



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

Board Meeting  
NOV 09 2017  
CCRD ITEM     C(6)    

DATE: November 2, 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 Central Coast Regional District support the application to the Northern Development Initiative Trust from the Bella Coola Resource Society for a grant of up to \$30,000 from the Community Halls and Recreation Facilities Program for the Mountain Bike Trail Project.
  2. THAT the Central Coast Regional District creates a contribution agreement with Bella Coola Resource Society for a total of \$3000 to assist the organization in building community capacity for responsible, sustainable stewardship of mountain bike trails in the region.
  3. THAT the Central Coast Regional District write a letter of support to Community Futures Cariboo Chilcotin for the Emergency Wildfire Response and Recovery Program For Rural Small and Medium Size Enterprises program in support of their applications to Northern Development Initiative Trust and the Cariboo-Chilcotin Beetle Action Coalition.
  4. THAT the Central Coast Regional District Board seek input from the Economic Development Advisory Committee on EDAC Terms of Reference revisions and on regional economic development initiatives furthering the CCRD vision and strategic priorities.
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**CCRD COMMUNITY ECONOMIC DEVELOPMENT HIGHLIGHTS**

**Grant Writer Program**

The CCRD grant program has supported eight organizations, including the community of Ocean Falls, to identify funding opportunities and/or assist with grant writing. Organizations are encouraged to contact the CEDO to learn more about the program and the supports that may be available. To date the program has supported proposals for tourism marketing initiatives, a child care facility, recreation development, as well as flood risk assessment and mapping.

### **Mountain Bike Trail Project – NDIIT Proposal**

There is potential for trail projects as both a destination development tool and as a recreation opportunity for residents. The Mountain Bike Trail Network Masterplan aims to aid in developing the Bella Coola Valley as a mountain biking destination for tourism and residents alike. The Bella Coola Trails Alliance, a subcommittee of the Bella Coola Resource Society, is interested in applying for the NDIIT Community Halls Recreation Facilities grant to build multi-use and mountain bike trails as identified in the Plan. NDIIT requires a resolution from the CCRD Board of Directors for proposals submitted under this funding stream. The focus of the proposal is on the schoolhouse network of the Masterplan, specifically the XC 2 trail that connects the recently built trail to the Boardwalk (excerpts from pages 27-39 of the Masterplan, with information on the proposed trail, are attached).

### **Contribution Agreement**

The Economic Development Operating Plan is structured to include Contribution Agreements with various local organizations to support initiatives that will develop the foundation for community economic development in the region.

The Bella Coola Trails Alliance was identified in 2016 as an organization to be included in the 2017 Economic Development Delivery Plan and was included in the 2017 budget as a group to be considered for a Contribution Agreement.

Through a Contribution Agreement with the Bella Coola Trails Alliance/Bella Coola Resource Society, the CCRD can support capacity building and stewardship within a sector that is growing in the province and the region. The initiative is 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.

This initiative aligns with the following priorities and strategies outlined in the CCRD Economic Development Operating Plan:

**Priority # 3** Support the empowerment of the local community by facilitating the coordination of community efforts to build local capacity to implement economic development plans and initiatives.

**Priority # 5** Work with organized community groups to help them lobby for support and connect with resources that are available through senior levels of government and various foundations to meet their community and economic development objectives.

5.1 Encourage and advocate for planning and endorsement of recreation activities in future CCRD strategic priorities, community plans, and service budgets

### **Letter of Support for Community Futures Recovery Program**

Community Futures Cariboo Chilcotin is seeking a letter of support for the proposed *Emergency Wildfire Response and Recovery Program For Rural Small and Medium Size Enterprises* program in support of their applications to Northern Development Initiative Trust and the

Cariboo-Chilcotin Beetle Action Coalition. The proposal has received approval in principle from both funders. A summary of the proposed program is attached.

Community Futures is interested in working with the CCRD Recovery Manager to ensure that efforts are complimentary, activities are not duplicated, and to maximize the resources available to help businesses through this difficult time. Community Futures Cariboo Chilcotin service delivery area extends to the Bella Coola Valley so participants from Electoral Areas C, D, and E will be served by the proposed program.

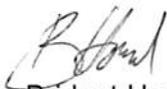
**Economic Development Advisory Committee**

The next scheduled EDAC meeting is November 30<sup>th</sup> 2017. The CAO and Board Chair will be in attendance to discuss the Terms of Reference. This meeting can also serve to provide the Board with information about regional perspectives on areas that would be beneficial for the CCRD to pursue in relation to economic development projects to further the CCRD vision and strategic priorities toward "an inclusive, resilient, and sustainable group of communities thriving within a locally influenced, safe, healthy and natural environment".

**BC Wildfire Business Impact Survey for the Central Coast**

Attached please find a report with survey results from the initial BC Wildfire Business Impact Survey. This document will be shared with other local and regional organizations working to support businesses in recovery efforts and will be made available to the public. For additional information about Recovery efforts, please refer to the Emergency Program report included in this agenda package.

