



CENTRAL COAST REGIONAL DISTRICT

DATE: April 06, 2016

TO: Darla Blake, CAO

CC: Chair Alison Sayers and Board of Directors

FROM: Donna Mikkelson, CFO (Acting CAO at time of writing)

SUBJECT: Five Year Financial Plan Amendment Bylaw No. 56, 2016

RECOMMENDATION:

"That Bylaw #56 cited as the "Central Coast Regional District Five-Year Financial Plan Amendment Bylaw No. 56, 2016" be now introduced and read a first time."

"That Bylaw #56, cited as the "Central Coast Regional District Five-Year Financial Plan Amendment Bylaw No. 56, 2016" having been given due and detailed consideration by the Board be now read a second and third time."

"That Bylaw #56, cited as the "Central Coast Regional District Five-Year Financial Plan Amendment Bylaw No. 56, 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."

The final figures have now been posted by BC Assessment Authority which has the effect of changing the tax levy distribution amongst the electoral areas, therefore prompting an amendment to the financial plan. It is important to note that nothing else has changed: the tax requisition is at the same level as it was when the financial plan was adopted in March.

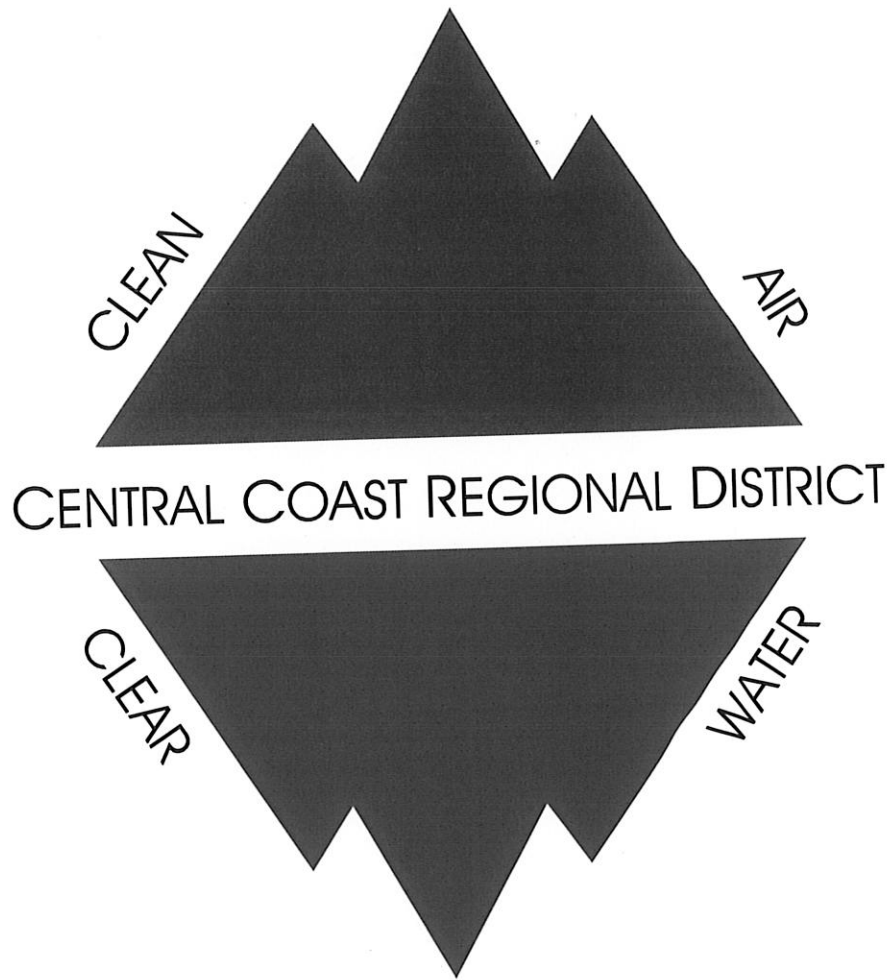
Below is a table which was presented to the board at Financial Plan adoption in March which shows the amendments.

	Area A	Area B	Area C	Area D	Area E
Average residential property value (land & improvements)	107,213 104,802	279,225	150,320 150,126	124,008 123,678	67,111 66,720
Average \$ CCRD portion of tax bill - 2015	262	793	558	463	314
Average \$ CCRD portion of tax bill - 2016	256 253	632 637	551 554	450 452	237 238
Variance - less	(6) (9)	(161) (156)	(7) (4)	(13) (11)	(77) (76)

Respectfully Submitted,

Donna Mikkelson, CFO

Board Meeting
 APR 14 2016
 CCRD ITEM C(6) ✓



FIVE YEAR FINANCIAL PLAN
Bylaw No. 56, 2016

2016-2020

**As adopted March 10, 2016 and
amended April 14, 2016**

And including amendments to property value assessments (April 04, 2016)

**CENTRAL COAST REGIONAL DISTRICT
FIVE-YEAR FINANCIAL PLAN AMENDMENT
BYLAW NO. 56, 2016**

Being a bylaw to amend the Five Year Financial Plan for the years 2016-2020.

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

1. This bylaw may be cited as the Central Coast Regional District Five-Year Financial Plan Amendment Bylaw No. 56, 2016.
2. Schedules attached hereto and made part of this bylaw are the Five-Year Financial Plan for the Central Coast Regional District for the period January 01, 2016 to December 31, 2020.
3. Bylaw No. 55, being the Central Coast Regional District Five-Year Financial Plan is hereby repealed.

READ A FIRST TIME this 14th day of April 2016.

READ A SECOND TIME this 14th day of April 2016.

READ A THIRD TIME this 14th day of April 2016.

RECONSIDERED AND FINALLY ADOPTED this 14th day of April 2016.

Chair

Corporate Officer

I, Darla Blake, Chief Administrative Officer for the Central Coast Regional District hereby certify this to be a true copy of Bylaw No. 56, cited as the "Central Coast Regional District Five-Year Financial Plan Bylaw No. 56, 2016" as adopted.

