



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, NOVEMBER 26, 2014, 1:30 pm

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

## AGENDA

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	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
Recognition of Traditional Territories.	
<b>2. <u>APPROVAL OF AGENDA</u></b>	
<i>(motion to approve, including late items requires 2/3 majority vote)</i>	
<b>3. <u>DECLARATIONS</u></b>	
<i>(conflict of interest or gifts)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – November 13, 2014</b>	<b>6-13</b>
<i>THAT the minutes of the Board of Directors meeting held on November 13, 2014 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS (10 minute maximum)</u></b>	
a. <b>Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for October 2014.</b>	<b>14-15</b>
b. <b>Adriane Schroeder (via phone), Tanis Dagert, Alberni-Clayoquot Health Network regarding Presentation of Report on Accessible and Affordable Transportation Study in the Alberni-Clayoquot Regional District.</b>	<b>16-66</b>
c. <b>Barb Stevenson, Port Alberni Better at Home Program/Alberni Valley Assisted Living Society regarding Presentation of the Proposed Community Shuttle Program.</b>	<b>67-69</b>
<b>6. <u>CORRESPONDENCE FOR ACTION</u></b>	
a. <b>LOCAL GOVERNMENT LEADERSHIP ACADEMY (LGLA)</b>	<b>70-73</b>
Elected Officials Seminar for Association of Vancouver Island and Coastal Communities, scheduled for January 27 – 29, 2015 or January 28 – 30, 2015, Tigh-Na-Mara Resort, Parksville, BC. Newly elected Director for Bamfield (Electoral Area "A") Keith Wyton has been	

registered for the January 27-29, 2015 Seminar in Parksville, BC. This is an opportunity for the Board of Directors to decide if other members of the Board should attend.

- b. **REQUEST FOR NOMINATION** **74-75**  
Association of Vancouver Island and Coastal Communities, November 19, 2014 regarding Request for Nominations for Interim Director at Large. The Board is to consider nominating a Director from the ACRD. Representation from this Region would be considered favourably.

*(Board Direction Requested)*

- c. **REQUEST FOR SUPPORT** **76**  
Central Westcoast Forest Society, November 19, 2014 regarding Request for Support for Restoration Within the English Cove Watershed.

*THAT the Board of Directors provide a letter of support to the Central Westcoast Forest Society for the Restoration within the English Cove Watershed and request staff to explore possible funding options.*

- d. **REQUEST FOR LETTER OF SUPPORT** **77-95**  
Toquaht Nation, November 19, 2014 regarding Request for Letter of Support for a Water Power Development Plan.

*THAT the Board of Directors forward a letter to the Toquaht Nation supporting the Toquaht Nation's Water Power Development Plan Project.*

**7. CORRESPONDENCE FOR INFORMATION**

- a. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES** **96**  
Private Managed Forest Lands Update
- b. **ISLAND COASTAL ECONOMIC TRUST** **97-98**  
Food Hub Will Help Grow New Business on Texada
- c. **ISLAND TRUST** **99-100**  
Public Consultation re Coastal Ferry Contract for Performance Term 4 (2016-2020)
- d. **MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE**  
Thank you from Minister Stone for Meeting at UBCM regarding **101-102**  
Highway Connecting Port Alberni to Highway 19  
Thank you from Parliamentary Secretary Jordon Sturdy for Meeting this **103-104**  
Past September

*THAT the Board of Directors receives correspondence for information a-d.*

**8. REQUEST FOR DECISIONS & BYLAWS**

- a. **REQUEST FOR DECISION** **105-115**  
2014 to 2018 Financial Plan Amendment Bylaw

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".*

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".*

- b. **REQUEST FOR DECISION** **116**  
Coastal Community Credit Union Lease

*THAT the Board of Directors approve an extension to the Coastal Community Credit Union Lease under the same terms and conditions for a 15 month period ending November 30, 2016.*

- c. **REQUEST FOR DECISION** **117-119**  
Franklin River Road Fire Protection – Temporary Extension of Service Agreement.

*THAT the Board of Directors approve an extension to the Franklin River Road Service Area Fire Protection Agreement with the City of Port Alberni under the same terms and conditions on a month to month basis for a period not exceeding six months and authorize the Chairperson and Chief Administrative Officer to sign the extension agreement.*

- d. **REQUEST FOR DECISION** **120-123**  
Regional District Leak Policy

*THAT the Board of Directors rescind the Bamfield Water System Leak Policy dated October 26, 2011.*

*THAT the Board of Directors rescind the Beaver Creek Improvement District Overage Policy dated June 16, 2003.*

*THAT the Board of Directors adopt the new Leak Policy for the Bamfield and Beaver Creek Water Systems dated November 26, 2014 as presented.*

- e.     **REQUEST FOR DECISION** **124-128**  
         Bylaw E1057, Sproat Lake Marine Patrol Service Area Establishment,  
         2014.

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw E1057, Sproat Lake Marine Patrol Service Area Establishment, 2014.*

- f.     **REQUEST FOR DECISION** **129**  
         Cancellation of the 'Non-Exclusive Licence of Use' for lands surrounding  
         the Alberni Valley Regional Airport.

*THAT the Alberni-Clayoquot Regional District Board of Directors cancel the 'Non - Exclusive Licence of Use' with Greenmax Resources to manage the ACRD private lands surrounding the Alberni Valley Regional Airport' effective December 31, 2014, and approve the compensation payout of \$6600 to Greenmax Resources.*

**9.     PLANNING MATTERS**

**10.    REPORTS**

**10.1   STAFF REPORTS**

- a.     Staff Action Items Report – November 21, 2014 **130-134**
- b.     Meeting Schedule – December 2014 **135**
- c.     Building Inspector's Report – October 2014 **136**
- d.     Financial Statement – October 2014 **137-138**

*THAT the Board of Directors receives the Staff Reports a-d.*

**10.2   COMMITTEE REPORTS**

**10.3   MEMBER REPORTS**

- a.     9-1-1 Corporation – C. Solda
- b.     Vancouver Island Regional Library - P. Cote
- c.     Central West Coast Forest Society – T. Bennett
- d.     Emergency Planning – J. McNabb/P. Cote/M. Kokura/C. Solda
- e.     Alberni Valley Chamber of Commerce – C. Solda



- f. Coastal Community Network – T. Bennett/B. Irving/C. Solda
- g. West Island Woodlands Advisory Group –L. Banton
- h. Island Coastal Economic Trust – C. Solda
- i. Air Quality Council, Port Alberni – J. McNabb
- j. West Coast Aquatic Board – T. Bennett
- k. Association of Vancouver Island & Coastal Communities – C. Solda
- l. Beaver Creek Water Advisory Committee – J. McNabb
- m. Other Reports

*THAT the Board of Directors receives the Member Reports.*

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN CAMERA**

*Motion to close the meeting to discuss matters relating to:*

- i. Labour or other employee relations.*

**15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

**16. ADJOURN**

**Next Board of Directors Meeting: Friday, December 5, 2014, 1:30 PM**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON THURSDAY, NOVEMBER 13, 2014

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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### DIRECTORS

Cindy Solda, Chairperson, City of Port Alberni

### PRESENT:

Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)

Eric Geall, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

Tony Bennett, Electoral Area "C" (Long Beach)

John McNabb, Electoral Area "E" (Beaver Creek)

Lucas Banton, Electoral Area "F" (Cherry Creek)

John Jack, Councillor, Huu-ay-aht First Nation

Jack McLeman, Councillor, City of Port Alberni

Josie Osborne, Mayor, District of Tofino

Bill Irving, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułuꞑiꞑath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

Andy Daniel, Manager of Environmental Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 pm.

**The Chairperson recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.**

### 2. APPROVAL OF AGENDA

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. DECLARATIONS

### 4. ADOPTION OF MINUTES

**a. Board of Directors Meeting – October 22, 2014**

*MOVED: Director Kokura*  
*SECONDED: Director Jack*

*THAT the minutes of the Board of Directors meeting held on October 22, 2014 be adopted.*

**CARRIED**

**b. Beaver Creek Water Advisory Committee Meeting – October 28, 2014**

*MOVED: Director McNabb*  
*SECONDED: Director Bennett*

*THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on October 28, 2014 be adopted.*

**CARRIED**

**c. Bamfield Water Committee Meeting – October 20, 2014**

*MOVED: Director Geall*  
*SECONDED: Director McNabb*

*THAT the minutes of the Bamfield Water Committee meeting held on October 20, 2014 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

- a. Presentation and Recognition - Outgoing Bamfield Fire Chief, Mr. Mark Kelly for 14 Years of Service and Introduction of New Fire Chief for Bamfield, Mr. Eric Clelland.**

The ACRD Board of Directors presented outgoing Bamfield Volunteer Fire Chief, Mark Kelly with a plaque in recognition and appreciation of 14 years of service. Mr. Kelly introduced the new Fire Chief for the Bamfield Volunteer Fire Department, Mr. Eric Clelland.

