



CENTRAL COAST REGIONAL DISTRICT

TO: Chair Reg Moody and Board of Directors

FROM: Darla Blake, CAO

**SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT -
04 December 2014**

RECOMMENDATION:
THAT the Chief Administrative Officer's report dated 04 December 2014 be received.

RECOMMENDATION UNDER CERTIFICATE OF APPRECIATION:
THAT an appointed Board member and the CAO present the Certificate of Appreciation and gift to the Sissons, in appreciation of long term service to the Central Coast region, after the 11th December 2014 Board meeting.

RECOMMENDATION UNDER ANNUAL APPRECIATION:
THAT the Board agrees for the CCRD to pay for the Staff Christmas lunch as a mark of appreciation for all the work staff has completed during the year.

STRATEGIC PLANNING

2015 Integrated Strategic Planning Priorities

At its 9 October 2014, the Board of Directors approved the Strategic Priorities for 2015 in order to enable Administration to begin work on budgets so first drafts of the budgets for 2015 can be put to the December meeting.

The 2015 Strategic Priorities are:

1. **Solid Waste Management Plan:**
 - complete Stage 1 establishment of public and technical advisory committee (future needs, issues and opportunities – budgets and funding implications), and
 - progress Stage 2 (the development of short and long options, continue with development of solid waste management planning with a committee).

Board Meeting
 DEC 11 2014
 CCRD ITEM C(c)

2. **Shearwater Water System:**
 - establish costs and seek out possible grant funding through the Small Communities Infrastructure Funding 1/3, 1/3, 1/3 (prior to putting all information out for a referendum).
3. **Asset Management Planning:**
 - Undertake investigations and consultation on the replacement of the pool swimming tank at Centennial Pool (including budget and funding implications)
 - Initiate the development of a comprehensive Asset Management Plan.
4. **Official Community Plan:**
 - Complete a comprehensive review and update of the Official Community Plan, Zoning and Subdivision Servicing Bylaws
5. **Economic Development Plan:**
 - Review and update or develop a new Economic Development Plan

14-10-04 M/S Directors McCullagh/Schooner that the Strategic Priorities for 2015 be approved as presented.

CARRIED

For the information of the Board, an update on the Strategic Priorities is provided in the CAO's report for each Board meeting.

GRANTS

Infrastructure Planning Grant – on behalf of Hagensborg Waterworks District
Central Coast Regional District (CCRD) has recently received confirmation from the Ministry of Community Sport and Cultural Development of approval for a Multi-Source Feasibility Study Grant in the amount of \$7,500, which was applied for on behalf of the Hagensborg Waterworks District back in March 2013.

The original application was not successful in the first round of funding, however, at the end of September 2014 we received a letter from the Minister, stating that the application had been reconsidered and approved in the next round and details would be forwarded to us by the Ministry.

Confirmation of details were received and the CAO signed off on the terms and conditions of the grant and this was forwarded to the Ministry.

A letter was sent to Hagensborg Waterworks District, advising them of the grant, and requested they forward eligible costs for the Multi-Source Feasibility Study. Eligible costs are defined in the Act and its accompanying regulations.

On receipt of the requested information, CCRD will prepare a claim and send into the Ministry, noting that the Province reserves the right to reduce or deny payments if the amounts claimed are unreasonable or ineligible.

Once CCRD receives the grant payment from the Ministry, we will prepare a cheque in the same amount and forward to Hagensborg Waterworks.

ADMINISTRATION MATTERS

Certificate of Appreciation –

Early in the year CCRD were advised that Bella Coola Air are looking to sell their business, with the view of 'retirement'.

In discussion with Wayne Sissons the CAO is aware there are potential buyers in negotiation with Bella Coola Air. However, there is also the possibility that should the negotiations not end with a sale, and the Sissons' not find a suitable purchaser, they may choose instead to close their doors.

The potential loss of the service to the Central Coast region, provided by Bella Coola Air (Wayne and Laurie Sissons) over close to 43 years, would be HUGE!

At this point in time, the CAO is waiting to hear back from Wayne Sissons on any decision regarding the future of the airline service.

In the meantime, on behalf of the Board, I have taken the liberty to produce a Certificate of Appreciation for Long Term Service to Bella Coola Air (the Sissons), along with a small gift and card as a token of how much we appreciate the airline service and for the dedication from the Sissons', to the region over a significant number of years.

Recommendation:

THAT an appointed Board member and the CAO present the Certificate of Appreciation and gift to the Sissons in appreciation of long term service to the Central Coast region, after the 11th December 2014 Board meeting.

Annual appreciation - This time each year the Board generally authorizes the CAO to provide gift certificate in the amount of \$50 and a signed card from the Board, in recognition to each member of staff in appreciation of all the work they do.

I am seeking clarification from the Board if they wish to continue with the "tradition" or another suggestion that has been put forward is the Board agrees to pay for the Staff Christmas Lunch.

Recommendation:

That the Board agrees to pay for the Staff Christmas Lunch as a mark of appreciation for all the work staff has completed during the year.

Respectfully Submitted



Darla Blake
Chief Administrative Officer