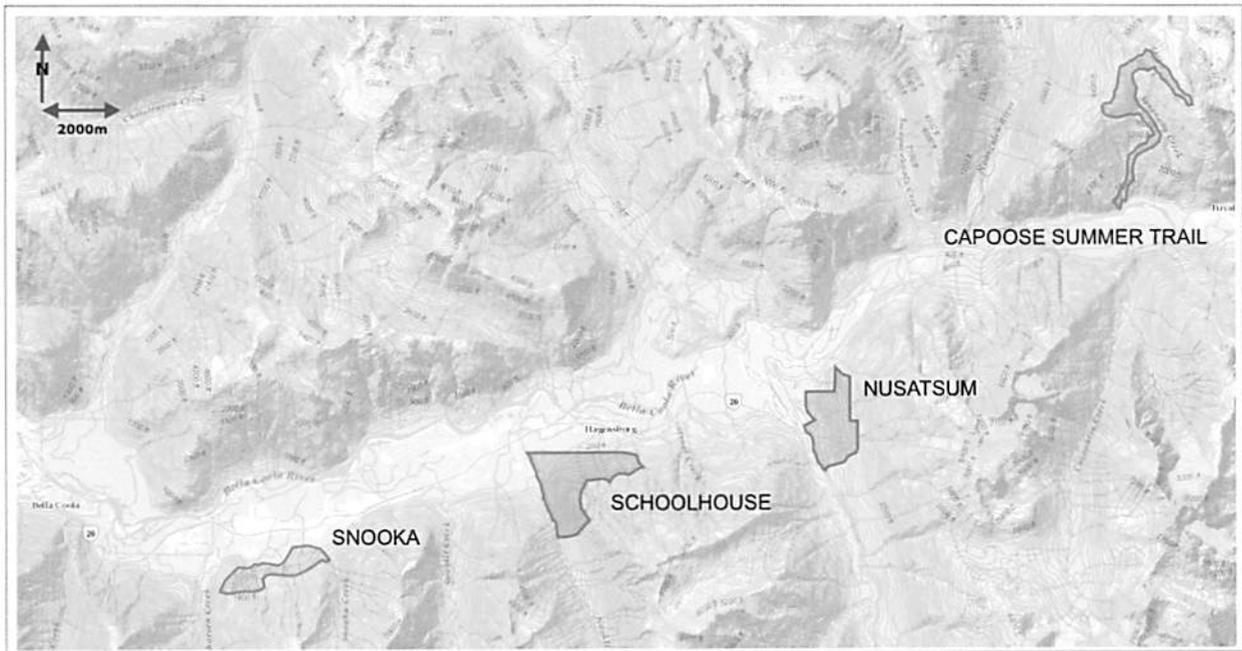
Respectfully submitted



Bridget Horel  
Community Economic Development Officer

## 3 Proposed New Trail Networks

New trails are needed to improve the existing networks, reflect current trends and assure enough diversification for local and visiting riders. The existing local trails are missing a broad range of technical levels, TTF' s built to the highest standards, new-school flow, and enough kilometers to keep riders coming back.