**6. CORRESPONDENCE FOR ACTION**

**7. CORRESPONDENCE FOR INFORMATION**

- a. NI 9-1-1**  
North Island 9-1-1 Call-Answer Service Successfully Transferred to E-Com
- b. MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT**

- c. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**  
Member Update – Introduction of Changes in Legislation to VI Natural Gas Pipeline Act & Status of Model Operating Agreements  
2015 AVICC Resolutions Notice & Call for Nominations, 2015 Convention Minutes and Call for 2015 Convention Presentation Proposals
- d. **NUU-CHAH-NULTH TRIBAL COUNCIL**  
Open Letter to all Levels of Government to Provide Clear Instruction on Consultation with Nuu-chah-nulth Nations  
Establishment of Regular Communication
- e. **DUNCAN SABINE COLLYER PARTNERS LLP**  
Independence Letter
- f. **THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN**  
Concerns Regarding Smart Meters
- g. **ALBERNI VALLEY REGATTA ASSOCIATION**  
Thank you
- h. **ROLLIN ART CENTRE**  
Rollin Updates
- i. **MINISTRY OF TRANSPORTATION**  
Thank You for Your Input
- j. **BOB KANNGIESSER, 2014 BOARD REMUNERATION REVIEW COMMITTEE**  
Thank you
- k. **LIQUOR CONTROL AND LICENSING BRANCH**  
Stakeholder Engagement and Public Consultation Recommendation

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Board of Directors receive correspondence for information a-k.*

**CARRIED**

## **8. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Bamfield Fire Chief Appointment.**

*MOVED: Director Geall*

*SECONDED: Director Bennett*

*THAT the Alberni-Clayoquot Regional District Board of Directors appoint Eric Clelland as Fire Chief of the Bamfield Volunteer Fire Department for a 3 year term.*

**CARRIED**

- b. **Request for Decision regarding Finance Warrant No. 546.**

*MOVED: Director Cote*  
*SECONDED: Director Bennett*

*THAT the Board of Directors approves Finance Warrant Number 546 in the amount of \$1,017,364.73 dated October 31, 2014.*

**CARRIED**

**c. Request for Decision regarding Renewal of Telus Lease Agreement at Long Beach Airport.**

*MOVED: Director Irving*  
*SECONDED: Director Cote*

*THAT the Alberni-Clayoquot Regional District Board of Directors renew the Telus' lease agreement for the telecommunication service facility located at the Long Beach Airport for a three (3) year term commencing December 1, 2014, for \$752.51 plus tax per year.*

**CARRIED**

**d. Request for Decision regarding License of Occupation Renewal – Faber Road Firehall.**

*MOVED: Director Cote*  
*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors authorize the ACRD Chair and CAO to sign to renew the License of Occupation over a portion of Faber Road land for the purpose of housing the Faber Road Firehall for a period of five (5) years commencing December 1st, 2014 for a fee of \$600.00 per year plus GST.*

**CARRIED**

**e. Request for Decision regarding West Coast Curbside Collection of PPP and Garbage Collection RFP.**

*MOVED: Director McNabb*  
*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the West Coast Curbside Collection of PPP and Garbage Collection contract to Sonbird Refuse and Recycling Ltd. for \$153,788.76 plus GST annually, commencing December 1<sup>st</sup>, 2014 for a four (4) year term or earlier, with an optional one (1) year extension.*

**CARRIED**

**f. Request for Decision regarding Alberni Valley Curbside Collection of PPP and Recycling Depot Operation RFP.**

*MOVED: Director McNabb*

*SECONDED: Director Irving*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the Alberni Valley Curbside Collection of PPP and Recycling Depot Operation contract to SunCoast Waste Services for \$261,543.60 plus GST annually, commencing December 1<sup>st</sup>, 2014 for a four (4) year term or earlier, with an optional one (1) year extension.*

**CARRIED**

**g. Request for Decision regarding Update to Board Action List Woodstove Bylaw.**

*MOVED: Director McNabb*

*SECONDED: Director Geall*

*THAT the Board of Directors receive the CAO's Update regarding a proposed Woodstove Bylaw and direct staff to draft a bylaw for Board review in advance of the bylaw being referred to the Alberni Valley APC's for comment.*

**CARRIED**

**h. Request for Decision regarding Grandview Road Water Upgrades for 6253 Drinkwater Road.**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT the ACRD Board of Directors approve the replacement of 480 m of waterline on Grandview Road connecting through the Vaughn Chase subdivision to Drinkwater Road with the developer completing installation of the works and the Beaver Creek Water System contributing \$179,880 upon completion of the project.*

**CARRIED**

**h. Request for Decision regarding Contractor Safety and Coordination Policy.**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt the ACRD Contractor Safety and Coordination Policy as presented.*

**CARRIED**

## 9. PLANNING MATTERS

- a. **DEVELOPMENT APPROVAL INFORMATION BYLAW**  
Memorandum and Bylaw P1324

*MOVED: Director Geall*  
*SECONDED: Director Banton*

*THAT Bylaw P1324, Development Approval Information Bylaw, be adopted.*

**CARRIED**

- b. **SURVEYED GPS CADASTRAL TIE PROJECT**  
Request for Decision

*MOVED: Director Banton*  
*SECONDED: Director Cote*

*THAT the Board of Directors award the GPS Cadastral Tie Project contract to Focus Surveys (BC) Limited Partnership in the amount of \$19,500.00 plus GST.*

**CARRIED**

- c. **FARMERS' MARKET FOOD COUPON INITIATIVE FOR LOWER INCOME SENIORS**  
Request for Decision

*MOVED: Director Kokura*  
*SECONDED: Director Banton*

*THAT the Board of Directors support the Seniors' Housing and Support Initiative 2015 Age Friendly Community Project grant application.*

**CARRIED**

## 10. REPORTS

### 10.1 STAFF REPORTS

- a. CAO Report – November 6, 2014
- b. Planning & Development Manager Report – November 4, 2014
- c. Financial Manager Report – November 5, 2014
- d. Environmental Services Department Report – November 6, 2014
- e. Staff Action Items Report – November 7, 2014
- f. Cherry Creek Water Infrastructure Assessment Grant
- g. License of Use Renewal Somass Estuary Leachate Line

*MOVED: Director Bennett*  
*SECONDED: Director Cootes*

*THAT the Board of Directors receives the Staff Reports a-g.*

**CARRIED**

## **10.2 COMMITTEE REPORTS**

### **a. Reconciliation Committee Meeting – Thursday, November 13, 2014** Verbal Report – C. Solda

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the ACRD Board of Directors forward a letter to the Association of Vancouver Island Coastal Communities recommending a session on reconciliation be conducted in conjunction with the 2015 AVICC Convention.*

**CARRIED**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the ACRD Board of Directors approve the continuation of the ACRD Reconciliation Committee in 2015.*

**CARRIED**

## **10.3 OTHER REPORTS**

### **a. Central West Coast Forest Society – T. Bennett**

- October 2014 Update Report
- Financial Statements – Year Ended March 31, 2014

*MOVED: Director Bennett*

*SECONDED: Director Jack*

*THAT the Board of Directors receives the Central West Coast Forest Society reports.*

**CARRIED**

Director Irving reported on the Long Beach Airport Advisory Committee meeting held on October 9<sup>th</sup>. The Committee recommends changing the name of the airport back to the Tofino-Ucluelet Airport.

*MOVED: Director Bennett*

*SECONDED: Director Cootes*

*THAT this verbal report be received.*

**CARRIED**



**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Cootes*  
*SECONDED: Director McNabb*

*THAT the meeting be closed to the public to discuss matters relating to:*  
*i. Labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 2:28 pm.

The meeting was re-opened to the public at 2:52 pm.

**15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA**

**16. ADJOURN**

*MOVED: Director Kokura*  
*SECONDED: Director Cote*

*THAT this meeting be adjourned at 2:59 pm.*

**CARRIED**

Certified Correct:

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Cindy N. Solda,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



## PORT ALBERNI RCMP DETACHMENT MONTHLY REPORT



This report represents the policing activities undertaken by the Port Alberni RCMP Detachment during October 2014. I have included an update on policing activities thus far in 2014 and a comparator to previous years.

The following represents some of the calls for services received, investigations undertaken and activities of the RCMP during the month.

- Officers received and responded to 1003 calls for service during the month of October.
- October saw an increase of thefts primarily within the City of Port Alberni.
- A robbery occurred at a business within the City of Port Alberni. This file is still under investigation.
- For the month of October particular attention was made towards drugs and controlled substances. This increased focus resulted in an increase in drug charges and seizures, 34 instances.
- October showed a minor reduction in Provincial Traffic offences but a steady rate of Criminal Code offences. Fourteen individuals had their driving privileges suspended due to driving under the influence of alcohol and drugs.
- Youth and youth related issues are a policing priority for the Detachment. During the course of the month the Port Alberni youth officer and Detachment members have continued work focusing on youth. These include: DARE, School visitations, risk management and risk assessments.
- Halloween 2014 was fairly uneventful. Calls for service were below what had been anticipated and all were of a minor nature. Assistance in ensuring a safe night was provided by volunteers with various RCMP programs and community groups. An excellent example of the community working together.
- The Victim Services Unit assisted 39 new clients in October
- The Port Alberni Aboriginal Policing Section partnered with the Port Alberni Victim Services Unit and made a presentation on violence within relationships.

