



CENTRAL COAST REGIONAL DISTRICT

TO: Chair Reg Moody and Board of Directors

FROM: Darla Blake, CAO

**SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT -
05 March 2015**

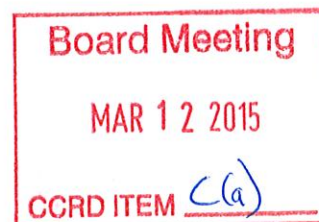
RECOMMENDATION:
THAT the Chief Administrative Officer's Report dated 05 March 2015 be received.

STRATEGIC PLANNING

Approval and Endorsement of the CCRD Integrated Strategic Plan 2015-2019
 The next item of the agenda is the CCRD Integrated Strategic Plan 2015-2019, which is now ready for approval and endorsement by the Board, prior to publishing for the public.

The 2015 Strategic Priorities are:

1. ***Solid Waste Management Plan:***
See Public Works Manager's report, elsewhere in the agenda.
2. ***Shearwater Water System:***
See Public Works Manager's report, elsewhere in the agenda.
3. ***Asset Management Planning:***
See Public Works Manager's report, elsewhere in the agenda regarding replacement of the pool swimming tank at Centennial Pool
4. ***Official Community Plan:***
See Transportation and Land Use Coordinator's report, elsewhere in the agenda.



5. **Economic Development Plan:**

The Economic Development Advisory Committee (EDAC) held their first meeting on Wednesday 11 March 2015. Refer to Economic Development on the agenda, for copy of the EDAC draft minutes to the CCRD Board of Directors, for approval.

GRANTS

NDIT Economic Development Capacity Building Grant –

In the CCRD's efforts to engage a Community Economic Development Officer (CEDO), Administration made the approved application to NDIT for the Economic Development Capacity Building Grant of up to \$50,000. It is with great pleasure we advise, our grant application has been successful. This is the first stage of a two part funding approach for the employment of a CEDO on a two year contract.

A further application for the balance of the funds needed for employment of a CEDO has now been made Community Sustainability Trust (CST). It is anticipated we should have a response back in time for the April meeting. In the event the funds from CST are approved prior to the April meeting, the Board and Economic Development Advisory Committee will be advised and the CAO will proceed with the recruitment process, in the interest of activating the recruitment process and meeting timelines.

Administration has started working on a job description for an Economic Development Officer to be recruited for a term of two (2) years, as per our grant applications.

NDIT Local Government Internship Grant –

Advised by phone (letter following) that the CCRD application to NDIT for the Local Government Management Internship Grant has been approved.

Interviews between intern applicants and CAOs and NDIT are being held 11 March 2015.

GOVERNANCE MATTERS

Board Workshop to Discuss Restructure Issue - update

Administration are waiting to hear back from the Ministry of Community, Sport and Cultural Development on when they will be available to come to Bella Coola to meet with the Board. The Ministry has indicated coming to the valley is preferable to discussing this issue over the phone, via teleconference call. As more information comes to hand, the Board will be informed. We are anticipating possibly a May visit.

Proposed Board Evaluation Process

Administration has implemented the decision of the Board to develop a Board Evaluation process. At the Board's request, the consultant has been contacted and arrangements are being made for a 13 May 2015 workshop with the Board.

GENERAL

Apologies for absence at CCRD Board meeting to be held 9 April 2015

I wish to inform the Board that, Chair Moody has approved me taking some time off between the CAO and CEO forum in Victoria (23 – 25 March 2015) and the AVICC Conference in Courtney (10 – 12 April) with Easter long weekend in between.

By doing this, it will save CCRD additional expense of approximately \$900 to fly me back and forth to the island, if I didn't take time off between the conferences.

It is unfortunate that during the timeframe, there is a Board on 9 April 2015. Chief Financial Officer Donna Mikkelson has been asked to attend the meeting on my behalf as the Corporate Administrator.

Please accept this as my formal apologies for not being able to attend the Board meeting.

Respectfully Submitted



Darla Blake
Chief Administrative Officer