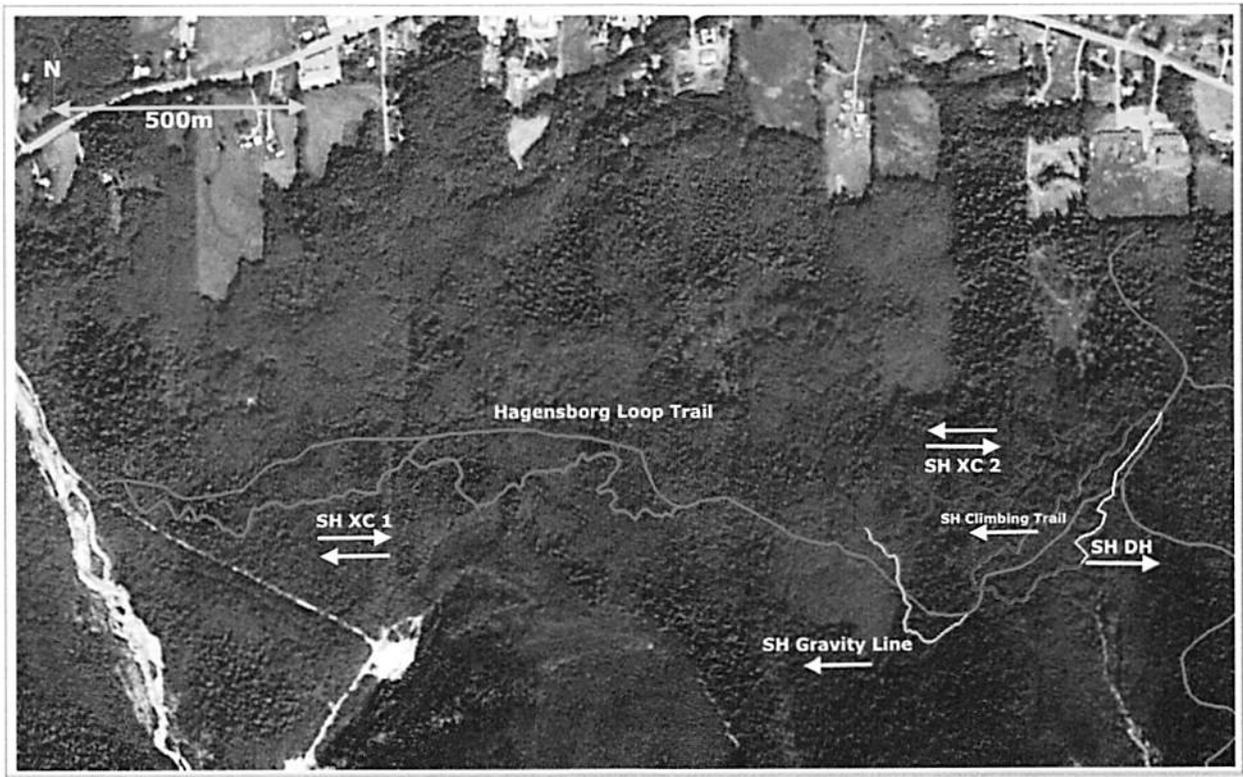


### 3.1 Schoolhouse Trail Network

A number of existing hiking trails make this area one of the preferred local recreational areas. The Schoolhouse East & West Mountain Falls trails take hikers through a unique, swamp like ecosystem via an elevated 250 meter long boardwalk. They then continue uphill to the bottom of the waterfalls, offering great views of the valley. The Hagensborg Loop Trail contours along the mountain through mixed deciduous and coniferous forest, mostly second growth. A creek crossing marks the divider between a single track trail and a double track section. The creek crossing can be difficult at high water.

### 3.1.1 Trails

Trails in the Schoolhouse Trail Network are proposed as natural surface single-track trails, hand built, cleared to a height of 2.4 meters and as Type III or Type IV trails<sup>1</sup>. The trailheads for the proposed XC 2, SH Climbing and SH DH trails, are situated at the Southern private property line, of the School District 49 District Lot. Ideally an extension of the climbing trail can be build in the future, with permission and in partnership with the School District. This trail extension would then link the proposed trails and the existing board walk.

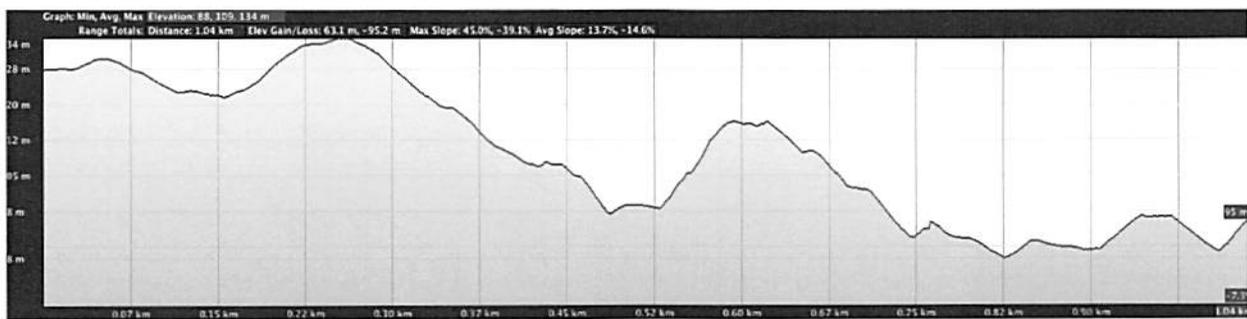


<sup>1</sup>Whistler Trail Standards First Edition, Page 6 (Appendix)

## SH XC 2

- 1,029 meters, All Mountain/XC, beginner to intermediate and advanced riders

The School House Cross Country 2 trail starts on the network's eastern trailhead, just south of the Nusatsum School. This is a much needed, high priority trail that will open up network connectivity in combination with the School House Cross Country 2 trail. Built as a bi-directional trail, ending 230 meters east of the SH XC 2 trailhead. A 30 meter benchcut section is recommended at the trail's most westerly section. Large creeks and drainages are a major issue and a number of bridges are needed.



# Emergency Wildfire Response and Recovery Program For Rural Small and Medium Size Enterprises

## Summary of proposal to NDI/CCBAC

### Overview

There are a variety of programs and services that are either already in place, or being developed that would be of value to businesses working to recover from wildfire impacts. Examples include:

- Red Cross Emergency Assistance Funding – Phase 1 and Phase 2
- NDI Competitiveness Consulting Rebate Program
- Community Futures loans, business counseling and training programs
- Small Business BC / NDI webinar partnership

The challenge for business is understanding and accessing appropriate supports. One-on-one assistance is needed to assist business owners with effectively and efficiently accessing the right kind(s) of help.

The Emergency Response and Recovery Program will support wildfire affected businesses and not-for-profits by providing one-on-one support to ensure that owners and managers are able to effectively and efficiently access programs and services that will assist with their re-opening and ongoing sustainability.

The key delivery resource of the program will be Business Ambassadors who will visit wildfire affected businesses to:

- Assess the impact of wildfires on the business
- Match their needs to available programs and services
- Assist with appropriate referrals and application processes
- Coordinate/partner with Wildfire Recovery Coordinators to collect information that will help communities to better understand wildfire impacts in order to support new program development

### Program Area

Due to the extent of devastation created by the wildfires it is evident the priority for this year is with the CF's located in the north/central regions of BC, with most program resources directed there. Note, all Community Futures in this proposal are within the NDI service area of Cariboo Chilcotin/Lillooet Region.

