible by road. Denny Island has also been involved with dealing with road maintenance and there is now an agreement with Interior Roads and Shearwater Marine so that the residents have more autonomy over the service delivery. The community has also been involved in the Ferry Advisory Committee (FAC) and is working on some community hall upgrades.

Keith Hamilton – provided a follow up from the discussion around micro-lending. The CEDO and Keith attended a meeting with the Credit Union manager to discuss micro-lending. The Aboriginal Business and Entrepreneurial Skills Training (BEST) program has recently completed and could be a good initial group to start a lending circle. The next time that Nuxalk College hosts the BEST program there will be a focus on carvers and crafters and the plan is to include a micro-lending circle as a component. Depending on the approval of the Nuxalk Development Corporation Board, Nuxalk Development Corporation may be able to provide the seed capital for this as a pilot project.

Rod Krimmer – The Bella Coola community forest is working on communications with the Bella Coola Valley community members and has recently started an Advisory Committee for the community forest.

**(c) Appointments to EDAC**

Ana Santos, Wilma Hallam, Keith Hamilton, and Rod Krimmer have all put their names forward to stand for next year. Recruitment of additional members will happen in the New Year.

**(d) Next EDAC Meeting**

The next EDAC meeting was set for January 25<sup>th</sup> 2017

**7. Adjournment**

The meeting was adjourned at 9:19 pm





**CENTRAL COAST REGIONAL DISTRICT  
OPERATIONS DEPARTMENT  
DECEMBER 2017 REPORT**

**TO:** Courtney Kirk, CAO  
**CC:** Board Chair Alison Sayers and Board Members  
**DATE:** December 8, 2017  
**FROM:** Ken McIlwain, RPF Operations Manager  
**SUBJECT:** Operations Monthly Report

Board Meeting  
DEC 14 2017  
CCRD ITEM C(f)

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**RECOMMENDATIONS:**

- 1. THAT the December 2017 Operations Report be received.**
- 

**CCRD OPERATIONS  
DECEMBER 2017 HIGHLIGHTS**

**SOLID WASTE MANAGEMENT**

1. A light pole has been installed at the new TCWRC transfer station. The new attendant's office has been moved into place and is ready for final electrical work.
2. Thorsen Creek Waste and Recycling Centre has sponsored a story contest for school children in the Bella Coola Valley. The theme is "How to have a Very Merry Recyclable Christmas". We received many entertaining and heartwarming stories. A couple are attached to this report for your reading enjoyment. Coast Mountain News will be publishing some of the stories in the upcoming paper(s).
3. The Operations Manager is working with the BC Used Oil and Antifreeze Association (BCUOMA) to find solutions around transport of used oil, filters and containers from our regional district to a processing facility. The BCUOMA program relies on 3 key players to complete the process of collection at a drop-off facility, collection and transport, and processing. The CCRD operates a Return Collection Facility at our Thorsen Creek Recycling Centre where we allow the public to drop off used oil, antifreeze, filters and containers. CCRD is paid a collection incentive of \$0.30 per litre. We then work with a Collector to have them come to Bella Coola and pick up the used oil, containers etc. The problem is, the collector largely relies on the price of used oil to cover their transportation costs. The price of used oil has been very low over the last few years making it financially unattractive for collectors to service remote areas with small volumes and long transport distances. Until prices recover, we need to work with BCUOMA to arrive at a reasonable subsidy to make it feasible for collectors to come to Bella Coola. At the moment we are working with the Collector to arrive at a cost for them to service our depot so that we can

present these costs to BCOMA for consideration. In the meantime, we are running very low on storage capacity.

4. Call2Recycle is the stewardship agency responsible for operating the extended producer responsibility (EPR) program for recycling of household batteries and cell phones in BC. EPR programs are supposed to cover the cost of recycling, including the collection and transportation of recyclables. CCRD personnel are spending large amounts of time sorting batteries to meet Transport Canada requirements for transportation of dangerous goods. There is no collection incentive being paid to CCRD to help offset the cost in labour to do this sorting. Additionally, Canada Post is now refusing to ship the batteries, so the boxes Call2Recycle is sending are pre-paid Purolator shipping boxes. The problem with that is that Purolator does not service Bella Coola for pick-ups. CCRD has made Call2Recycle aware of these deficiencies in their program and is awaiting a suitable solution. Possible options include accumulation of a pallet worth of batteries or use of steel drums.
5. Maintenance work to install a new air dryer and winterize the packer truck at TCWRC has been completed.