Corporate Officer

CENTRAL COAST REGIONAL DISTRICT

Financial Plan 2016-2020

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CENTRAL COAST REGIONAL DISTRICT
 CONVERTED VALUES BY PROPERTY CLASS
 FINANCIAL PLAN 2016

PROPERTY CLASS	Area A	Area B	Area C	Area D	Area E	Total	%	Last Year %
01 Residential	3,406,060	111,690	6,170,158	3,376,413	613,825	13,678,146	61.9%	70.2
02 Utilities	3,285,800	57,645	234,815	124,600	31,290	3,734,150	16.9%	5.2
04 Major Industry			117,742			117,742	0.5%	0.8
05 Light Industry	502,180		23,800	26,588	3,944	556,512	2.5%	2.8
06 Business/Other	1,722,521	13,122	426,349	518,015	942,319	3,622,326	16.4%	19.5
07 Managed Forest	86,370		126,150	51,210		263,730	1.2%	0.8
08 Recreation/Non Profit	33,820		28,030	17,990		79,840	0.4%	0.5
09 Farm	3,190		15,216	11,656		30,062	0.1%	0.2
TOTAL	9,039,941	182,457	7,142,260	4,126,472	1,591,378	22,082,508	100	100
% of Total	40.9%	0.8%	32.3%	18.7%	7.2%	100.0%		
Last Year (2015)	5,683,601	165,687	6,475,917	3,817,840	1,696,582	17,839,627		
% of Total	31.9%	0.9%	36.3%	21.4%	9.5%	100.0%		
Increase/decrease	3,356,340	16,770	666,343	308,632	- 105,204	4,242,881		
%	59.1%	10.1%	10.3%	8.1%	-6.2%	23.8%		

Prepared: D. Mikkelsen
 04-Mar-16

As adopted March 10, 2016 and updated April 04, 2016
 Converted Values are obtained from BC Assessment Authority March 21, 2016

CENTRAL COAST REGIONAL DISTRICT
 TAX REQUISITION SUMMARY BY FUNCTION
 FINANCIAL PLAN 2016

	Area A	Area B	Area C	Area D	Area E	Total EA	LSA	Total	%
<u>Administrative Services</u>									
A - General Operations	\$ 128,816	\$ 2,600	\$ 101,775	\$ 58,801	\$ 22,677	\$ 314,668		\$ 314,668	45.4%
B - Grants in Aid	\$ 6,141	\$ 124	\$ 4,852	\$ 2,803	\$ 1,081	\$ 15,000		\$ 15,000	2.2%
C - Feasibility Fund	\$ 4,094	\$ 83	\$ 3,234	\$ 1,869	\$ 721	\$ 10,000		\$ 10,000	1.4%
<u>Development Services</u>									
D - Economic Development	\$ 9,211	\$ 186	\$ 7,277	\$ 4,204	\$ 1,621	\$ 22,500		\$ 22,500	3.2%
E - Land Use Planning	\$ 15,208	\$ 307	\$ 12,016	\$ 6,942	\$ 2,677	\$ 37,150		\$ 37,150	5.4%
F - Valley Street Lighting			\$ 2,666	\$ 1,540	\$ 594	\$ 4,800		\$ 4,800	0.7%
<u>Environmental Services</u>									
G - Solid Waste Management			\$ 52,339	\$ 30,239	\$ 11,662	\$ 94,239		\$ 94,239	13.6%
<u>Leisure Services</u>									
H - Parks & Recreation - Bella Coola			\$ 9,870	\$ 5,703	\$ 2,199	\$ 17,772		\$ 17,772	2.6%
I - Recreation - Denny Island	\$ 4,000					\$ 4,000		\$ 4,000	0.6%
J - Swimming Pool			\$ 29,435	\$ 17,006	\$ 6,559	\$ 53,000		\$ 53,000	7.6%
K - Vancouver Is. Regional Library	\$ 22,415	\$ 452	\$ 17,710	\$ 10,232	\$ 3,946	\$ 54,755		\$ 54,755	7.9%
<u>Protective Services</u>									
L - Emergency Management	\$ 10,142	\$ 205	\$ 8,013	\$ 4,630	\$ 1,785	\$ 24,775		\$ 24,775	3.6%
M - Emergency Management Initiatives						\$ -		\$ -	0.3%
N - House Numbering			\$ 1,171	\$ 677	\$ 261	\$ 2,109		\$ 2,109	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	3.1%
R - Street Lights (Area E)							\$ 9,000	\$ 9,000	1.3%
TOTAL	207,812	3,956	250,357	144,645	55,783	662,553	30,500	693,053	100.0%
Current % of Total Tax Levy	31.4%	0.6%	37.8%	21.8%	8.4%	100.0%			
Last Year (2015)	151,805	4,198	252,113	148,632	66,050	622,798	32,460	655,258	Increase
Last year % of Total Tax Levy	24.4%	0.7%	40.5%	23.9%	10.6%	100.0%			5.8%

Prepared: D. Mikkelsen
 As adopted March 10, 2016
 and with updated values at April 04, 2016

ASSESSMENT AND LIMITS BY SERVICE
FINANCIAL PLAN 2016
 (RG731, RG735)

	Converted	(Limits)	% of Total	Mar-16
	Value Assessments	Land & Improvements	Assessments	Tax Levy
ASSESSMENT BY AREA				
Electoral Area A	\$ 9,039,941	\$ 52,614,310	40.9%	\$ 207,812
Electoral Area B	\$ 182,457	\$ 1,335,160	0.8%	\$ 3,956
Electoral Area C	\$ 7,142,260	\$ 65,381,954	32.3%	\$ 250,357
Electoral Area D	\$ 4,126,472	\$ 36,779,852	18.7%	\$ 144,645
Electoral Area E	\$ 1,591,378	\$ 10,085,450	7.2%	\$ 55,783
Total Electoral Areas	\$ 22,082,508	\$ 166,196,726	100%	\$ 662,553
LSA - Fire Protection	\$ 1,730,347	\$ 10,488,750		\$ 21,500
LSA - Streetlights	\$ 1,472,293	\$ 8,541,600		\$ 9,000
Total Local Service Areas				\$ 30,500
TOTAL ASSESSMENTS	\$ 22,082,508	\$ 166,196,726		\$ 693,053