This program provides a comprehensive package for the region extending from Lillooet to Hixon and West to Bella Coola.

Regionally, Community Futures will focus resources on those businesses/sectors that were most affected as well as prioritizing them for early response. For example, in those communities that were not placed on evacuation order the priority would be on businesses that rely on tourism, agriculture or forestry based markets. For those communities that were placed on evacuation order, the impacts would be much more widespread requiring additional program resources.

The primary outcome of the Ambassador program is to effectively connect businesses to other existing supports. Accordingly, the key metrics are the # and \$ value of supports accessed. Metrics associated with the effectiveness of these supports – i.e. jobs created/maintained; increased revenues; reduced costs are the responsibility of these other supports and would not be collected by the Ambassadors. At specific intervals information could be captured with a follow up survey that NDIT could mail out to the businesses that have received support through this program. This is something that can be developed jointly with the CF offices and NDIT.

2017

BC WILDFIRE BUSINESS IMPACT  
INITIAL SURVEY RESULTS FOR THE  
CENTRAL COAST



Report prepared by:  
Bridget Horel, Community Economic Development Officer



# BC WILDFIRE BUSINESS IMPACT INITIAL SURVEY RESULTS FOR THE CENTRAL COAST



## BACKGROUND

The devastating BC wildfire situation affected many communities in the Province including impacting people, events, and businesses within the Central Coast. BC was in a Provincial State of Emergency from July 7<sup>th</sup> to September 16<sup>th</sup> and the Central Coast Regional District was under a State of Local Emergency from July 9<sup>th</sup> to August 28<sup>th</sup>. To gain an initial understanding of how the wildfires have impacted local business operations, a sample of businesses in the Central Coast Regional District were surveyed during August and early September 2017. In total 40 responses were received.

Highway 20 was closed intermittently from July 7<sup>th</sup> to August 24<sup>th</sup> as a result of wildfires (Appendix A). Travel to and from the region was impacted by the road closures as well as advisories that went out on BC Ferries and Pacific Coastal Airline to restrict travel to the area. The closures and advisories resulted in disruption to travel of people and supplies as travellers did not have certainty that they would be able to get in and out of the Central Coast.

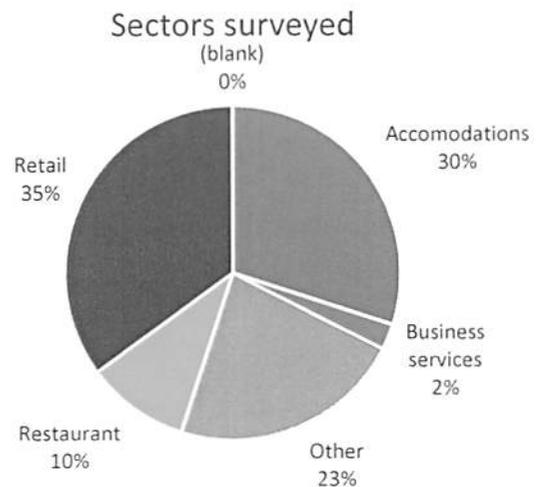


**40 Business  
Operations Surveyed**

All of the businesses surveyed indicated that they had been impacted by the BC Wildfires. Survey results will be used to inform advocacy and recovery efforts.

## OVERVIEW OF SURVEY RESPONDENTS

A range of businesses were surveyed with the most representation from accommodations and retail businesses. Others sectors include transportation, manufacturing, entertainment, Aboriginal tourism, and medical/health. Over 90% of responses are from the Bella Coola Valley with some responses from businesses on Bella Bella and Denny Island. Most businesses surveyed are based in the community within which they operate and only 10% operate out of multiple locations. Almost half the businesses participating in the survey have been in operation for up to 15 years with 55% operational for 16 years or more.



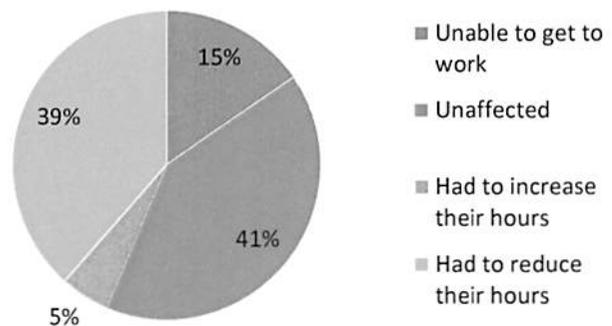
Through the survey, 281 full-time employees, 69 part-time employees, and 9 casual employees were represented. This includes respondents who are self-employed. Over two thirds (70%) of the businesses surveyed are microbusinesses with less than five full time employees and 88% of businesses have less than 10 full-time employees. Over 120 volunteers were also represented through this survey as two respondents have volunteers.

### STATUS OF EMPLOYEES

Respondents were asked whether or not they had to lay off or terminate any employees as a result of the wildfires and to identify the status of their employees. The majority of businesses (93%) did not have to lay off or terminate employees. However, two businesses commented that they withheld from hiring additional summer staff because customer traffic was down. One owner/operator, employed in the emergency response, had to hire a staff member to operate the business.

During the wildfires, 5% of businesses had to increase employee hours while 39% had to decrease the number of employee hours. 15% of businesses identified the status of their employees as unable to get to work and 41% reported that staff was unaffected.

