

CENTRAL COAST REGIONAL DISTRICT  
POLICIES

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**A-20 - Disposal of Assets**

**Preamble:** An asset disposal policy ensures that assets representing expended tax dollars are disposed of in a fair and transparent fashion, taking into account best practices, and in accordance with *Disposing of Land and Improvements and Disposal of Water Systems, Sewer Systems and Utilities (sections 285-288)* of the *Local Government Act, RSBC, 2015*

**Definitions:** “**Assets**” means any type of tangible, physical property, either singularly or as a component or part of another item of tangible physical property.  
“**Interest in land and improvements**” means the multi-year lease agreements the CCRD has with various lease holders at the Bella Coola Airport or other CCRD facilities.  
“**Immediate Family Member**” means father, mother, sister, brother, stepfather, stepmother, stepsister, stepbrother, father/mother/sister/brother-in-law, spouses/common law spouses, and/or children.  
“**Value**” means replacement value for an item of similar age and condition. Assets are considered of no value where the asset is movable property and where CCRD staff deem intended use of the asset risks bodily harm.

**Policy:** Assets held by the Regional District that are no longer needed shall be disposed of as follows:

1. Any item having an estimated value of less than \$1000 may be posted on the Regional District’s website and public notice boards located at all postal outlets within the Regional District.
2. Any item having an estimated value of \$1000 or more must be published on the Regional District’s website, in the local newspaper and simultaneously posted on public notice boards at postal outlets within the Regional District.
3. The Chief Administrative Officer and/or designate be authorized to receive any and all offers and to accept none or one offer in order to provide the most benefit to the Regional District, up to an amount of \$10,000. The sale of assets with a value greater than \$10,000 must be approved by the Board of Directors.
4. No assets shall be sold to CCRD staff, Directors or immediate family members prior to assets being offered for sale to the public. Additionally, no preferential treatment in acquisition shall be given to CCRD staff, Directors or immediate family members.
5. The CCRD shall notify the public of any disposition of an interest in land and improvements. Notice must be published on the Regional District’s website and in the local newspaper.
6. CCRD staff may dispose of assets of no value without sale or public notification.
7. Consideration may be given to outer coast needs in the disposition of assets by resolution of the Board.

**Adopted:** June 14, 2007  
**Amended:** September 13, 2012  
**Amended:** September 10, 2015  
**Amended:** December 12, 2019  
**Amended :** February 13, 2020