ASSESSMENT BY FUNCTION

			Tax Limit Rate	Tax Limit \$	Tax Levy \$
Administrative Services					
A - General Operations	\$ 22,082,508	\$ 166,196,726			\$ 314,668
B - Grants in Aid	\$ 22,082,508	\$ 166,196,726	0.100	\$ 16,620	\$ 15,000
C - Feasibility Fund	\$ 22,082,508	\$ 166,196,726			\$ 10,000
Development Services					
D - Economic Development	\$ 22,082,508	\$ 166,196,726	0.750	\$ 124,648	\$ 22,500
E - Land Use Planning	\$ 22,082,508	\$ 166,196,726			\$ 37,150
F - Valley Street Lighting	\$ 12,860,110	\$ 112,247,256	0.200	\$ 22,449	\$ 4,800
Environmental Services					
G - Solid Waste Management	\$ 12,860,110	\$ 112,247,256	1.00	\$ 112,247	\$ 94,239
Leisure Services					
H - Parks & Recreation - Bella Coola	\$ 12,860,110	\$ 112,247,256	1.00	\$ 112,247	\$ 17,772
I - Recreation - Denny Island	\$ 9,039,941	\$ 52,614,310	0.400	\$ 21,046	\$ 4,000
J - Swimming Pool	\$ 12,860,110	\$ 112,247,256	1.000	\$ 112,247	\$ 53,000
K - Vancouver Is. Regional Library	\$ 22,082,508	\$ 166,196,726			\$ 54,755
Protective Services					
L - Emergency Management	\$ 22,082,508	\$ 166,196,726	0.500	\$ 83,098	\$ 24,775
M - Emergency Management Initiatives	\$ 22,082,508	\$ 166,196,726			\$ -
N - House Numbering	\$ 12,860,110	\$ 112,247,256	0.100	\$ 11,225	\$ 2,109
Transportation Services					
O - Airport - Bella Coola	\$ 12,860,110	\$ 112,247,256	1.000	\$ 112,247	\$ -
P - Airport - Denny Island	\$ 9,039,941	\$ 52,614,310	0.287	\$ 15,100	\$ 7,785
Total Electoral Areas	\$ 22,082,508	\$ 166,196,726			\$ 662,553
Local Area Services (LSA)					
Q - Fire Protection (Area E+)	\$ 1,730,347	\$ 10,488,750	5.00	\$ 52,444	\$ 21,500
R - Street Lighting (Area E)	\$ 1,472,293	\$ 8,541,600	2.00	\$ 17,083	\$ 9,000
Total Local Service Areas					\$ 30,500
Total	\$ 22,082,508	\$ 166,196,726			\$ 693,053

Prepared: DM Mar 04, 2016
 As adopted March 10, 2016
 and updated April 04, 2016

* Converted values are published by BC Assessment Authority as at March 21, 2016

Central Coast Regional District Five-Year Financial Plan 2016-2020 Revenue and Expenditures By Service

	<u>Jan-Dec 16</u>	<u>Jan-Dec 17</u>	<u>Jan-Dec 18</u>	<u>Jan-Dec 19</u>	<u>Jan-Dec 20</u>
Revenue					
Apportioned Administration Fees	180,622	190,293	197,859	201,099	207,818
Local Property Taxation	731,053	773,507	795,274	806,956	807,166
Nuxalk Nation Contributions	103,750	105,000	110,000	110,000	110,000
Other Revenue	175,149	67,810	776,163	98,524	141,886
Provincial/Federal Grants	498,361	478,873	419,236	428,279	428,279
Regional Hospital District	13,325	13,325	13,325	13,325	13,325
User Fees & Charges	154,848	157,453	171,742	183,988	193,070
Total Revenue	1,857,108	1,786,261	2,483,609	1,842,171	1,901,544
Expenditures					
<u>Administrative Services</u>					
Community Works Fund	864,151	274,584	190,742	199,785	199,785
Feasibility Studies	20,000	10,000	10,000	10,000	10,000
General Operations	789,389	775,084	731,577	734,057	741,665
Grants In Aid	17,629	15,000	15,000	15,000	15,000
<u>Development Services</u>					
Economic Development	113,040	78,525	78,812	79,906	79,906
Land Use Planning	42,323	37,850	37,850	37,850	37,850
LSA Street Lighting (BC Townsite)	11,450	11,847	11,850	12,650	12,650
Valley Street Lighting	5,794	5,807	5,804	5,914	5,914
<u>Environmental Services</u>					
Solid Waste Management	380,616	276,866	268,866	274,740	274,740
Waterworks Operating (LSA BC Town site)	80,483	57,485	57,863	57,963	57,963
Waterworks Capital (LSA BC Townsite)	19,521	19,521	19,521	19,521	19,521
<u>Leisure Services</u>					
Parks and Recreation - Bella Coola	62,632	28,579	28,579	28,579	28,579
Recreation - Denny Island	17,762	7,447	5,745	5,745	5,955
Swimming Pool	117,624	111,320	109,378	109,578	109,578
Regional Library (VIRL)	54,768	55,653	55,353	57,352	57,352
<u>Protective Services</u>					
Emergency Management	34,728	34,875	34,875	34,875	34,875
Emergency Mgmt Initiatives (FPP)	26,306				
Fire Protection (LSA Townsite)	55,083	46,583	46,583	46,583	46,583
House Numbering	3,428	2,109	2,306	2,681	2,681
<u>Transportation Services</u>					
Airport - Bella Coola	100,760	103,120	825,367	131,224	166,606
Airport - Denny Island	23,952	9,985	9,985	9,985	9,985
Total Expenditures	2,841,439	1,962,240	2,547,456	1,873,988	1,917,188
Excess (Deficiency) of Revenue over Expenditures	(984,331)	(175,979)	(63,847)	(31,817)	(15,644)
Other Income/Expense					
<u>Other Income</u>					
40004 - Surplus, beginning of year	1,329,124	325,891	165,477	80,408	45,802
Total Other Income	1,329,124	325,891	165,477	80,408	45,802
<u>Other Expense</u>					
50204 - Deficit, beginning of year	0	0	0	0	0
50224 - Surplus, end of the year	344,793	149,912	101,830	48,591	30,158
Total Other Expense	344,793	149,912	101,830	48,591	30,158
Net Other Income	984,331	175,979	63,647	31,817	15,644
Net Income	0	0	0	0	0