## RECREATION FACILITIES

1. **Centennial Pool:** The Pool Commission has been presented with an estimate for upgrading the hot water supply for the Men's and Women's change rooms. Installation of a propane fired on-demand hot water system is estimated at \$17,000.
2. **Skating Rink:** Arrangements are being made for cleaning of the rink surface prior to the beginning of skating season.
3. **Walker Island Park:** Northern Development Trust contacted CCRD to inform us that they could not fund playgrounds under their Community Halls and Recreation Facilities grant program. Other funding sources will continue to be examined in an effort to secure funding for new playground equipment at Walker Island Park. Upgrades are required to bring the playground area progressively into compliance with CAN/CSA-Z614-14 - Children's playspaces and equipment.

Garbage bins have been re-organized at Walker Island Park to better accommodate higher use areas. A new bear proof bin has been installed next to the concession building.

## BELLA COOLA TOWNSITE WATER SYSTEM AND FIRE PROTECTION

1. The BCVFD hosted an air brake course in November. Members of the Nusatsum and Bella Coola Fire Departments attended the training. The BCVFD received no calls in November.
2. **Bella Coola Townsite Rates and Charges:** Over the past two years, staff have been working on progressing the CCRD's planning around Asset Management. Urban Systems was engaged to prepare an Asset Management Plan for the CCRD. Part of this planning

process involved a condition assessment of major assets such as the Townsite Water System , the Bella Coola and Denny Island Airports and the Centennial Pool.

As part of the condition assessment, an inventory of the Townsite Water System components was completed. The condition of various components was assessed, along with the expected remaining life of the components.

The reason we undertake Asset Management Planning is to help our organization to achieve sustainable service delivery into the future. It is considered prudent for this organization to be planning and accruing funds to replace broken or worn system components, as well as to plan for growth or accommodate for other changes such as climate change or regulatory change.

In 1997 the CCRD borrowed \$405,000 to fund our 1/3 contribution to a major water system upgrade. This loan was amortized over 25 years and will be fully paid off by the year 2022. To fund loan repayment, an annual parcel tax has been levied on property owners in the service area (with the exception of property owners who chose to commute the parcel tax through a one time cash payment). Enough funds have now been accrued to fund the remaining payments on the loan through 2022. The will effectively bring an end to the need for the parcel tax requisition to repay the loan.

With the parcel tax requisition for loan repayment now ended, and no increase in water tolls over the last 20 years, it is time to begin the process of planning financially for asset replacement, potential regulatory change and operational change.

The water system is facing ever increasing operational costs. For example, the Nuxalk Nation has expressed a desire to see an increase to the amount CCRD pays for water supply. There has not been a rate increase in our agreement with the Nuxalk since 2007. This increase has not yet been negotiated, but we must plan financially for this increase.

In early 2018, staff will begin an information sharing process with Townsite Water customers to explain more about the condition of the system, operational challenges, our financial situation and challenges with planning for asset replacement. We will seek feedback from customers on what they view as priorities for the system and what improvements they would like to see. The objective of this process is to work collaboratively with water system customers to update the existing Rates and Charges Bylaw No. 282 to ensure the CCRD is in position to meet the future financial needs of the water system and ensure sustainable service delivery.

## **STRATEGIC INITIATIVES**

### **CENTENNIAL POOL UPGRADE**

UBCM was contacted for timelines on the Strategic Priorities Grant funding announcements. Indications are that announcements will happen in the winter of 2018. CCRD continues to look for grant funding opportunities.


**DENNY ISLAND WATER**

We continue to wait for the results of the application to the Strategic Priority Fund. SD#49 has not supplied CCRD with any recent progress report in relation to their portion of the project.

**ASSET MANAGEMENT PLANNING**

CCRD staff have been working with Urban Systems to finalize a gap analysis of our Asset Management System and to develop an asset management policy. This is part of the 2017 work plan and partly funded through the UBCM Asset Management Planning Program.

Respectfully submitted,



Ken McIlwain, RPF  
Operations Manager

# A RECYCLING CHRISTMAS 2

By Seton and Sage

The day before Christmas there was nothing stirring except for a mouse. Everything in the North Pole was going pretty good until they ran out of things to use for toys. Santa was sitting there on the toilet thinking about what he could do about it. An hour went by and he was still on the toilet. Finally he had an idea. The idea was to take the old sleigh that was broken and make a machine that will make recycling into toys. Miss Clause found the recycling and put it in the machine. It took a lot of recycling. But they did it. The elves were really happy they didn't have to do any work. Except for the elf on the shelf. They still had to make sure the kids were good for Santa. Just one problem. Santa did not have a sleigh and even if he did it would be broken. "OH NO" said Santa. What are we going to do about this one. So Santa went back to the toilet to think about this. After about another hour he had an idea. The idea was to reverse the machine to a sleigh maker. So they took the extra toys and used them for the machine. It took about two hours. But it worked. Except they never had enough for the steering wheel. So again Santa had to go back to the toilet to think. He had an idea. The idea was to take some coal that the bad kids are supposed to get. Only one more problem. What will the bad kids get. After 20 minutes he had an idea. The idea was to give them some north pole magic that will