Port Alberni RCMP's 2014/15 Annual Performance Plan focuses on the following:

- **Crime Reduction:** Reduce the incidents of criminal activity by focussing on offenders.
- **Substance abuse** (alcohol and drugs): Reduce the impact of substance abuse in the community.
- **Youth:** Reduce youth involvement as offenders and victims.
- **Visibility/engagement:** The RCMP will be active within the community.
- **Traffic:** Detection and removal of impaired drivers

Insp Mac Richards  
OIC Port Alberni Detachment

## Detailed Crime - 2014 Year Review

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Assault	43	50	61	53	43	52	49	66	43	35			495
Relationship Violence	9	9	12	17	16	7	9	12	13	11			115
Thefts	90	65	75	75	68	73	85	93	72	91			787
Break and enter	27	26	24	21	17	13	21	19	20	18			206
Mischief	32	35	42	90	54	59	48	52	33	46			491
Drugs	31	21	29	28	19	19	31	23	21	36			258
Provincial Traffic	62	82	84	81	101	90	118	113	91	79			901
Criminal Code Traffic	16	20	16	16	21	30	37	31	26	22			235
Motor Vehicle Inciden	26	40	22	22	35	27	33	41	31	30			307
Calls for Service	906	860	946	964	987	1045	1139	1140	1032	1003			10022

## 6 Year Comparison

	2008	2009	2010	2011	2012	2013	2014	2015	Total
Assault	766	728	628	616	622	512			3872
Relationship Violence	222	175	158	112	140	87			894
Thefts	1508	1288	1159	1077	1124	961			7117
Break and enter	450	325	298	359	251	287			1970
Mischief	738	679	538	555	582	583			3675
Drugs	445	323	257	372	329	331			2057
Provincial Traffic	1212	1199	1211	1150	1042	1112			6926
Criminal Code Traffic	373	359	398	374	354	294			2152
Motor Vehicle Incidents	518	484	406	364	389	360			2521
Calls for Service	14340	12848	12077	12429	11790	11591			75075

### 2008 – 2013 Average

Assault	645
Relationship Violence	149
Thefts	1186
Break and enter	328
Mischief	612
Drugs	342
Provincial Traffic	1154
Criminal Code Traffic	358
Motor Vehicle Incidents	420
Calls for Service	12512

*How do we get from here to there?*

**Report on accessible and affordable  
transportation study in the Alberni Clayoquot  
Regional District**

**Final Report  
June 19<sup>th</sup>, 2014**



Photo source: Tourism Tofino

Prepared by:



Submitted to:

Russell Dyson – CAO, Alberni Clayoquot Regional District  
Tanis Dagert, Coordinator, Alberni Clayoquot Health Network  
Adriane Schroeder, Community Developer, Island Health

## Executive Summary

*How do we get from here to there?* is a study on accessible and affordable transportation in the Alberni Clayoquot Regional District. The project, completed between October 2013 and April 2014, was directed by the Alberni Clayoquot Health Network, Alberni Clayoquot Regional District, and Island Health, with research carried out by The Sociable Scientists Inc. with support from Vancouver Island University. The need for a comprehensive exploration of documentation, stakeholder input, and resident feedback on the topic of accessible and affordable transportation in the region, was identified through a number of leader roundtable and community discussions since 2011.

A geographically diverse region covering 6,658 square kilometres on the West Coast of Vancouver Island, Alberni Clayoquot is home to approximately 31,000 people. 25,000 of those people live in the Alberni Valley, while the other 6,000 are scattered in remote and rural villages and towns across the rugged coast and up and down the Alberni Inlet. The communities within the region are named Ahousaht, Bamfield, Dididaht, Hesquiaht, Hupacasath, Huu-ay-aht, Port Alberni, Tla-o-qui-aht, Tofino, Toquaht, Tseshah, Uchucklesaht, and Ucluelet. Access to these communities varies from provincial highway to private boat travel across open and protected ocean to private roadways to air travel. Highway 4 is the only public transportation corridor connecting Tofino and Ucluelet to the Alberni Valley and through to the East Coast of Vancouver Island. Accessible and affordable transportation connections within the region present significant challenges and opportunities for community leaders, hence the need for this study.

The key questions asked in *how do we get from here to there?* were:

1. How accessible and affordable is the existing transportation network in the ACRD for residents to fully participate in society (i.e. employment, education, health services, leisure opportunities)?
2. What gaps are evident in the accessibility and affordability of transportation in the region?
3. What are the opportunities for collaboration among stakeholders in the ACRD that will enhance the transportation system in the region?

A thorough literature review framed the concepts of accessibility and affordability in relation to transportation, thus informing the methodology for exploring the topic with stakeholders and residents across the region. Existing options within the Alberni Clayoquot Region, initiatives and best practices for transportation solutions around the province of BC, licensing requirements, and health perspectives were all considered in the formation of questions out to the community.

Thirty-one semi-structured, in-depth interviews with stakeholders representing First Nations, elected officials, health practitioners, service providers, and community leaders were conducted. Residents were invited to provide input through a social media campaign, and four separate community engagement sessions across the region. An additional opportunity for roundtable discussion with regional leaders presented itself in the form of a community-to-community (C2C) forum in late March.

Four main themes emerged from the data collected through the interviews, social media campaign, community engagement sessions, and the C2C forum:

- The first is that there is ***lack of a coordinated approach*** to not only transportation networks within the region, but also for sharing schedules and information about options and methods for travel;
- The second is that ***transportation is inherently tied to mental and physical health and regional prosperity***;
- The third theme is that ***time is as much a factor as money when it comes to affordability***. Many people in the region cannot travel to and from an appointment in one day;
- The fourth theme that emerged is stakeholders and community members are ***eager for solutions***.

With respect to the four emergent themes, a list of recommendations was developed addressing the gaps and opportunities for accessible and affordable transportation in the Alberni Clayoquot Regional District. With the exception of the first recommendation, the following are presented in no particular order:

- Form a transportation working group;
- Improve travel coordination through a central website and enhance awareness of transportation options;
- Purchase wheelchair accessible van to complement existing Wheels for Wellness program;
- Research transfer from private to provincial ownership of roads into communities;
- Recognize marine corridors as highways;
- Coordinate medical professional visits to remote communities and enhance in-community services;
- Develop regular transportation along the Ucluelet-Tofino corridor;
- Identify routes for enhancement within the Alberni Valley;
- Enhance broadband systems to all populations in the region;
- Provide a community shuttle bus;
- Enhance awareness of transportation options;
- Support and create health and social hubs within communities;
- Enhance active transportation corridors and options; and
- Encourage greater public engagement.

Leaders and citizens within the Alberni Clayoquot Regional District have demonstrated resiliency and a willingness to collaborate on a diversity of initiatives to date. Strategies to address accessible and affordable transportation in the region require ongoing and evolving discussions, partnerships, and resources. As the region positions itself for dynamic and sustainable development across a variety of sectors and interests, accessible and affordable transportation will enable the residents of this region to fully participate in society, and therefore lead to a strengthened region as a whole.

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## Introduction

Alberni Clayoquot Regional District (ACRD) is a geographically diverse area covering 6,658 square kilometers from the West Coast of Vancouver Island to the Alberni Valley. Smaller islands and some coastal communities within Clayoquot and Barkley Sounds are accessible by water or air only. The region's 31,000 people represent the communities of Ahousaht, Bamfield, Dididaht, Hesquiaht, Hupacasath, Huu-ay-aht, Port Alberni, Tla-o-qui-aht, Tofino, Toquaht, Tseshah, Uchucklesaht, and Ucluelet.



Source: [www.acrd.bc.ca](http://www.acrd.bc.ca)

Accessible and affordable transportation within the ACRD has been identified as a challenge from numerous stakeholders across the region. The Alberni Clayoquot Regional District, Island Health (formerly Vancouver Island Health Authority) and the Alberni Clayoquot Health Network have come together to examine the current transportation landscape – resident experiences, available resources, individual and community needs – and to support strategies and solutions that are multidisciplinary and suitable to the diversity of the region.

The purpose of this report is to document the process and results of an accessible and affordable transportation study in the Alberni Clayoquot Regional District between October 2013 and April 2014. The study, entitled *How do we get from here to there?* was created based on a need for a comprehensive transportation analysis of the region. In July 2013, a preliminary transportation consultation report was published, which indicated that ‘the need for more affordable and accessible transportation options is a significant issue for the communities of the Clayoquot and Barkley Sound



region' (Schroeder, 2013). Based on data compiled from West Coast communities' roundtable discussions during 2011 at the Coastal Family Resource Coalition and 2013 Coming Together Forums, and a 2013 meeting with the Coastal Family Resource Coalition and the ACHN, the following key findings identify community needs for affordable and accessible transportation:

- Fundamental concern for improving transportation to better access basic services and activities;
- Need to improve access to health care services;
- Decentralized transportation solutions to ease the financial costs to social and health service budgets;
- Dependency on private transportation providers;
- Limited or no access to publicly subsidized transportation options.