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Mar 2, 2016
Accrual Basis

CCRD Financial Plan All Classes Combined January 2016 through December 2020

	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Dec 20	TOTAL
Ordinary Income/Expense						
Income						
Apportioned Administration Serv	180,622	190,293	197,869	201,099	207,818	977,701
Local Property Taxation	731,053	773,507	795,274	806,956	807,166	3,913,956
Nuxalk Nation Contributions	103,750	105,000	110,000	110,000	110,000	538,750
Other Revenue	175,149	67,810	776,163	98,524	141,886	1,259,532
Provincial/Federal Grants	498,361	478,873	419,236	428,279	428,279	2,253,028
Regional Hospital District	13,325	13,325	13,325	13,325	13,325	66,625
User Fees and Charges	154,848	157,453	171,742	183,988	193,070	861,101
Total Income	<u>1,857,108</u>	<u>1,786,261</u>	<u>2,483,609</u>	<u>1,842,171</u>	<u>1,901,544</u>	<u>9,870,693</u>
Gross Profit	1,857,108	1,786,261	2,483,609	1,842,171	1,901,544	9,870,693
Expense						
50000 · Apportioned Administration fees	180,622	190,293	197,869	201,099	207,818	977,701
50030 · Bank charges	2,000	2,000	2,000	2,000	2,000	10,000
50035 · Capital Works	113,687	12,700	732,700	34,200	57,700	950,987
50040 · Communications	16,975	20,275	21,575	21,575	20,575	100,975
50045 · Community Development	76,500	181,584	107,742	196,785	196,785	759,396
50050 · Community Groups	20,849	18,220	18,220	18,220	18,220	93,729
50055 · Community to Community	10,000	10,000	10,000	10,000	10,000	50,000
50060 · Contingency	50,049	29,870	20,058	22,152	17,233	139,362
50076 · Directors' Expenses	82,113	82,100	82,100	82,100	82,100	410,513
50085 · Elections	0	0	8,000	0	0	8,000
50089 · Emergency Mmgt Initiatives	26,306	0	0	0	0	26,306
50131 · Planning	192,000	100,000	90,000	10,000	10,000	402,000
50135 · Insurance	27,467	27,615	27,655	27,765	27,947	138,459
50138 · Interest	19,621	19,621	19,621	19,621	19,621	98,105
50165 · Maintenance	69,168	61,618	60,868	62,868	74,734	329,256
50175 · Memberships, dues & subscriptio	3,000	3,130	3,130	3,130	3,130	15,520
50185 · Nuxalk Agrmnt for Water Supply	23,917	23,917	24,395	24,395	24,395	121,019
50190 · Operating expenses	207,169	197,587	195,845	200,496	201,396	1,002,493
50195 · Payroll Expenses	568,891	551,650	559,542	568,690	576,360	2,825,133
50205 · Professional Development	66,550	53,050	53,050	53,050	55,050	280,750
50206 · Professional Fees	183,479	178,779	117,529	117,560	113,632	710,979
50210 · Program Expense	16,010	7,745	6,043	5,987	6,697	42,482
50240 · Solid Waste Management	667,351	0	0	0	0	667,351
50245 · Special Projects	20,000	0	0	0	0	20,000
50250 · Supplies & small tools	55,110	46,781	45,599	46,281	45,781	239,552
50294 · Utilities	31,096	31,506	31,706	32,416	32,416	159,140
50295 · Van Isle Reg Library dis	51,255	52,153	52,153	53,552	53,552	262,665
50316 · Asset Replacement Fund	30,254	30,046	30,046	30,046	30,046	150,438
50999 · Landfill Post Closure Reserve	30,000	30,000	30,000	30,000	30,000	150,000
Total Expense	<u>2,841,439</u>	<u>1,962,240</u>	<u>2,547,456</u>	<u>1,873,988</u>	<u>1,917,188</u>	<u>11,142,311</u>
Net Ordinary Income	(984,331)	(175,979)	(63,847)	(31,817)	(15,644)	(1,271,618)
Other Income/Expense						
Other Income						
40004 · Budget surplus, begin of year	1,329,124	325,891	165,477	80,408	45,802	1,946,702
Total Other Income	1,329,124	325,891	165,477	80,408	45,802	1,946,702
Other Expense						
50224 · Budget Surplus, end of year	344,793	149,912	101,630	48,591	30,158	675,084
Total Other Expense	344,793	149,912	101,630	48,591	30,158	675,084
Net Other Income	984,331	175,979	63,847	31,817	15,644	1,271,618
Net Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>



CENTRAL COAST REGIONAL DISTRICT

DATE: April 06, 2016
TO: Darla Blake, CAO
CC: Chair Alison Sayers and Board of Directors
FROM: Donna Mikkelson, CFO
SUBJECT: Financial Report Jan-Mar 2016

RECOMMENDATION:

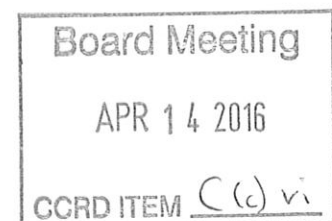
THAT the financial report of revenue and expenditures for the period January 01 to March 31, 2016 be received.