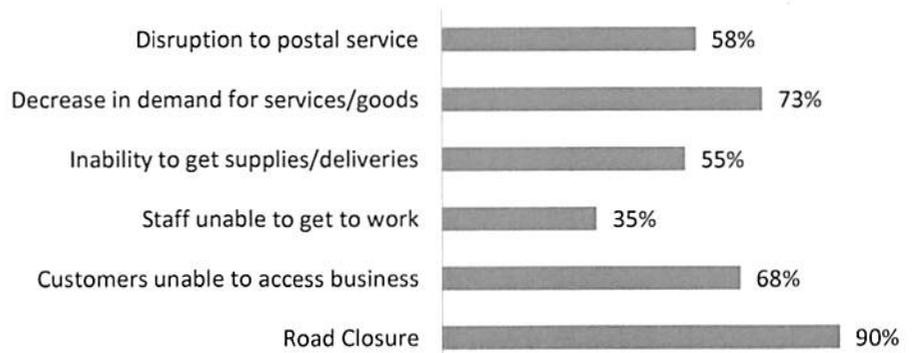
Status of Employees During Wildfires



### FACTORS IMPACTING BUSINESS

There were a number of factors, resulting from the wildfires, which negatively impacted businesses. Survey participants were asked how their business is being, or was, affected by the wildfires. The top five factors identified were: road closures, disruption to postal service, decrease in demand for services/goods, customers/clients unable to access business, and inability to get supplies/deliveries.

Key Factors Impacting Business



Please note: total can exceed 100% due to multiple mentions

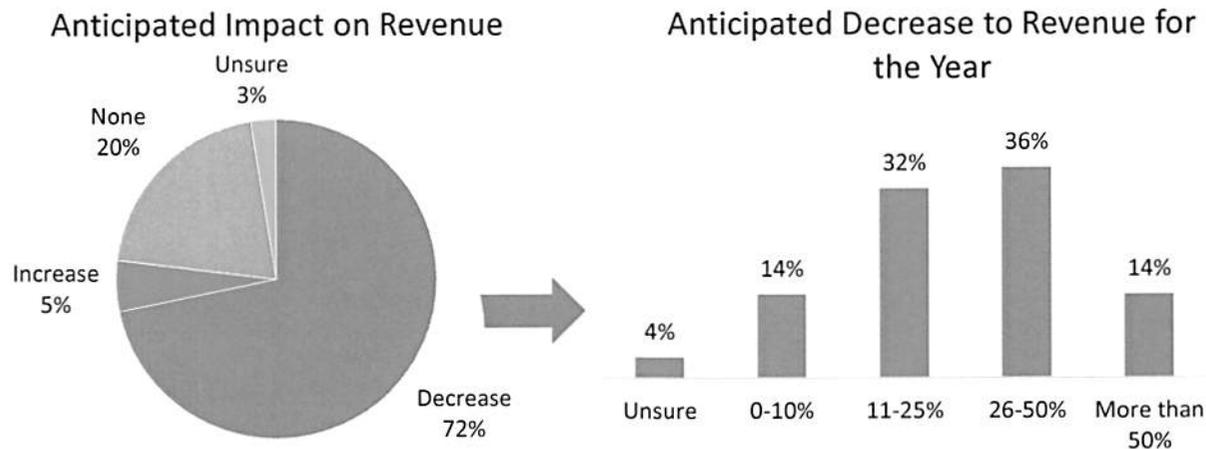
Other responses included:

- Unpredictability of Highway 20
- Confusion around permits and road access
- Drive BC and BC Ferries notices
- Cancellation of reservations (by clients)
- Altered operating times
- Logistical barriers for accessing supplies (for example – suppliers closed/shutdown as a result of evacuations)
- Smoke causing delays and/or cancellations to flights and impacting air quality
- Perceptions that the business was closed
- Staff and/or contractors (specialty workers) could not get in to town
- Delays to construction and repairs
- Threat of loss of internet and communication services
- Contingency planning with hardcopy backups and deferral of payments in case of loss of internet and interact payment services
- People less likely to come on vacation when their interior community is threatened by fire
- Closure of warehouses in Williams Lake
- Delay in payments to suppliers and business
- Increases to construction costs
- Some supplies had to be rationed
- Cancellation of community events
- Decrease in tourism traffic

A few businesses noted that wildfire activities came on top of the impacts earlier in the season, caused by the Landslide on Highway 20, noting that foreign visitors had challenges navigating the alternate routes and this had also caused trip cancellations. Long term impacts, such as the impacts of the wildfire on timber supply, were also raised as a concern.

### IMPACT ON REVENUE

The majority of businesses (72%) anticipated a decrease in revenue resulting from the impacts felt by the BC wildfires. Alternately 20% did not feel there would be an impact, and 5% of businesses



anticipated that there would be a 0-10% increase in revenue. Of those projecting a decrease in annual revenue, almost one third anticipated an 11-25% decrease; over one third anticipated a 26-50% decrease in annual revenue; 14% anticipated more than 50%; and 14% anticipated a 0-10% decrease.