Basic services and activities are identified as:

- Social (recreation, healthy food, education, child development);
- Medical (non-emergency travel outside the ACRD);
- Community connectivity (equitable services, safe and appropriate transportation).

The challenge of addressing accessible and affordable transportation requires an awareness, recognition, and understanding of the diversity of the people, landscapes, and amenities within the region. The social and political landscapes within the ACRD are complex and continually evolving. As examples, the Huu-ay-aht and Toquaht Nations are both in their third year of treaty implementation; the Tla-o-qui-aht are developing as a nation; the Districts of Tofino and Ucluelet are both provincially-designated resort municipalities; and one of Canada's most iconic National Parks, Pacific Rim National Park lies between the towns of Ucluelet and Tofino. Highway 4 provides the only paved access into and out of the Alberni Valley, Tofino, Ucluelet, and Pacific Rim National Park. Efforts are underway to open up a second artery into the Alberni Valley, while other remote villages and towns in the region are looking for safe and consistent boat access, publicly funded roads, and greater connectivity to the larger world through the Internet.

As the largest centre in the region, the Alberni Valley is home to 25,000 of the 31,000 area residents. Within the city limits of Port Alberni, residents have access to BC Transit and HandyDart services; the larger valley has limited public transit service options. Outside of the Alberni Valley, the transportation networks that service the residents of these rural communities are comprised of private providers of water-taxis, float planes, and bus systems; private logging roads; provincial/public roads; and informal, loosely organized community volunteer drivers. Connectivity between these networks is largely uncoordinated leading to inaccessible and unaffordable transportation to varying degrees across the ACRD. The challenge in providing accessible and affordable transportation is also felt by other rural BC communities. In the *Summary of Input on the Conversation on Health, British Columbia Ministry of Health 2007 - Rural Health Care*, discrepancies between rural and urban access to health were noted. The report also highlighted that across the province, some BC residents felt that rural residents should shoulder more cost for

access because they choose to live rurally but not to an extreme cost, while others felt that access should be universal.

But within this complex and diverse area on the West Coast of Vancouver Island, there is an appetite for collaboration and action. Leaders and residents from across the region speak to the strength and resiliency of their people, and relationship building drives dialogue and strategies forward. The Alberni Clayoquot Regional District Board of Directors has representation from three First Nations (Uchucklesaht Tribe, Huu-ay-aht FN, and Ucluelet FN) and is actively engaged in conversations to have more First Nations representation at the table. The Alberni Clayoquot Health Network (ACHN) is an example of another region-wide organization with a multicultural and cross disciplinary team – their aim is to improve the health and well being of residents and focuses on social determinants of health. As part of the ACHN’s Strategic Objectives, it has committed to facilitating and resourcing a community dialogue on transportation needs across the region.

*How do we get from here to there?* was designed to explore the topic of accessible and affordable transportation from a healthy equity lens. The ACRD, Island Health and ACHN sought to encourage dialogue between stakeholders from a variety of sectors within the region; create partnerships throughout their communities; and leverage resources to provide well-researched and holistic strategies for the long-term sustainability of the entire region and its people. This project required engagement from all communities to ensure unique needs were represented and appropriate solutions could be identified, enhanced and developed.

The key questions addressed in this study include:

1. How accessible and affordable is the existing transportation network in the ACRD for residents to fully participate in society (i.e. employment, education, health services, leisure opportunities)?
2. What gaps are evident in the accessibility and affordability of transportation in the region?
3. What are the opportunities for collaboration among stakeholders in the ACRD that will enhance the transportation system in the region?

## Literature Review

With the above questions guiding the research, a thorough review of published studies and relevant literature was completed at the beginning of this process. As the project evolved, so too did the availability of complementary studies in the region and the province. While every effort was made to include a review of all current reports, the timeliness of publishing means that the most recent reports may only be included as a link and the reader is recommended to access the newest information available.

Comparing strategies and solutions for accessible transportation can be examined as: services closer to residents (community-based health facilities, locums); residents closer to services (seniors and affordable family housing near health facilities); increased transportation (transit, rideshare, shuttles), and mobility barriers (wheelchair accessible). This research utilized a four-directional model of top-down, bottom-up, outside-in, and inside-out (Sustainable Cities, 2013) to look for collaborative strategies and solutions that helped answer the question of: *How do we get from here to there?* Each of the topics below is presented to give the reader more context into accessible and affordable transportation both within the ACRD and in a broader framework.

## Accessibility

By definition, accessibility is the ability to reach desired goods, services, activities, and destinations. Accessibility can be measured in terms of costs such as time, money, discomfort, and/or risk. It is difficult to determine levels of accessibility due to the number of variables that directly and indirectly influence costs to different user groups. For the purpose of this project, accessibility was studied alongside the concept of affordability as it relates to transportation services within the Alberni Clayoquot Regional District (ACRD). The level of accessibility of transportation options is best measured by the user and while this may seem obvious to some planners and developers, this is not always the case. An example in which the user was explicitly linked to the concept of accessible transportation is a transit connectivity study conducted for the San Francisco Bay area, which stated that accessibility needs to be defined and measured by the user (Wilbur Smith Associates, 2006). This study, *How do we get from here to there?* was designed to examine accessibility from the user's perspective.

## Affordable

Transportation affordability is defined as the ability to purchase access to basic goods and services. Generally, if less than 20% of household income is budgeted for transportation, it is defined as affordable. Automobile dependency tends to increase transportation costs and lower transportation affordability; transportation expenditures are highest for as a portion for low-income families, therefore burden of auto dependency is highest for low-income earners (Victoria Transport Policy Institute, 2012). The following perspective illustrates the above points:

#### Transportation Affordability

**By Todd Litman**

It is simple human nature that people are most concerned with the problems they personally face, problems they fear, and problems they hear about from family members and friends, than they are concerned about more distant problems.

Transportation decision-makers tend to be most concerned about the problems facing motorists, and less concerned about problems facing non-drivers. After all, transportation professionals and public officials are mostly physically able, middle-class professionals with demanding jobs and active lifestyles. With few exceptions, they, their colleagues and friends are the type of people who rely heavily on automobile travel and seldom face serious financial constraints, such as being forced to choose between paying transportation expenses and essentials such as utilities or food.

As a result, transportation decisions-makers tend to assume that *transportation affordability* means keeping the cost of driving low. They are less likely to value cost savings opportunities that depend on reduced driving

Within the ACRD, affordability of transportation, much like accessibility, is best studied from the user's perspective.

### Transportation

A number of studies in the ACRD within the past 10 years have touched on elements of transportation and/or transportation has emerged as a theme from participant responses. Social, environmental, and economic studies surrounding healthy communities, aging, and homelessness provide insight into the far-reaching effects of transportation options in the region.

According to Island Health, West Coast communities are concerned about transportation, and residents have seen an increase in traffic as a result of the growing popularity of the West Coast as a tourism destination (VIHA Strategic Plan, 2008). Beyond that, there is limited and fragmented about regional transportation in the Alberni Clayoquot Regional District. For example, due to low numbers of residents in the ACRD, Vancouver Island West communities were included with Campbell River in the Canadian Institute for Health Information in Local Health Areas Profiles Interpretation Guide, Planning and Community Engagement published by VIHA in 2011. Similarly, transportation was not mentioned in VIHA's 2008 *Live, Work, and Play, Environmental Determinants of Health*, yet 16% of community members identified transportation as a regional barrier (recreation services were 20% and health and social services were 22%), (Central West Coast Region Community Plan 2011). In another regional study, 25% of youth and children surveyed say they missed out on a club, sport, or other activity because of lack of transportation (p 10, Clayoquot Sound Biosphere Reserve Region Vital Signs, 2012).

A 2012 report on homelessness on the West Coast outlined lack of transportation and access to services and resources as gaps and/or barriers for homeless people's health and well being (Wong, 2012). Homeless Outreach is providing transport to and from the Food Bank in Tofino and transporting clients to and from social service agencies.

In a recent study on the age-friendliness of Tofino, the need for access to transportation information for seniors, the provision of transportation services for seniors to events within the community, and the adoption of a 'give a lift'

program that provides affordable transportation to appointments outside the community were identified, (Newman, 2013). Residents of the West Coast indicated that a medical priority of the region is to decrease the number of out of town appointments for community members (indicator), with no other mention of increasing transportation accessibility outside of the community (Central West Coast Region Community Plan, 2011); services within communities was cited multiple times from that community consultation. Also in the *Central West Coast Region Community Plan*, transportation was identified more often by service providers than by participants in community consultation as a regional barrier or constraint (2011), which points to a need for further exploration of what opportunities services providers see for the region.