General

Attached is a report of income and expenditures for the first quarter of 2016. Given that it is so early in the year, there is nothing of significance to report in terms of variances.

Respectfully Submitted,

Donna Mikkelson, CFO



Central Coast Regional District Budget vs Actual 2016 Revenue and Expenditures By Service

	2016	Jan-Mar 2016
	Budget	Actual
Revenue		
Apportioned Administration Fees	180,622	0
Local Property Taxation	731,053	0
Nuxalk Nation Contributions	103,750	25,000
Other Revenue	175,149	5,397
Provincial/Federal Grants	498,361	88,592
Regional Hospital District	13,325	0
User Fees & Charges	154,848	64,243
Total Revenue	1,857,108	183,232
Expenditures		
<u>Administrative Services</u>		
Community Works Fund	864,151	6,980
Feasibility Studies	20,000	0
General Operations	789,389	157,305
Grants In Aid	17,629	3,620
<u>Development Services</u>		
Economic Development	113,040	17,731
Land Use Planning	42,323	0
LSA Street Lighting (BC Townsite)	11,450	1,760
Valley Street Lighting	5,794	754
<u>Environmental Services</u>		
Solid Waste Management	380,616	49,949
Waterworks Operating (LSA BC Town site)	80,483	2,951
Waterworks Capital (LSA BC Townsite)	19,521	0
<u>Leisure Services</u>		
Parks and Recreation - Bella Coola	62,632	5,472
Recreation - Denny Island	17,762	516
Swimming Pool	117,624	3,838
Regional Library (VIRL)	54,768	13,684
<u>Protective Services</u>		
Emergency Management	34,728	636
Emergency Mgmt Initiatives (FPP)	26,306	0
Fire Protection (LSA Townsite)	55,083	8,430
House Numbering	3,428	0
<u>Transportation Services</u>		
Airport - Bella Coola	100,760	18,358
Airport - Denny Island	23,952	1,121
Total Expenditures	2,841,439	293,105
Excess (Deficiency) of Revenue over Expenditures	(984,331)	(109,872)
Other Income/Expense		
Other Income		
40004 - Surplus, beginning of year	1,329,124	0
Total Other Income	1,329,124	0
Other Expense		
50204 - Deficit, beginning of year	0	0
50224 - Surplus, end of the year	344,793	0
Total Other Expense	344,793	0
Net Other Income	984,331	0
Net Income	0	(109,872)



CENTRAL COAST REGIONAL DISTRICT

DATE: April 6, 2016
TO: Darla Blake, CAO
FROM: Wendy Kingsley, Administrative Assistant
SUBJECT: **Outstanding Water Tolls**

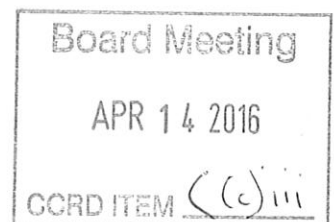
In accordance with Bylaw 282 and amending Bylaw 354 the Regional Board may, by resolution, order the water shut off to any premises on which there are tolls or other charges owing for 120 days or longer.

RECOMMENDATION: That the board authorizes that Notice of Water Shut off be sent out immediately to those premises that have 2016 water toll charges outstanding as at April 30, 2016, pursuant to Section 5 of Bylaw 282 and amending Bylaw 354.

Respectfully Submitted

A handwritten signature in cursive script, appearing to read 'Wendy Kingsley', is written over a horizontal line.

Wendy Kingsley
Administrative Assistant





CENTRAL COAST REGIONAL DISTRICT
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
REGULAR MEETING MINUTES

DATE: March 31, 2016

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.

Board Meeting
APR 14 2016
CCRD ITEM (d)

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

REGULAR MEETING MINUTES – March 31, 2016

In Attendance: Randy Hart (NNDC) - Chair
 Lori Campbell (Community)
 Wilma Hallam (Community) – by phone
 Ana Santos (Denny Island) – by phone
 Tanis Shedden (CEDO) – Recording secretary

Apologies: Garrett Newkirk (Harbour), Chris Quinn (Community)

Absent: Director Sam Schooner (CCRD), Tracy Switzer (Ocean Falls), Ernest Hall
 (Community)

No members of the public attended

1. Call to Order

The chair called the meeting to order at 7:09 p.m.

2. Adoption of Agenda

EDAC 16-03-01 M/S Hallam/Santos that the agenda be adopted.

CARRIED

3. Adoption of Minutes

EDAC 16-03-02 M/S Hallam/Hart that the EDAC Meeting Minutes dated January 28, 2016 be adopted.

CARRIED

4. Community Economic Development Delivery Plan

Discussed as a block.

The CEDO spoke to the plan and explained that in an effort to ensure that any economic development plan moving forward is actionable and attainable that an interim Community Economic Development Delivery Plan be tested. This will help ensure that community members, societies, and organizations are creating the economic development in the region and that it aligns with and helps create additional community capacity moving forward.

EDAC members in attendance had the following comments on the Community Economic Development Delivery Plan (CEDDP) as presented.

They felt the document:

- Was well structured.
- Enables the CEDO to act as a conduit of information/facilitator.
- Has the potential to link individual societies/organizations with the big picture.

- Allows the EDAC to see connections and help the CEDO identify areas where further efficiencies can be made.
- Focused on enabling the community
- Needs further debate regarding societies that are approached to be part of a trial period.

Additional discussion surfaced about what should be supported with any contribution agreements that get structured moving forward.

Ana Santos had concerns that given the different levels at which the communities in our region find themselves with regards to their priorities, how can this plan help us all in the same way? The CEDO suggested that ongoing and open communication is crucial.

Lori Campbell suggested that there is a possibility to discuss a Jobs Creation Partnership project that can work on town beautification. Details and ideas are being discussed informally. Randy Hart mentioned that Nuxalk Nation should be brought into the discussion as there may be an opportunity to collaborate as they are working on structuring a beautification project themselves. Linda Winje, Manager of the Bella Coola Williams Lake and District Credit Union, should also be approached as she has expressed a desire to be active and involved with community initiatives. CEDO is scheduling a meeting with the WLDCU in the upcoming week to touch base and will add this as a topic for discussion.