give them some snow. So he took a hot glue gun and glued the coal together and put it in the sleigh. He grabbed a small little bag and some north pole magic and put it in the bag. Then he grabbed his magic sack and filled it up with toys to give to the kids. So he put it on his sleigh. Including the north pole magic. Then he put his steering wheel on the sleigh. But there was one problem, he only had one hour left to do the whole world. I spent so much time on the toilet he hardly had time left to deliver the presents to the good kids. And the bad kids north pole magic. So he had to feed his reindeer a lot of food so they can fly faster. So two elves got in the sleigh. And Santa of course he had to go down the chimney really fast before he ran out time. He came in with a big sack that he put milk and cookies in because he did not have time to deliver things. It worked, but they were so tired at the end. They got back to the North Pole at 7:00 in the morning. Santa had a two week sleep after that. And then he felt way better.

THE END

by: Seton Bernier and Sage Gray

Finn Carlson

Grade 8

SAMS

## Recycling During the Holidays

Most of us think of Christmas as a time of shiny decorations, bright lights, and gifts, but the holidays are also a time of garbage, waste and a large carbon-footprint. Anything from wrapping paper, to incandescent Christmas lights and traveling by plane create a lot of garbage and greenhouse gases. Every year, twenty million tons of unrecyclable wrapping paper are thrown into landfills! From November to December, an average of 30% more garbage is produced! We can easily reduce the amount of waste we produce, and the size of our carbon footprint this year by; purchasing local gifts and making homemade gifts, creatively wrapping gifts or using eco-friendly wrapping paper, not traveling by plane, and using LED Christmas lights rather than incandescent lightbulbs.

One of the biggest contributors to all the garbage produced during the holidays is wrapping paper. Regular wrapping paper is made from shiny foils and metallic paints that are not recyclable. Annually, twenty million tons of wrapping paper are thrown into landfills! We can greatly reduce this by changing our wrapping options. Eco-friendly wrapping paper from recycled materials or the comics section from the newspaper are both environmentally friendly options. Gift bags are another eco-friendly choice, because they can be reused multiple times. This Christmas, get creative with your wrapping paper and help the environment.

Buying local gifts and making homemade gifts are one way we can reduce the waste at Christmas. When we buy local, we support the community and you do not have to go through the process of shipping and packaging, which create lots of greenhouse gases. Homemade gifts are another great option, they cost almost nothing to make, and they can be more meaningful than a bought gift. One of your relatives would probably appreciate a homemade batch of cookies more



than some store-bought gift. Overall, buying local gifts and making homemade gifts can be more meaningful, and are much better for the environment.

Incandescent Christmas lights can have a bad impact on the environment. Incandescent Christmas lights use tons of energy, while LED Christmas lights, can take up to 90% less energy! LED lights may be slightly more expensive than incandescent lights, but they are typically better quality and can last decades longer. Another problem with Christmas lights is that people leave them on all day, which also takes up a ton of energy. The simple solution to this is to just turn them off during the day! Think of your regular lights inside, you do not leave them on when all day, and when you are not using them do you? You can have a greener Christmas by simply turning your lights off during the day, and using LED Christmas lights.

Traveling during the holidays also generates a lot of greenhouse emissions. We all love to fly away to the tropics during the cold winter months, but we also have to look at the environmental effects. Flying has a huge carbon footprint because of all the jet fuel that is burnt. It's understand able if you fly to visit family during the holidays, but maybe try only flying every other year, or driving there if possible. To have a greener Christmas, just try to cut down on the amount of flying you do during the holidays.

During the holidays, tons of greenhouse gases and garbage is produced. Whether it be through wrapping paper, incandescent light bulbs, or the production and shipment of factory produced gifts. We can easily stop all this waste by using creative forms of wrapping paper, using LED lights, buying local gifts, and making homemade gifts, and traveling less. If everyone made a small effort to help the environment this Christmas, it would make a huge difference. This year, try to have a greener, eco-friendlier Christmas, it's not hard, and every effort counts.