Regional planning is central to integrated sustainable transportation policies; without it elderly people who no longer drive, people who cannot afford a private vehicle (or choose not to have one), and youth are often placed at a disadvantage (Smart Growth BC, 2013). The 2012 Policy Statement of the BC Medical Association takes the position that: “the provincial government must provide accessible and affordable transportation options for patients in rural areas seeking medical services, when such medical services are unavailable locally, regardless of the community’s location or population size.” And that “The Provincial Government must subsidize rural patients’ travel costs to and from urban centres for emergent and non-emergency medical services. In the same year at the 2012 Union of British Columbia Municipalities (UBCM) Convention, a request, endorsed by The Association of Kootenay and Boundary Local Governments, was made to the Province of BC for a Provincial Development of Rural Transportation Strategy. The Provincial response to the resolution was “local issues relating to public transit and taxis are better addressed by local governments and service providers” (Provincial Response to the Resolutions of the 2012 Union of British Columbia Municipalities Convention, Ministry of Community, Sport and Cultural Development, p. 145, 2013).

### **Existing transportation programs in the ACRD**

An Internet search of local transportation services within the ACRD revealed that the only public service is provided by BC Transit and that the service is available only within the Alberni Valley. A number of private transportation options service communities within the ACRD and travelling into or out of the region. Tofino Bus, which operates year round, offers return service to Tofino and Ucluelet to Port Alberni, Parksville, Nanaimo and Victoria as well as seasonal bus service between Tofino and Ucluelet (check website for current schedules: [www.tofinobus.com](http://www.tofinobus.com)); West Coast Trail Express offers summer seasonal bus service from Victoria and Nanaimo to Bamfield ([www.trailbus.com](http://www.trailbus.com)); Lady Rose Marine Services provides year round service on the Alberni Inlet between Port Alberni and Bamfield ([www.ladyrosemarine.com](http://www.ladyrosemarine.com)); Orca Air ([www.flyorcaair.com](http://www.flyorcaair.com)), Atleo Air ([atleoair.com](http://atleoair.com)) and Tofino Air ([www.tofinoair.ca](http://www.tofinoair.ca)) all offer scheduled and charter flight service within the region; and at least ten different water taxis companies are operating in the various waterways on the West Coast.

## BC Transit

Within the Alberni Valley, handyDART (for persons with a disability who require assistance), Paratransit and BC Transit (labeled as 'Port Alberni/Clayoquot Transit System') provide transportation services; Alberni-Clayoquot and Port Alberni are each labeled as served by BC Transit in 'The Provincial Transit Plan' published by the Province of BC in 2008, however rural and remote regions of the ACRD do not have access to either of these services.

As outlined in BC Transit's corporate website, The *British Columbia Transit Act* and the *British Columbia Transit Regulation* sets out the regulations and formula for sharing costs of transit between BC Transit and the Municipal authority. The Provincial Government provides BC Transit's share of transit system funding. BC Transit funds 46.69% of conventional transit systems and 66.69% of custom systems. A system that is a combination of custom and conventional service (Paratransit) will have a cost sharing percentage that reflects the level of each type of service. The cost of the system to the local government is made up of revenue from fares and local property taxes. Revenue collected from the transit system (fares, advertising, etc.) reduces the local property tax share of costs. Because the proportion of total expenditures paid for by fares varies significantly from system to system, the percentage of expenditures paid from local property taxes also varies by system. Also according to BC Transit's website: Municipalities that vigorously support transit through changes in land use development policies, parking policies, or Transportation Demand Management policies are the systems that receive the greatest support for future expansion (BC Transit, Regional Transit, 2014)

A review of the Port Alberni/Clayoquot Transit system was published in April 2012 with discussions of a possible system expansion that included service to Tseshaht Market. The service review was a review of the existing systems and consideration of possible modifications rather than expansion to the broader region. A formal cost sharing agreement between the Tseshaht First Nation and the City of Port Alberni need to develop a cost sharing agreement to expand the service, then BC Transit would approach the provincial government with a funding request. To date, BC Transit has not received the necessary documents to proceed with this initiative and is not engaged in any discussions regarding expansion of service to include Area D (Sproat Lake). The City of Port Alberni funds the conventional transit service within its boundaries; the ACRD funds handyDART to the rural areas of the Alberni Valley only. Currently, transit service within the regional district is limited to the Alberni Valley only.

## Wheels for Wellness

Wheels for Wellness Society is a transportation service with volunteers who will drive people on Vancouver Island to non-emergency medical appointments that are more than 60kms away from their home (therefore excluding travel between Port Alberni and Parksville, which is home to Oceanside Health Centre). This service does not operate within the regional district outside the Alberni Valley and requires special authorization from their Executive Director for pick-ups in Tofino, Ucluelet, and Bamfield. If patients from outside of the Alberni Valley can get to Port Alberni, a pickup for travel beyond 60km can be accommodated.



## Non-insured Health Benefit Program – First Nations and Inuit Health

- Covers medical transportation benefits for registered Indians according to the Indian Act, or an infant up to one year old of an eligible parent, and currently registered or eligible for registration in a provincial health insurance plan
- Conditional on:
  - Having used up all other transportation benefits from federal, provincial, and private programs
  - Must be pre-approved by Health Canada’s regional office
  - Services not available in community
  - Travel to nearest facility
  - Most economical and efficient transportation used
  - Coordinated travel to maximize cost-effectiveness
  - Covers ground, water, and air travel, accommodations and meals
  - Community-level patient travel must be accessed in the resident’s own community

The Nuu-chah-nult Tribal Council (NTC) is one of many organizations that promotes not only transportation access to services outside of one’s own community, but the delivery of culturally sensitive and appropriate health services for FN people and capacity building within rural and remote communities (National Collaborating Centre for Aboriginal Health, 2011). Individual wellness plans (templates) are available for download on NTC



website. The Tripartite First Nations Health Plan signed in 2007 as a 10-year agreement between BC First Nations Leadership Council, Government of Canada and Government of BC to support “the development of local health plans for all BC First Nations and recognizes the fundamental importance of community solutions and approaches” (p 2, 2007). These health plans require accessible and affordable transportation to health services. With a high percentage of ACRD residents identifying as First Nations (16.9% as compared to 5.4% in the rest of BC), holistic approaches are being integrated to rural health planning. A growing appreciation and awareness of the Nuuchahnulth tradition and culture teaches that everything is one and all is interconnected.

### **Existing programs not in the ACRD**

Various programs exist throughout the province that can serve as complementary to existing services or as models for potential development in the ACRD. The services listed are for informational purposes only; recommendations are discussed in detail later in the report.

#### **Volunteer Transportation Network**

The Volunteer Transportation Network (VTN) operates within the Mount Waddington Regional District of Vancouver Island for residents of the North Island who require transportation to health and social service appointments. Originally created in 2007 in response to a study by the Mount Waddington Regional health network on social determinants of health, the VTN was started by volunteers and a one-time grant. Since 2008, Mount Waddington Regional District has been providing \$15,000 per year to the VTN and the Mount Waddington Health Network supports the initiative through recruitment of volunteer drivers and matching patient needs with service. VTN receives no funding from BC Transit; donations by users of the VTN are negligible so while the program is not cost effective compared to regular transit, it is more cost effective than Paratransit for this region and provides a better service for the region. The North Island Community Services Society has been running the program for the past three years.

#### **Travel Assistance Program (TAP)**

The Travel Assistance Program is a corporate partnership between Ministry of Health (BC) and private transportation carriers that is available for BC residents with MSP (Medical Services Plan) coverage. A referral by a medical professional for services outside of one’s community is needed and travel services cannot already be covered by insurance. Currently, there are no private transportation carriers in the ACRD.



## Northern Health Connections



Source: [www.northernhealth.ca](http://www.northernhealth.ca)

Northern Health Connections is a low-cost, publicly subsidized non-emergency medical transportation service for Northern BC residents who need to travel out-of-town (as far as Vancouver) for medical appointments. Once a patient is given a referral for out-of-town services and makes an appointment for medical services, he or she can check the bus schedule and book a space on the bus. The service can also be used to return home after being transported by ground or air ambulance. The buses are customized to provide patient comfort (wheelchair accessible, toilets onboard) and are operated under contract to Northern Health by Diversified Transportation Ltd of BC.

([www.northernhealth.ca/YourHealth/NHConnections\(medicaltravelservice\).aspx](http://www.northernhealth.ca/YourHealth/NHConnections(medicaltravelservice).aspx))

### Licensing

In any discussion of accessible and affordable transportation, it is necessary to consult provincial and federal licensing requirements. Commercial ground transportation, which is regulated by The Passenger Transportation Branch through the Ministry of Transportation and Infrastructure, requires careful and thorough understanding of the definitions and operation of commercial passenger transportation. *Connector buses* can transport passengers between a base and a port (air or ferry); this is different from an *intercity bus*, a *passenger-directed vehicle*, and a *passenger transportation pool vehicle* (Passenger Transportation Act, 2004). This act sets out specific guidelines for the development of transportation initiatives, whether they are non-profit or private.

The Passenger Transportation Board makes decisions related to passenger directed vehicles in BC; the registrar and staff of the Passenger Transportation Branch are responsible for information and services related to special licenses and compliance and enforcement of the sector ([www.th.gov.bc.ca/rpt](http://www.th.gov.bc.ca/rpt)).