EDAC 16-03-03 M/S Hart/Campbell that the Bella Coola Valley Learning Society will be approached about the opportunity for a Jobs Creation Partnership town beautification project.

CARRIED

Goal 1 in the draft CEDDP mentions Bella Coola Valley Tourism Visitor Information Booth. Concerns were brought up about providing support for an initiative that already receives funding. A preferred use for tourism support would involve the ferry, Bella Coola Harbour, and Bella Coola Valley Tourism such that a new initiative would be created. The EDAC expressed a desire for BCVT to prioritize any future CEDDP funds to local initiatives (vs. for example, travel and trade shows). There are opportunities for proactive outreach and engagement. For example, having someone at the ferry when it arrives (regardless of timing) and having staff at the Visitor Information Booth be more engaged within the community and act as travel counsellors.

Additional organizations to consider approaching and/or acquiring more information about their mandate/structure

- Denny Island Community Development Association
- Bella Coola Harbour
- Bella Coola Valley Learning Society
- Bella Coola Resource Society
- Williams Lake and District Credit Union

EDAC 16-03-04 M/S Hart/Santos that the EDAC supports the draft Community Economic Development Delivery Plan in principle.

CARRIED

CEDO suggested that Ana Santos be given a chance to give her Denny Island community report before moving to discussion of the OCPAC final report.

5. General Information
a. Community Updates

Ana Santos gave her Denny Island community report explained that the community is working to set priorities. There was a setback regarding moving the recycling initiative forward as the structure of Bella Bella's recycling program will not allow for the Denny Island community to join. With some help from a CCRD grant-in-aid the community garden shelter project behind the community hall is moving forward. They are working to find a means to alleviate issues with roadwork and drinking water. Ana expressed that things are happening and the community is excited about the possibilities. People are working together to achieve their common goals.

6. OCPAC Final Report

Discussed as a block.

With regards to points 1 (Housing – to identify and inventory vacant or underutilized land outside of the ALR) and 2 (Rural Residential opportunity outside Primary Settlement Areas).

Randy Hart raised concerns about the outcome of the land inventory. The inventory will serve to identify potentially developable lands and may attract some outside developers, however, this does not serve to address the issue that some local people have who currently own land in the ALR and are interested in pursuing development. Most people want to develop land they already own and are not interested in pursuing additional property/investment.

Pertaining to point 3 (Home-based Businesses).

Questions that the EDAC would like answered on some level include defining what a "business" is and what a "home-based business" is.

In the current context, it may be a moot point attempting to regulate home-based businesses. As there is little existing commercial infrastructure to support transitioning to a more concentrated core. Local residents have invested in their home-based businesses and implementing and enforcing restrictions on the type of businesses that can be practices in residential areas may be impractical. It would require a community vision and will to adjust the current status quo.

Discussion about point 4 (Tourism and Recreation) was minimal.

7. Adjournment

Due to the Victoria Day (May 23, 2016) the EDAC has rescheduled the next meeting to be 7 pm May 19, 2016.

EDAC 16-03-04 M/S Hallam/Santos that the regular meeting of the Economic Development Advisory Committee be adjourned at 8:52 p.m.

CARRIED

CARRIED



CENTRAL COAST REGIONAL DISTRICT

DATE: April 7, 2016
 TO: Darla Blake, CAO
 FROM: Tanis Shedden, Community Economic Development Officer
 SUBJECT: Community Economic Development Report

EXECUTIVE SUMMARY

LovecentralcoastBC.com workshops were held March 28 and 29th.

Bella Coola Valley Sustainable Agriculture Society is moving forward with applications for funding for several initiatives to take place over the course of summer 2016.

Rural Dividend fund has been announced with two application intake dates. Intake one April 4, 2016 – May 31, 2016. Intake two October 3, 2016 – October 31, 2016.

EDAC held their meeting Thursday March 31, 2016. The Economic Development Advisory Committee has supported the Community Economic Development Delivery Plan (CCEDP) in principle.

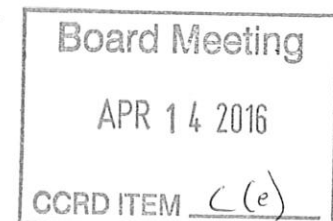
RECOMMENDATION

THAT the Community Economic Development Report dated April 7, 2016 be received.

LOVECENTRALCOASTBC.COM



Karen Border (Director, Corporate Services) and Renata King (Director, Business Development) with Northern Development Initiative Trust came to Bella Coola to host several workshops in connection with lovecentralcoastbc.com. Over the course of 3 workshops, there were 17 attendees. We have 8, of the minimum 20, applications submitted to date.



The workshops highlighted three aspects of the program.

1. Benefits to individual business owners
 - a. Cost-effective website/web presence
 - b. Professional photoshoot/professionally written bio
 - c. Part of one of the largest shop-local initiatives in North America

2. Resources
 - a. Dedicated staff at NDIIT
 - b. Annual marketing budget (\$1,200 top up)
 - c. Each \$100 fee collected returns to the community for local promotion/hosting of launch event
 - d. Short business development webinars will soon be made available to participating businesses

3. Community benefits
 - a. Ensures that residents and tourists are able to connect with the local business/artistic community
 - b. Connects the Central Coast region with broader regional Love Northern BC marketing efforts

Gwyneth Anderson, GRA photography, has been offered the position of photographer for lovecentralcoastbc.com.

To ensure that the photographer and writer have time to put the individual webpages together, interested parties are asked to apply to lovecentralcoastbc.com by **April 30, 2016**. Applications will continue to be accepted on an ongoing basis, however, they will not be guaranteed to be active for the official launch date. The anticipated launch, should we get the minimum 20 registrants before April 30, is for end of June/early July. For those unable to fill out the application online paper copies of the application can be made available.