### OPERATIONS DURING WILDFIRES

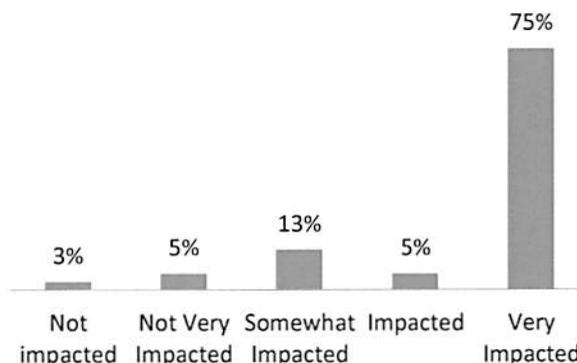
The majority of businesses surveyed (72%) were able to maintain operations during the wildfires and subsequent road closures and ferry cancellations. However, some (18%) experienced reduced hours and 10% had to close for a period of time as a result of staff or supplies being stuck out of town or from the reduction in customers/clients and sales.

### COMMUNICATION INFRASTRUCTURE

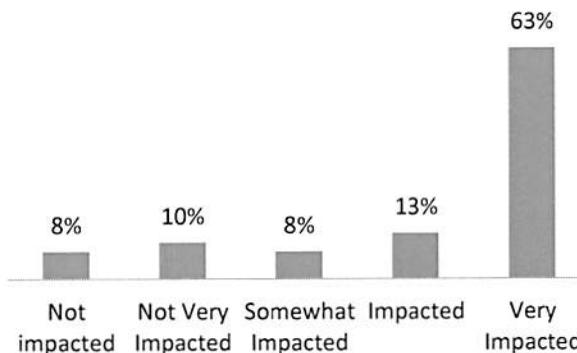
There was concern that disruption to cellular and internet services would occur in the region as a result of the wildfires threatening Telus infrastructure near Riske Creek. While this did not occur, respondents were asked how impacted the business would be by a disruption to cell, internet and data services, and interac payment services.

Results indicate that the majority of businesses would be impacted or very impacted by a disruption to internet and data services (80%) and interac payment services (76%). There was an almost 50/50 split between respondents who would not be impacted by disruption to cell service and those who would. 45% indicated that they would not, or would not be very impacted and 55% indicated that they would be somewhat to very impacted. Some respondents noted that their businesses are not located in an area with cell reception and therefore do not rely on cell service for their operations.

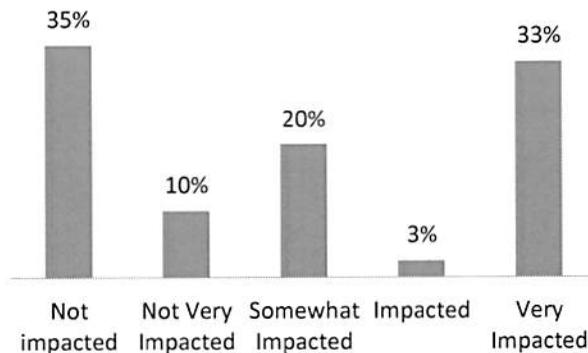
#### Impact of Disruption to Internet Service



#### Impact of Disruption to Interac and Payment Services



#### Impact of Disruption to Cell Service



## AREAS FOR SUPPORT

Respondents were asked to identify what resources, if any, were believed to be needed in order to recover from the impacts of the BC Wildfires. The most frequently acknowledged area for support was marketing to get customers back (33%). Support with operating capital (10%), supply chain issues (i.e. transportation, access to suppliers) (8%), and business/contingency planning (5%) were also identified.

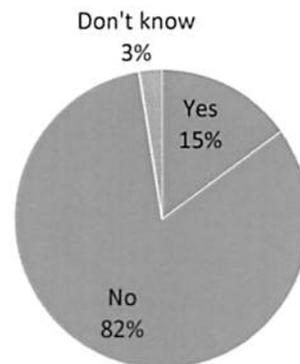
A few businesses commented that, while the \$1500 grant for Small Businesses impacted by the wildfires was beneficial to some businesses, it was general and did not take into account the range or extent of revenue loss facing businesses.

## PREPARED FOR DISASTERS

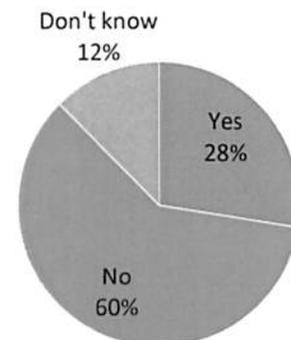
The majority of businesses surveyed (83%) do not have a disaster plan for their business. However, 28% of the businesses indicated that they do have business interruption insurance. Additional comments in relation to insurance included concerns with the cost of business interruption insurance being prohibitive for new businesses and that the business interruption insurance, held by some businesses, was only for instances where business operations had been fully shutdown.

Respondents were asked what they would like to have in place for their business in case of future emergencies. The responses included factors that were internal to their business and others that were external. There were several recurring topics with business emergency planning/continuity planning mentioned most often, followed by insurance to cover business closures and disruptions, planning in case of loss of communications infrastructure, clear communication of information around road closures and emergency updates, identification of alternative transportation (land, air, and sea) routes and evacuation plans, financial relief, and improvements to infrastructure (i.e housing for elders, signage, and backup/alternative energy systems). Other areas identified include development of a long-term plan for dock infrastructure at the harbour to use of the ferry for transportation during road closures, expansion into different markets to diversify the customer base, and financial compensation for staff that will miss work.