## **Health**

Accessible and affordable transportation is intricately tied to access to health and social services. Combining transportation and health services planning can increase integration of health service delivery, and increase technologic capabilities of remote services delivery and support, leading to decreased relevance of distance (VIHA Rural Health Services Framework, 2013). The Alberni Clayoquot Health Network recognizes that health is impacted by economic and social conditions such as ...access to transportation, and that the ACRD has lower overall health than VIHA as a whole (ACHN Strategic Plan, 2012). Access to healthcare is cited as a chronic problem for rural communities across the world (Safaei, 2011), and those living in rural areas have poorer health than those who live in urban areas (ACHN Strategic Plan, 2012, quoting VIHA Local Area Health Profile Guide 2011). Transportation systems significantly impact physical and psychological well being (Public Health Agency of Canada, 2013).

As an organization representing a largely rural population, the Alberni Clayoquot Health Network seeks solutions by involving a variety of sectors that have an impact on determinants of health. One of the goals of the ACHN is to ensure affordable and accessible regional transportation, and they are working towards that goal by:

- Participating in discussions/actions that will result in a feasibility study regarding public transportation options for the region;
- Conducting community engagement activities related to the issue including a community forum/key stakeholders gathering;
- Promoting the development of active transportation initiatives in the region

## **Literature conclusions**

Accessibility and affordability of transportation services in the Alberni Clayoquot Regional District needs to be studied from the perspective of the user. And while there are pockets of information about user accessibility and affordability, until now, there was limited understanding of how rural and remote residents in the ACRD experience transportation for health and social services. Accessibility is the ability to reach desired goods, services, activities, and destinations. Affordability studies within the field of transportation have traditionally been focused on private vehicle usage and/or people with access to public transportation. Providers and users in rural and remote regions of the ACRD, require a regional, integrated approach to accessible and affordable transportation solutions. These solutions need to be tied in to existing transportation options in the Alberni Valley and hub communities within the region to enhance and sustain the services already being provided.

Access to information regarding transportation options will need to be developed in a way that is useful to the people who need it most. Many regions across Canada have developed collaborative tools to help rural residents sustain a healthier quality of life, and the ACRD has an opportunity to borrow from those ideas to create an innovative, West Coast solution to this complex issue. The uniqueness of the region and its transportation networks requires cooperation from the public, private and non-profit sectors to ensure all residents of the ACRD have access to the services they need for optimum health.

## Methods

*“the voices of citizens are being recognized as increasingly important in decision-making and design processes. Participation has increased the pool of ideas, which in turn has increased the probability of finding transformative ideas. In this new context, it is no longer only up to those regarded as the ‘experts’ to prescribe the future”,*

(MaRS, 2014).

It was recognized early on by all research partners that residents, as well as known community leaders, could provide valuable insight into transportation challenges and potential strategies for improving the accessibility and affordability of transportation in the region. To that end, key stakeholders and community members were asked for input in the form of in-depth, semi-structured interviews and four community engagement sessions hosted across the region respectively between November 2013 and March 2014. A press release was issued for the community engagement sessions scheduled for February (see Appendix A) to encourage resident input (a similar release was published in Port Alberni for the session in March). For the duration of the project, a dedicated email address (heretothere@acrd.bc.a) was created and monitored to provide additional access for residents. A social media campaign was also launched concurrently in an effort to connect with young adults and to promote the Alberni Clayoquot Health Network via Facebook and Twitter.

Continued communication with stakeholders throughout the data collection period was used to promote input and participation at all stages. The ACHN and the ACRD demonstrated a commitment to full engagement with residents and stakeholders by utilizing a variety of data collection and interaction methods.

## Interviews

Between November 28th, 2013 and February 3rd, 2014, thirty-one, semi-structured, in-depth interviews were conducted with key stakeholders across the region. An iterative process involving the entire research team generated a list of individuals to be interviewed. Sixty potential interviewees were contacted via email and/or phone with an invitation to participate in this study. The thirty-one interview participants represented public, private, and not-for-profit organizations; First Nations leaders; health care professionals; transportation providers; and staff and elected officials from municipal, regional, and provincial offices.

The interview questions were developed through discussions with representatives from the ACRD, Island Health, Vancouver Island University, and The Sociable Scientists, and knowledge gained from the review of literature (Phase 1). All interviews were completed by Laurel Sliskovic from The Sociable Scientists, which lead to continuity and consistency within this phase of the project. Each interviewee was provided with a copy of the literature review in advance of the interview to allow him/her the opportunity to get more familiar with the background research for this study. Interview questions can be found in Appendices B & C and a list of participants can be found in Appendix D.

## Social Media Campaign

A social media campaign for this study ran for the month of February on the Alberni Clayoquot Health Network Facebook page asking similar questions to what was being asked during the interviews and at the community engagement sessions. At launch time for the campaign, the cover photo and banner on the ACHN Facebook page was changed from the regular ACHN photo to an aerial photo of the region – this photo and banner remained for the month, then was changed back to the original ACHN photo and banner to indicate the campaign had concluded. A list of organizations with potential interest in accessible and affordable transportation in the region was created, and these organizations were contacted via email or through their own Facebook pages with an invitation to ‘like’ the ACHN Facebook page and to share the posts throughout the campaign. A key strategy in the social media campaign was to increase the awareness of the ACHN as a resource for the entire region in its aim to promote the health and well being of residents. The following excerpt is taken from an email sent to interviewed stakeholders:

*“The social media campaign will be run for the month of February on the Alberni Clayoquot Health Network Facebook page (<https://www.facebook.com/AlberniClayoquotHealthNetwork>) so if you or your organization has a Facebook page, please ‘like’ the page and encourage others to do so too. We are also setting up a Twitter account and an email address to encourage participation beyond Facebook. A press release with all of the details will be issued before the end of the month in local newspapers, the Facebook page, Twitter, and LinkedIn networks.”*

The schedule and questions posted on the ACHN Facebook page can be found in Appendix E.

## Community Engagement

Four separate community engagement sessions were hosted within the region in early 2014: in Bamfield on February 17<sup>th</sup>; in Ucluelet on February 26<sup>th</sup>; in Tofino on February 27<sup>th</sup>, and in Port Alberni on March 26<sup>th</sup>. Russell Dyson, CAO for the ACRD, Tanis Dagert from the ACHN, and Laurel Sliskovic and Dani Burrows from The Sociable Scientists traveled to Bamfield; Adriane Schroeder, Community Developer with Island Health traveled with the team to Ucluelet, Tofino, and Port Alberni (Russell Dyson was unable to attend those three). Each of the four sessions was hosted at a public facility: in Bamfield at Bamfield Community School; in Ucluelet at Ucluelet Community Centre (The Hub); in Tofino at District of Tofino Council Chambers; and in Port Alberni at Echo Field House. Interviewed stakeholders were emailed a pdf copy of the information poster (see Appendix F – Community engagement poster – Bamfield as an example) for their respective communities to share and distribute amongst community members; Tweets were sent out promoting each of the sessions, and a number of Facebook posts went out to inform and remind residents of the sessions.

Each session followed a similar format with four stations set up around the room and one person from the project team assigned to each station. Guiding the process was helping to answer the three main study questions:

1. How accessible and affordable is the existing transportation network in the ACRD for residents to fully participate in society (i.e. employment, education, health services, leisure opportunities)?
2. What gaps are evident in the accessibility and affordability of transportation in the region?
3. What are the opportunities for collaboration among stakeholders in the ACRD that will enhance the transportation system in the region?

The four station topics were challenges, strategies and solutions, mapping, and general feedback including a community inventory worksheet provided by BC Transit. For the challenges and strategies and solutions, topic facilitator encouraged each person to record his or her own thoughts and opinions on a flip chart or was offered the option of the facilitator recording while the participant spoke. Facilitators were directed to encourage dialogue, keep participants focused on the broader topic of accessible and affordable transportation, to offer information regarding the ACHN as a resource, and to not promise any specific resolution or action beyond his or her own capabilities. At the challenges station, participants were asked to finish the sentences: *unaffordable transportation is...* and *inaccessible transportation is...* Contributors to strategies and solutions were asked: *solutions to transportation challenges are...*

The mapping station included two 3' x 5' localized maps – one focused on the specific region (Bamfield, Ucluelet, Tofino, Port Alberni), and one was of the entire Alberni Clayoquot Region. Participants could visually represent various transportation modes (foot, bicycle, boat/ferry, car/truck/van, bus) and how that mode was used/paid for (own, public, private [for hire]). They were also asked how many people lived in the household being represented. The maps provided another opportunity for dialogue in addition to be a visual focal point for the research project.

With a range of representation from the research team, an open dialogue, and an inviting atmosphere, the community engagement sessions were designed to gather valuable feedback from the community, provide information to participants and to offer opportunities for personal connections and relationship building.