BELLA COOLA VALLEY SUSTAINABLE AGRICULTURE SOCIETY

The CEDO has been working with Dayna Chapman, Food Action Plan Implementation Coordinator with BCVSAS, to help facilitate several initiatives to support the local farming community this summer.

An application is being put forward by the BCVSAS to LUSH for funding for some outlined projects, which include developing a night market in Bella Coola, facilitating on-site workshops, and a proposed local produce branding exercise.

RURAL DIVIDEND ANNOUNCED

Through the Ministry of Forests, Lands, and Natural Resource Operations there is 25 million dollars being made available to local governments, First Nations, and not-for-profits in rural British Columbia.

Each organization may submit one application for project development and one for project implementation per intake. There are two intakes this year. The first intake ends May 31, 2016. The second intake runs from October 3, 2016 to October 31, 2016.

The selection criteria is based on the following:

- Job creation and retention
- Rural communities most in need
- Significant leveraging of Program Funding (matching funds)

The four project categories are as follows:

- Community Capacity Building
- Workforce Development
- Community and Economic Development
- Business Sector Development

Community organizations such as the Bella Coola Resources Society, Bella Coola Valley Learning Society, Bella Coola Harbour Authority, Bella Coola Valley Sustainable Agriculture Society, etc. should also be made aware of this funding opportunity. Eligible partners may partner with for-profit entities in some instances.

The CEDO is currently investigating options for the CCRD based on the Integrated Strategic Plan, current work plans, and input from staff. Some opportunities may be tabled at the April 14, 2016 board meeting.

COMMUNITY ECONOMIC DEVELOPMENT DELIVERY PLAN

As stated in the March 31, 2016 EDAC minutes, the committee has supported the Community Economic Development Delivery Plan (CEDDP) in principle. The plan is in an early draft/research phase.

This plan is being designed to leverage contribution agreements with various local organizations to build the communities capacity to deliver on strategic goals. During the EDAC meeting the plan was described as a trial plan to test contribution agreements as an implementation tool to assist the CCRD in their role as a facilitator of ground-up community economic development.

Additional conversations and community input will need to be collected on an on-going basis to ensure that the CCRD is supporting the community in their efforts to leverage the available community resources in a strategic and collaborative manner.

Several members of the CEDO's Community Economic Development Certification cohort have agreed to provide additional comments, suggestions, and questions to assist in the development of an actionable CCRD community economic development plan.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'T. Shedden', with a long horizontal flourish extending to the right.

Tanis Shedden
Community Economic Development Officer



CENTRAL COAST REGIONAL DISTRICT

TO: Darla Blake, Chief Administrative Officer
 FROM: Cheryl Waugh, Transportation and Land Use Coordinator
 DATE: April 6, 2016
 SUBJECT: Land Use Planning Report

Recommendation:

1. That the Land Use Planning Report dated April 6, 2016 be received

	Zoning	Subdivision	Maps & Plans	Other Related* (specify)	Land Referrals & Updates
Number of Enquiries	12		5	6	1
Method of Inquiry					
Email/I-Net	2		1	4	
Phone	6		2	1	
In-Person	4		1	1	
Hard Copy			1		1
Number of Applications	0	0			

Zoning

-Local realtor enquired about zoning for a Hwy 20 property.

-Local realtor enquired about zoning for a Hwy 20 property and if there is land use zoning in Ocean Falls. There is not.

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- Hwy 20 Hagensborg property owner enquired about zoning for the purposes of starting a business.
- Follow-up with local business operator to answer further questions regarding the rezoning process.
- Zoning enquiry for a house but more information requested due to incomplete description.
- Setback enquiry for a building extension.
- Local resident(s) interested in CCRD's involvement in a Hwy 20 property for sale for the purposes of creating a park/stop-of-interest. Further investigation is required and will be reported in May, 2016.
- Townsite resident enquired about zoning and setback allowances for planned improvements.
- Met twice with representative of a townsite property development to discuss setbacks, siting for flood control and to review plans.
- Met with Hagensborg resident to review current property zoning and answer questions about land in the ALR and appropriate zoning for business purposes.
- In the course of routine work inconsistencies were discovered in specific portions of the zoning bylaw for the Bella Coola Valley. An amendment is planned to align the bylaw with the intent of the board from a previous amendment. *See April, 2016 CCRD Meeting Agenda, Bylaws and Policies, Bylaw No. 461*

Subdivision N/A

Maps & Plans

- Local realtor provided a map for our files detailing an avalanche zone for a Hwy 20 property.
- Local resident requested and viewed a survey plan of their property.
- Local representative for Census Canada enquired about mapping of properties on the outer coast. Referred him to Front Counter BC for possible assistance.
- Two different residents requested a copy of a survey plan of their properties but neither are on file with CCRD. Referred to the Land Title Survey Authority or a surveyor's office. One reported back that they were able to obtain a copy of the plan from the surveyor's office immediately via email.

Other Related*

-Local realtor could not match a mobile home registry with the legal description of the Hagensborg property where it is currently located. Was able to match the legal description to another property and advised, suggesting the mobile home may have been moved from this location and the registry not updated.

-Local resident confirmed their civic address for a Telus installation. In the course of the correspondence the writer stated they are living on the property in a mobile home. The opportunity was taken to advise that living there is counter to a no-build covenant with the Central Coast Regional District.

-A BC Hydro service designer was contacted regarding a non-existent address used for hydro installation last year and asked about their criteria for cross-checking civic addresses. In future they will attempt to verify addresses with the CCRD like Telus does.

-The CCRD's planning consultant requested an update on the progress of the OCP review. A package of information will be forwarded for her information.

-Local realtor requested PID number for a Hwy 20 property.

-Met with a townsite resident to answer questions of concern regarding planned development in proximity to their home.

Land Referrals/Updates

-Warren/Tracy Nygaard, Sunshine Bay, licence issued for 10 years, commercial float and fish camp.