## Do You have a Business Disaster Plan?



## Do You have Business Interruption Insurance?



## NEXT STEPS

This report will be presented to the CCRD Board of Directors, made available on the CCRD website, and provided to anyone who requests a copy, so that all businesses who participated as well as all members of the public have access to the findings. In addition a press release will be circulated highlighting key findings. Survey results will be used to inform advocacy and recovery efforts including supporting efforts to hire a Recovery Manager to develop a recovery plan, focused on addressing economic recovery in the region. These initial findings can assist in the identification of specific priorities and objectives for development and implementation of the recovery plan to assist in recuperation, to mitigate setbacks suffered during the 2017 wild fires, and to inform decisions regarding process and policy to address future threats.

APPENDIX A: HIGHWAY 20 ROAD CLOSURES DURING 2017 WILDFIRE SEASON

Highway 20 Road Closures during 2017 Wildfire Season				
Incident ID	Traffic Pattern	Road Name	Start	End
249637	Closed	Highway 20 Both Directions	Jul 07 2017 18:52	Jul 08 2017 07:51
249656	Closed	Highway 20 Both Directions	Jul 09 2017 10:24	Jul 28 2017 18:14
249682	Closed	Highway 20 Both Directions	Jul 13 2017 19:46	Jul 14 2017 08:40
249894	Closed	Highway 20 Westbound	Aug 10 2017 16:06	Aug 16 2017 11:47
249895	Closed	Highway 20 Eastbound	Aug 10 2017 16:09	Aug 16 2017 11:47
249914	Closed	Highway 20 Both Directions	Aug 12 2017 18:40	Aug 12 2017 21:09
249916	Closed	Highway 20 Westbound	Aug 12 2017 21:03	Aug 15 2017 14:36
249934	Closed	Highway 20 Both Directions	Aug 16 2017 11:49	Aug 24 2017 18:15

*Information provided by Ministry of Transportation and Infrastructure - Drive BC Published Plan Report - Cariboo*



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

**TO:** Courtney Kirk, CAO  
**CC:** Board Chair Alison Sayers and Board Members  
**DATE:** November 2, 2017  
**FROM:** Ken McIlwain, RPF Operations Manager  
**SUBJECT:** Operations Monthly Report

Board Meeting  
NOV 09 2017  
CCRD ITEM C(e)

**RECOMMENDATIONS:**

1. THAT the November 2017 Operations Report be received.

**CCRD OPERATIONS  
NOVEMBER 2017 HIGHLIGHTS**

**SOLID WASTE MANAGEMENT**

1. Tipping fee revenue at TCWRC for the month of October increased significantly due to several demolition projects underway in the Bella Coola Valley area.
2. Limited progress was made on TCWRC transfer station construction during October due to contractor availability and trouble sourcing a new light pole.  
Remaining works to complete include:
  - Installation of light pole beside attendant's office;
  - Guard rails along transfer station wall;
  - Gate installation; and
  - Electric fence installation around bin area.
3. Maintenance work is scheduled in November for installation of a new air drier system on the packer truck to alleviate issues with freezing airlines.

**RECREATION FACILITIES**

1. **Centennial Pool:** It has been challenging getting options and costing on an upgrade to the hot water system in the change room building. Efforts will continue in order to inform 2018 budgeting.
2. **Skating Rink:** Three new floodlights have been purchased for the ice rink.

- 3. **Walker Island Park:** A grant application was submitted to Northern Development Trust for \$30,000 to upgrade playground equipment. Other funding sources are also being investigated. Upgrades are required to bring the playground area progressively into compliance with CAN/CSA-Z614-14 - Children's playspaces and equipment.

A new bear proof garbage bin was purchased from Rollins Machinery and is being installed adjacent to the concession building. The existing garbage bins will be reconfigured to better accommodate high use areas.

**BELLA COOLA TOWNSITE WATER SYSTEM AND FIRE PROTECTION**

- 1. The BCVFD did not respond to any calls during the month of October. The new (used) compressor unit for filling SCBA tanks has been installed. Painting of the fire hall interior is complete. Costs exceeded the project budget. This was due to heavy smoke staining of the fire hall ceiling that required extensive cleaning and application of a stain masking product. Repairs were completed to the storage shed behind the fire hall. Plans are in place to hold an air bakes course in mid-November. Valley residents have been invited to participate.

**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.

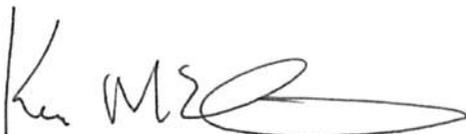
**DENNY ISLAND WATER**

CCRD updated SD#49 with respect to funding timelines. CCRD continues to look for grant funding opportunities. SD#49 updated CCRD on progress around their portion of the proposed system.

**ASSET MANAGEMENT PLANNING**

Urban Systems' Senior Asset Management Engineer John Weninger has been in contact with administration around development of the CCRD Asset Management Policy. This is part of the 2017 work plan.