## **C2C Forum**

On March 28<sup>th</sup>, an opportunity to gain further insight into accessible and affordable transportation was presented in the form of a Community-to-Community Forum (C2C) in Ucluelet. The Ministry of Community, Sport, and Cultural Development support C2C forums by providing funds to the Union of British Columbia Municipalities. The ACRD and local First Nations elected officials jointly hosted the forum to discuss communication and transportation within the region. Preliminary results were presented to participants in attendance and a round-table discussion focused on transportation challenges and strategies for increasing the accessibility and affordability of transportation in the region. Many people in attendance had been interviewed during the stakeholder interviews and this gathering was valuable in bringing people together to build upon what had previously been learned and bring to light some new information.

## Analysis

A descriptive, thematic and comparative analysis was used to examine data arising from stakeholder interviews, the four community engagement sessions and the C2C forum. Responses were themed according to the accessibility and affordability of existing transportation options in Alberni Clayoquot Regional District, gaps and challenges of existing transportation options, and suggested solutions and strategies for transportation options in the region. The following table represents the analysis:

Analysis				
Study purpose/question	Geographic community	Supply, demand or both?	Example questions asked	Action
How <b>accessible</b> and <b>affordable</b> is the <b>existing transportation network</b> in the ACRD for residents to <b>fully participate in society</b> (i.e. employment, education, health services, leisure opportunities)?	First Nations; electoral districts; municipalities	Both	Do people in your community have access to the information they need regarding accessible and affordable transportation? What are other barriers to accessible and affordable transportation for the people in your community?	Identify and organize key words, themes, phrases that describe access and affordability; compare geographic communities and supply/demand.
What <b>gaps</b> are evident in the <b>accessibility and affordability</b> of transportation in the region?	First Nations; electoral districts; municipalities	Both	What are the social impacts of people leaving their communities for health or social services? Inaccessible transportation is... Unaffordable transportation is...	Themes – social, economic; and sub-themes – safety, isolation, nutrition, support; compare geographic communities and supply/demand.
What are the <b>opportunities for collaboration</b> among stakeholders in the ACRD that will <b>enhance</b> the <b>transportation</b> system in the region?	First Nations; electoral districts; municipalities	Both	What ideas/actions do you have for improving the accessibility and affordability of transportation in your community and throughout the ACRD?	Themes – social, economic; and sub-themes volunteering, partnering, coordinating, subsidies; compare geographic communities and supply/demand.



## Findings

### General observations

The findings from the planned research methodology created an iterative examination and analysis of the literature and current context of accessible and affordable transportation in the Alberni Clayoquot Regional District. The evolution of discussions and initiatives from various interest groups around the region demonstrates the need for ensuring the dialogue on accessible and affordable transportation remains open to any and all organizations that have a stake in the health and well being of the people in this region. Insights, ideas and strategies were shared openly and there was a strong sense of resiliency and competence among those who participated in this study.

The responses of the stakeholders who chose to participate in a semi-structured, in-depth interview and the residents who contributed to the community engagement sessions and/or social media campaign were generally appreciative of a study focused on accessible and affordable transportation in Alberni Clayoquot Regional District. The researcher team consistently heard that accessible and affordable transportation is a relevant and timely issue in the region both for the short and long-term health and sustainability of the communities represented.

During the interviews, the openness and willingness of most stakeholders to share information with the interviewer created an environment of comfort and trust, allowing for a natural exchange and flow of conversation between the parties. Information beyond what the questions were asking was often shared, leading the researcher to more fully grasp the complexity of transportation within this unique and diverse region.

The community engagement and social media campaign allowed for further exploration of accessible and affordable transportation challenges and potential solution strategies – often reinforcing the opinions and thoughts of the interviewed stakeholders, and sometimes sharing new and unique ideas on where and how health and transportation intersected. While these public participation opportunities were provided, the number of people who chose to take part varied. Suggestions for higher participation numbers will be discussed in the recommendations section following the findings.

Four emergent themes are the framework of the key findings from this study. A focused analysis of the data will be presented as it relates to the three key study questions and the four emergent themes. A table of recommendations that incorporates stakeholder feedback, community engagement contributions, social media feedback, and existing literature suggestions will also be documented. Woven throughout will be a number of community perspective text boxes that highlight individual stories from select study participants. Discussion points from the interviews can be found in Appendix G.

## Themes

Within the realm of social and economic factors affecting accessible and affordable transportation in the ACRD, **four themes** emerged across communities and organizations being represented:

- The first is that there is **lack of a coordinated approach** to not only transportation networks within the region, but also for sharing schedules and information about options and methods for travel;
- The second is that **transportation is inherently tied to mental and physical health and regional prosperity**;
- The third theme is that **time is as much a factor as money when it comes to affordability**. Many people in the region cannot travel to and from an appointment in one day;
- The fourth theme that emerged is stakeholders and community members are **eager for solutions**.

Safety for all residents while traveling throughout the region for health and social services permeates the four themes as well as the responses to the study questions. Personal safety while hitchhiking, driving a poorly maintained road, riding across a dark waterway, or traveling a windy road on a snowy winter night all contribute to the transportation concerns in the Alberni Clayoquot Regional District. The four themes are discussed in more detail as they relate to each of the three key study questions below. Recommendations will follow the findings and will pull from the four emergent themes.

### Study question #1

**How accessible and affordable is the existing transportation network in the ACRD for residents to fully participate in society (i.e. employment, education, health services, leisure opportunities)?**

The term ‘accessible and affordable transportation’ was identified by a number of participants as not being an accurate description of the current transportation system in Alberni Clayoquot Regional District. ‘There is no public transportation’, was cited by a number of people outside of Port Alberni as a concern. Accessibility comments ranged from safety concerns about road conditions and hitchhiking to length of distance individuals have to travel either to link up with existing transportation options or to attend a medical appointment within and outside of the region. Access to information was also a concern as many community leaders and members did not know where a resident could find relevant details regarding how to get to an appointment in another community or who to call for support if one was in need. A number of (non-health) interviewees indicated that health professionals could provide guidance to patients when they need to travel for medical appointments; however there were no clear answers from providers or users as to whose role or responsibility it is to ensure travel is accessible and affordable. Further to that, many respondents did not know how many people within their own communities were traveling for health and social services.

The exception to that lack of knowledge on how many people are traveling is with the First Nations communities across the region. Each member of a First Nation who was interviewed was able to provide some record of how many members were traveling per month. Within the Ucluelet First Nation, members made 945 trips outside of their home community. Members are provided with a travel subsidy, however FN leaders indicated that the subsidies are not covering the true financial costs of travel to health and social appointments.

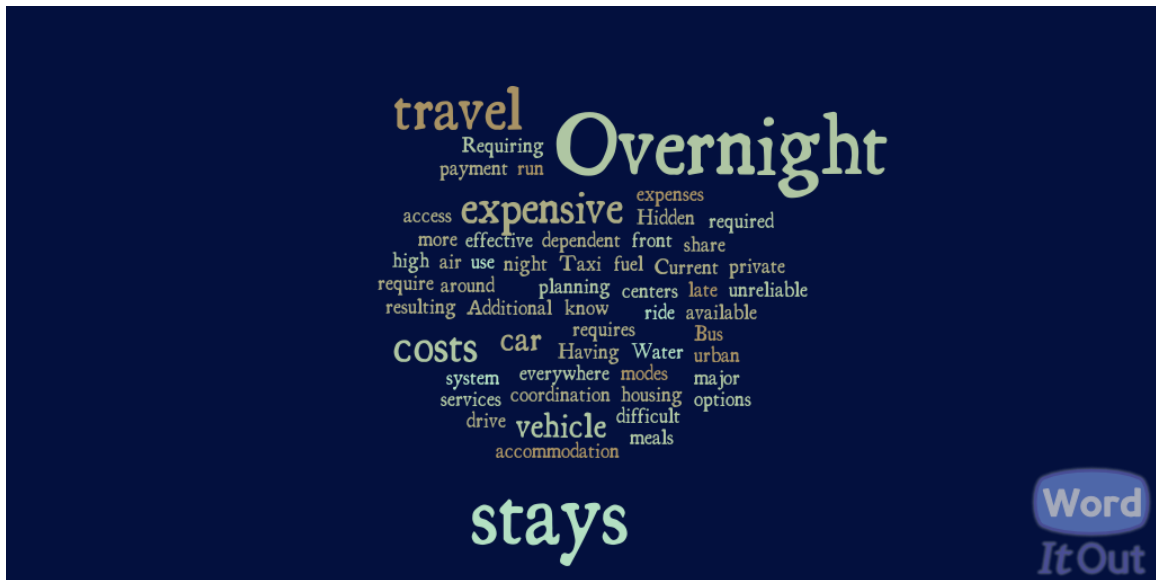
Participants across the region identified vulnerable populations as being particularly disadvantaged by the lack of accessible and affordable transportation options. One leader outlined that for people living on income assistance, the choice is often food or transportation. When the choice is to not spend money on transportation, stakeholders recognized a number of negative health and social implications. If community members are not seeing a health professional regularly, minor health concerns may become major concerns, people begin to self-diagnose health issues, visits to dentists become rare, which can lead to expensive and invasive surgeries, and people may not realize they need medical attention.