Cheryl Waugh

Transportation and Land Use Coordinator



**CENTRAL COAST REGIONAL DISTRICT
PUBLIC WORKS DEPARTMENT
MARCH 2016 REPORT**

TO: Darla Blake, CAO
CC: Board Chair Alison Sayers and Board Members
DATE: April 6, 2016
FROM: Ken McIlwain, R.P.F. Public Works Manager
SUBJECT: Public Works Monthly Report

RECOMMENDATIONS:

1. THAT the March 2016 Public Works Report be received.
2. THAT the CCRD Board of Directors approve administration to develop and implement a schedule that will provide for two weeks of extended operating hours for Thorsen Creek Waste and Recycling Centre and that tipping fees as set out in Bylaw 348, be reduced by 50% for all properly sorted loads of residential waste during this same time period.

**PUBLIC WORKS FUNCTIONS AND SERVICES
MARCH 2016 HIGHLIGHTS**

SOLID WASTE MANAGEMENT

1. **ACTION ITEM BACKGROUND:** Last year's community Spring Cleaning event was a success. The landfill operation hours were extended to six days a week for a two week period and tipping fees for residential non-household materials were reduced 50%. The increase in operating costs was offset by the increased volume of billable waste, making the event relatively cost neutral to CCRD. Spreading the event over two weeks slowed the influx of materials and allowed attendants to work with waste haulers to achieve proper sorting of waste and recyclables.

The Nuxalk Nation Community Health Nurse has inquired if the program will be available again this year, citing the importance of clean living spaces to their community. The reduced fees and extended hours make the community clean-up a viable undertaking.

There are significant benefits to undertaking this event again in 2016.

BENEFITS: This initiative will make it more affordable for Valley residents and the Nuxalk Nation to undertake larger scale clean-up operations and hopefully result in a cleaner healthier Valley.

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Reduced tipping fees will only apply to properly sorted loads. This is a standard requirement and will allow the CCRD to promote new recycling initiatives for everything from electronics to light fixtures. Many residents are still not aware that loads need to be separated so that banned items such as electronics and small appliances are recycled and not placed in the landfill.

RISKS: Valley residents may also develop an expectation that this would be an annual event. Many residents still inquire when the next "Free Dump Day" will be held.

BUDGETARY CONSIDERATIONS: Additional costs to operate 6 days per week are estimated at \$1600-\$2000 per week, depending on amount of refuse received and additional landfilling expenses. Additional revenues from tipping fees are estimated at \$1500-\$2000 per week. There is room in the contingency portion of our budget to absorb these losses if tipping fee revenue is not as high as expected.

RECOMMENDATION: It is recommended the CCRD board approve administration to work with staff, contractors and waste haulers to develop and implement a schedule that will provide for two weeks of extended operating hours for Thorsen Creek Waste and Recycling Centre and that tipping fees as set out in Bylaw 348, be reduced by 50% for all properly sorted loads of residential waste during this same time period.

2. Staff completed surveying and staking out of the new recycling facility and transfer station at Thorsen Creek Waste and Recycling Centre.



Photo: Public Works Manager, Ken McIlwain surveying in centerline of new access road. Photo Credit – Joseph Fletcher.

3. Site work at the new Thorsen Creek Recycling Depot/Transfer Station facility started April 4th. The coarse alluvial material contained in the B and C soil horizons presents challenging

conditions and there will be a heavy reliance on importing fill onto the site to facilitate grading work.



Photo: Clint Nelson excavating southwest corner of the transfer station and metal storage area.

- 4. Snootli Creek Hatchery donated 60' trusses from a demolition project for use at the new recycling depot.



Photo: Bill Nygaard gently lowers trusses into position as Mitch Lorimer nudges the corner into place.

5. Thorsen Creek Waste and Recycling Centre took delivery of three new 20' double end shipping containers from ContainerWest. Containers will be used for construction storage and then recycling storage.



Photo: Martin Nygaard unloads containers from B-Train.

6. Significant Expenditures: N/A

RECREATION FACILITIES

1. **Walker Island & Snootli Parks:** Flooring is complete at the new concession building, plumbing is roughed in and the electrical wiring is underway.



Photo: Electrician Max Anderson roughing in electrical.

2. **Centennial Pool:** A field visit was completed as the first step in a condition assessment of the Centennial Pool. Architect Bruce Carscadden and Engineer Harold Steward visited the pool March 21st. A follow-up meeting was held the following morning with Pool Commission members and CCRD staff. A formal report is currently being prepared. This assessment will help inform the Asset Management Planning process.
3. **Nusatsum Park:** N/A
4. **Snootli Skating Rink:** N/A
5. **Significant Expenditures and Contracts:** Emco Corporation was paid \$2133.75 before taxes for plumbing supplies and fixtures. Mitch Lorimer was paid \$3135.00 before taxes for tree removal and site clean-up at Walker Island Park.

BELLA COOLA TOWNSITE WATER SYSTEM AND FIRE PROTECTION

1. Further leak detection work was undertaken by a Nuxalk contractor at two locations on the townsite. A leak was confirmed at one of the locations.
2. The Bella Coola Volunteer Fire Department responded to a call in the Hagensborg area to extinguish a chimney fire.
3. **Significant Expenditures and Contracts:** n/a

BELLA COOLA AIRPORT

N/A

STRATEGIC PUBLIC WORKS INITIATIVES

SHEARWATER WATER SYSTEM

CCRD staff have requested that SD49 keep the CCRD informed of drilling results, and progress with their initiative to develop potable water for the school on Denny Island.

SOLID WASTE MANAGEMENT PLAN UPDATE

Planners Carey McIver and Associates Ltd. in conjunction with Maura Walker & Associates Ltd. will be visiting the Regional District the second week in May to undertake initial stakeholder engagement.

ASSET MANAGEMENT PLANNING

Progress continues with condition assessment work.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ken McIlwain". The signature is stylized with a large, sweeping horizontal stroke at the end.

Ken McIlwain, RPF
Public Works Manager