Respectfully submitted,



Ken McIlwain, RPF  
Operations Manager

Centennial Pool Commission  
Meeting Minutes  
26 September 2017

Present: C. Nygaard, C. Tommasen, N. Koroluk, R. Hilland, J. Kyle, K. Lansdowne, J. Cole

Guest: Mykaila Dixon, Pool Manager

Mykaila had prepared two reports which were emailed to Commissioners before the meeting: 2017 Manager Opening Report and 2017 Centennial Pool Season Summary.

**Opening Report**

As a result of all the pre-season work, the pool and its surroundings looked very good this year.

Motion: That the 2017 Manager Opening Report be adopted.

Hilland/Cole:Passed

**2017 Centennial Pool Season Summary**

Mykaila also summarized the pool's summer season and offered suggestions to consider for next year.

The Commission requests that Ken and/or Richard attend the next meeting to advise the Commission on various physical issues.

Next Meeting TBA



# Denny Island Airport Commission Minutes October 26<sup>th</sup> 2017

Meeting: brought to order at 7:36pm

Present: Mark Schlichting, Danny Oliver, Doug Sharkey, Ingmar Lee  
Guests: Al Tite, Steve Emery  
Absent: Jean Wood (convalescing), Aggie Green and Ron Nielsen (moved on)

Additions to Agenda: Contract to fix building roof

Acceptance of amended agenda: Ingmar/Mark carried

Acceptance of February 16<sup>th</sup> 2017 minutes: Mark/Ingmar carried

Old Business:

- BC Hydro main breaker was replaced by Stephen McLeod Electrical Contracting  
Contract completed, bill sent to CCRD for payment  
Motion to pay – Ingmar/Danny carried
- Brushing contract for East side and North overshoot  
Brushing completed to Commissions satisfaction, bill sent to CCRD for payment  
Motion to pay – Mark/Ingmar carried
- Contract for tie downs  
Completed as per specs, tested to 500lbs vertical pull  
Bill sent to CCRD for payment  
Motion to pay – Ingmar/Danny carried
- Replaced windsock
- Steve Emery Contracting
  - resurfaced South overshoot
  - brushed West side of runway
  - built road access to his quarry
  - all of the above done to complete access agreement
- Contract to fix building roof not let due to extremely wet summer

New Business:

- 2017 Financial Statements supplied by CCRD were reviewed and discussed
- names submitted to CCRD for 2018 Commission members
  - Jean Wood
  - Mark Schlichting
  - Ingmar Lee
  - Steve Emery
  - Danny Oliver
  - Doug Sharkey

Adjournment: 7:59pm

RECEIVED  
NOV 02 2017  
Central Coast Regional District

Board Meeting  
NOV 09 2017  
CCRD ITEM C(9)

**October 2, 2017 DIRC Meeting**

In attendance – Rhonda, Kathy, Ramona, Krista, Mark Beisel, Lan, Sean

Review of old minutes

- review of bylaw – new CCRD staff member will review request for more DIRC members in next bylaw review
- still no janitor: talk to Fee about cleaning up after events
- Jean says treadmill needs to be dismantled and sent out by AI for repairs. Either we will get rid of it or Jean can handle getting it repaired.
- List of assets – still needs to happen. Ramona will ask Betty for a list.
- Still need a key cut for mailbox – Ramona will do
- Motion to accept meetings from last minute passed

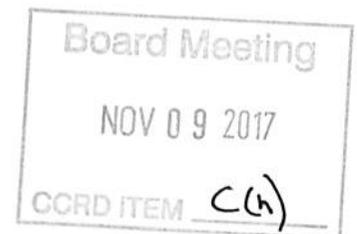
New Business

1. Met with DICDA at the Community building about location of storage add on, storage solutions, and kitchen configuration. Estimate of addition onto building is \$5-\$10K. DICDA will contribute to some extent but suggests we look into getting funding through a NDIT grant. Krista looked at application -needs further study and copy of grant used to get original building funding.  
 Motion to carry over \$2000 for storage to next year’s budget passed.

2. Budget for remaining funds this year and proposed budget for next year approved by all.

Budget for remaining funds in 2017

Total budget remaining	\$9,295
Shelving for equipment room	\$800
Hallowe'en	
fireworks	\$499
food	\$50
prizes	\$220
décor	\$200
Disc golf supplies (Lan)	\$250
Extension cords and lights	\$233
Rent	\$1,200
Qi Gong	\$110
Christmas presents for kids	\$250
Total	\$3,812
Carry over to 2018	\$5,483



- 3. Canoe use: all agreed on the following:
  - a. liability waiver and sign out sheet: mandatory pdfs
  - b. Mark volunteers to portage canoe to Eddie Lake.
  - c. Recommend bring a VHF
  - d. Krista still needs to ask at hotel about sign out

- 4. Hallowe'en – Lan will help out
  - a. food – potluck
  - b. Rhonda - Drop sheets for walls – paintable
  - c. Meet again with DICDA about games etc.
  - d. Rhonda will research prizes – prizes for kids
    - Costume prize, best character, talent show
  - e. Krista will ask about use of van for rides
  - f. Dance contest

- 5. 2018 DIRC membership
  - Rhonda is leaving
  - Krista will not be seeking to renew appointment (was a 1 year term)
  - Kathy's 2 year term is up
  - Mark Beisel will apply to join