



CENTRAL COAST REGIONAL DISTRICT

TO: Chair Alison Sayers and Board of Directors

FROM: Darla Blake, CAO

**SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT -
04 March 2016**

RECOMMENDATION:

THAT the Chief Administrative Officer's Report dated 04 March 2016 be received.

THAT the Chief Administrative Officer's Report be released from in-camera and more specifically the information, as reported regarding the Governance and Service Delivery Diagnostic Analysis Study in this report, be made public.

THAT the CCRD Board of Directors appoints Mr. Ed Backmann as the CCRD Deputy Emergency Program Coordinator – Area A, and that administration advise Mr. Backmann, accordingly.

STRATEGIC PLANNING

The endorsed CCRD Integrated Strategic Plan 2015-2019 is now available on the CCRD website. If members of the public would like a hard copy they can come into the CCRD office to obtain a copy.

The 2016 Strategic Priorities:

Weight	Factor	Measure
30%	Asset Management Plan	Complete the initial CCRD Asset Management Plan to the required "baseline" level by 30 June 2016.
30%	Governance/ Service Delivery Study and Analysis	To undertake Phase 1 of 3 Phases (over 3 years) Governance/Service Delivery Study and Analysis. Phase 1 includes securing funding from province, developing ToR to secure a consultant to undertake the study during 2016, with results to be assessed by CCRD and the Ministry CSCD in order to develop the next steps (Phase 2 of 3).
25%	Solid Waste Management Plan	Identify and document future needs, issues and opportunities, budgets and funding implications of SWM Plan by 31 December 2016
15%	Economic Development Plan	Review the current EDP and update as needed or develop a new EDP by 31 December 2016

GOVERNANCE MATTERS

Governance and Service Delivery Diagnostic Analysis Study - Update

We can advise that the Minister of Community Sport and Cultural Development has signed the Cost Sharing Agreement with CCRD for undertaking the Governance and Service Delivery Diagnostic Analysis Study to the value of \$60,000 (for phase 1 of the study). CCRD will receive the funds shortly.

The Terms of Reference (TOR) for Phase 1 of the study and the CCRD proposed Request for Proposal (RFP) have also been approved. A short list of five (5) appropriately qualified and experienced consultants was agreed upon with the Ministry.

The RFP was sent out to the five chosen consultants, with a deadline of 18 March 2016 for receiving their proposals.

It is noted, while negotiations were being undertaken with the province (in accordance with Section 90(2)(b) of the Community Charter) information regarding the development of the Governance and Service Delivery Diagnostic Analysis Study has not been released.

Apart, from the negotiations that will take place with any potential consultant which also falls under Section 90(2)(b) of the Community Charter, it is recommended the Board consider releasing from in-camera other information pertaining to the study, including the letter of approval to the diagnostic study from Minister Fassbender (Minister for Community Sport and Cultural Development).

EMERGENCY MANAGEMENT

Deputy Emergency Program Coordinator vacancy – Area A

Administration advertised the vacancy for a Deputy Emergency Program Coordinator.

One person put their name forward, Ed Backmann who is the Ocean Falls Improvement District Corporate Officer and Fire Chief for the Ocean Falls Volunteer Fire Department.

It is recommended the Board consider the appointment of Mr. Ed Backmann as the CCRD Deputy Emergency Program Coordinator – Area A. If the Board approves this appointment, Mr. Backmann will be advised and more information regarding his appointment will be forwarded to him.

Emergency Program Act – Feedback

The province is currently undertaking a review of the Emergency Program Act, with a desire to encourage a robust dialogue on the legislative framework for emergency management in BC. As part of this review the opportunity has been presented for stakeholders to put their thought forward on the future of the Emergency Program Act (EPA), through an online engagement forum. This engagement opportunity has now been extended to 22 April 2016 at 4pm, to allow more time for feedback. The discussion forum can be found on:

<http://engage.gov.bc.ca/emergencyprogramact/>. Organizations can submit formal responses by email to citizenengagement@gov.bc.ca before the end of the consultation period.

ADVOCACY – BC FERRIES

Coastal communities' chairs continue to work on advocacy and lobbying of the BC Provincial government regarding BC Ferries services and fares. The Chair of this group, Colin Palmer from the Powell River Regional District has been working closely with Coastal Chairs, First Nations, Ministry of Transportation

representatives (including Minister Todd Stone) and BC Ferries to discuss ferry issues.

Mr. Palmer and his collaborators have developed a draft Terms of Reference for the long promised “working group” with the ministry to progress issues.

He has also organized a meeting with Minister Stone, on 4 April 2016, to discuss the working group and the terms of reference.

The CCRD representative on the Coastal Chairs group is Chair Sayers.

The Board will be kept informed as more information comes to hand.

GENERAL

NDIT – Letters of Support for Organizations

CCRD have been advised by Northern Development Initiative Trust (NDIT) that the grant application by the Bella Bella Airport Authority to the Economic Diversification Infrastructure grant for \$50,000 has been approved. CCRD provided a letter of support for this project to NDIT.

Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour – letter and booklet received

The ministry sent CCRD a copy of the BC Jobs 4-Year Progress Update, which has been given to the Community Economic Development Officer (CEDO) for review and any action or opportunities that may be possible for CCRD. If there are possibilities or actions, the CEDO will notify the CAO and Board, accordingly. A copy of the letter is attached for your information.

Respectfully Submitted

Darla Blake
Chief Administrative Officer