**Community perspective**

One of the biggest barriers I see are the general lack of driver's licenses among our multi-barriered [sic] population... The bus system is heavily used, but it is challenging with kids and grocery shopping, laundry mats etc. Also the obstacle of affording a car, gas, repairs and insurance. I do think that transportation is a huge issue among many in our region, and presents a barrier to employment and access to community supports and engagement.

Isolation was also cited as concern for vulnerable populations. Accessible and affordable transportation is as much about enabling people to interact with others in a social setting as it is about ensuring people have access to traditional and alternative forms of health care. Many participants spoke of community members combining a trip into Port Alberni for an appointment with shopping and visiting friends and relatives. And while some people have friends and family to stay with, others have to pay for overnight accommodation and be traveling with more than one person.

Staying overnight in another community creates another layer of expenses for people if they need to access health or social services in another community. Parents of small children may have to find a suitable child-minder within their own community or travel as a family and pay for food and accommodations. A number of leaders spoke of members wanting the support of a loved one while traveling to a medical appointment, yet the expense was too cumbersome or travel logistics were too much for people to manage.



Word cloud of responses to ‘unaffordable transportation is...’ from community engagements

These overnight expenses were attributed by many respondents to the inability for people to travel from outside of the Alberni Valley and back within the same day (if those people do not have access to their own vehicle). Tofino Bus, a private service provider does make a same-day, round-trip from Ucluelet and Tofino to Port Alberni daily from mid-May to mid-October, however the demand is not such during the other seven months of the year to financially justify the costs. And while people in the Bamfield area cannot travel from and to Bamfield within the same day, West Coast Trail Express does offer daily service out of Bamfield to Nanaimo and Victoria from June 15<sup>th</sup> through September 15<sup>th</sup>.

The four emergent themes of ***lack of coordinated approach, transportation is inherently tied to mental and physical health and regional prosperity, time is as much a factor as money when it comes to affordability, and eager for solutions*** were woven throughout the stories and perspectives of community leaders and members across the region when it comes to residents of the ACRD fully participating in society utilizing existing transportation networks. As participants shared their own experiences and the experiences of their community members, the conversations led to the identification of gaps in the accessibility and affordability of transportation.

## Study question #2

### What *gaps* are evident in the *accessibility and affordability* of transportation in the region?

A coordinated approach to accessible and affordable transportation across the region is a significant gap according to a large number of respondents. Public and/or subsidized transportation options for people throughout the region were identified as a gap by most of the participants. For those interviewees whose positions related directly to health, there was an awareness of policy statements about accessible and affordable health care being the right of all Canadians; however the people living in rural and remote communities are not necessarily being provided that right. Community members expressed frustration at having to choose to spend discretionary income on transportation to access medical care at the expense of recreational or social opportunities within their home communities.

Young families are moving away from rural communities within the region so that their kids can attend school, participate in recreational activities, and have more options overall. That out-migration has led smaller populations in those communities, further exacerbating the isolation and lack of socialization addressed in the first study question. Some First Nations communities have less than 20 full time residents remaining.



Word cloud of responses to 'Inaccessible transportation is...' at community engagements

For people experiencing painful or uncomfortable health challenges, a 90-minute boat ride can take tremendous effort. If the weather is poor, the ride can be extremely bumpy, and in some cases, the boat may not even run. Private air companies service some communities within the region, giving residents the option of taking a scheduled flight or hiring a plane on a charter basis. Unless there are 2 or more people on a non-scheduled flight with Tofino Air, charter costs are charged. The staff at Tofino Air see this happen all too

often on consecutive days of the week and wonder why there is not a more coordinated approach to how people are traveling within the region.

Emergency access was also discussed by a number of people in the more remote communities of the region. An emergency situation in Bamfield or Dididaht can result in a five-hour delay before arriving at West Coast General Hospital in Port Alberni (that five hours is for a ambulance to travel on a private, gravel road from Port Alberni out to Bamfield, then back into Port Alberni). Air ambulance can also be an option, however both helicopters and float planes cannot travel after 30 minutes past sunset so there are limitations on how those services can be accessed. The people of Hesquiaht sometimes have a boat onsite that can be used in an emergency, but it is privately owned, and the owner may or may not stay at Hesquiaht during evenings and weekends.

**Community perspective – Travel snapshot**

Travel one-way from Hot Springs Cove to Tofino = \$82

Walk with bags from dock to bus depot

Travel to Port Alberni on Tofino Bus = \$29

Snacks/lunch = \$10

Taxi from Tofino Bus to hotel to drop off bags = \$12

Taxi from hotel to medical appointment = \$10

Taxi from medical appointment to hotel = \$10

Dinner = \$20

Hotel = \$85

Breakfast = \$10

Taxi to Tofino Bus = \$12

Travel to Tofino on Tofino Bus = \$29

Walk with bags from bus depot to dock

Travel to Hot Springs Cove from Tofino = \$82

**Total travel expenses = \$391**

\*This is a cost estimate for one person traveling from Hot Springs Cove to Port Alberni for a medical appointment. This snapshot does not account for lost wages, child minding services (if children are left at home) or additional people traveling (if children or other dependents must travel with patient).

The distances and remoteness of many communities within Alberni Clayoquot Regional District means that leaders and residents do not see transportation as being accessible or affordable. The inability for many residents to travel from home to a medical appointment and return home within the same days is a significant gap. A number of rural and remote leaders spoke of the resiliency of their residents, however the need to work toward solutions in a timely way was expressed by all.

Again, the common themes of ***lack of coordinated approach, transportation is inherently tied to mental and physical health and regional prosperity, time is as much a factor as money when it comes to affordability, and eager for solutions*** were evident with discussions of the gaps in accessible and affordable transportation. Stakeholders on both the supply/provider side of transportation and the demand/user side were generally eager to share suggestions and ideas on how transportation systems can be enhanced in the region.



### Study question #3

**What are the *opportunities for collaboration* among stakeholders in the ACRD that will *enhance the transportation* system in the region?**

The needs of stakeholders and community members within the Alberni Valley did differ from those people outside of the Valley when it came to addressing solutions and opportunities. BC Transit and Handy Dart are publicly subsidized transportation services within Port Alberni and parts of the surrounding areas, however some leaders would like to see those services enhanced and expanded. Wheel for Wellness is a not-for-profit society that provides transportation services to people traveling from Port Alberni to specialist appointments in Nanaimo, Comox, Campbell River, and Victoria. The Executive Director of Wheels to Wellness is happy to provide guidance if someone were to utilize the Wheels to Wellness model throughout Alberni Clayoquot Regional District, but their organization has no plans to expand out to the West Coast, and especially not out to Bamfield as its road access is gravel and privately maintained. Stakeholders within the Valley would like to see a smaller transportation service that will link in with the existing services located within city limits.

That suggestion also came from a number of stakeholders and community members in the remote areas of the region. A network of volunteer and/or paid drivers to bring people from their homes to a centralized transportation hub was suggested from a number of interviewees. By hosting a community or neighbourhood bus that allowed people to travel from their homes to a centralized location to connect with existing transportation options would allow existing operators (e.g. Tofino Bus) to maintain an express service from Ucluelet and Tofino to Port Alberni, while populating the bus with people from more remote areas. There was no clear consensus on how to financially support such initiatives; however many people expressed the need to create paid driver and/or administrative staff positions to not only address the transportation issues, but also to enhance employment opportunities for local residents.

Infrastructure projects were also identified as moving towards some transportation solutions within the region – safe pullouts for buses, protected shelters at pick-up and drop-off locations, suitable docking facilities, and road improvements were brought up by various interviewees. Uchucklesaht First Nation has a grant application in for funding to repair the dock at one of their village sites – if and when the repair is completed, the Frances Barkley will once again be able to deliver goods and people to that community. Communities are eager for solutions and actions are being taken.

For people outside of the Alberni Valley, lack of road or public water access means that public transit is not even on their radar; they are simply looking for access into and out of their villages so that people have a way to access the community. The out-migration of young people from the more remote villages is alarming to community leaders as the people who remain are becoming more isolated. Some villages need support from the region for safe, public docking facilities; others would like to see private logging roads being taken over by the province of BC to ensure maintenance is consistent and not dependent on a private industry.

Partnership suggestions came from the private transportation providers in the region. Representatives from Tofino Air and Tofino Bus both expressed a willingness to work with other organizations around the region to create short and long-term solutions. Working within the parameters of provincial and federal transportation policies does dictate how involved certain organizations can be in collaborative partnerships so the ACRD is working to find answers and ensure the appropriate measures are considered and followed where needed.

**Community perspective**

A big bonus for us at Tofino Parks and Recreation is having a 15-passenger van that we can use for our programs to try to remove the barrier of transportation and increase the number of kids participating in our programs. Off shore communities are still a large challenge for us (as I'm sure its an ongoing challenge for the people who live there) to try and meet up with boat transportation going back and forth. Often the boats don't come in early enough to meet up with our programs, and in the winter when it's dark so early organizing boat transportation home from after school programs can be challenging. Ground transportation to the further reaches of town, such as Esowista and Ty-Histanis is also challenging as we don't always have the staff to offer a shuttle for all of our programs and kids travelling from that region often don't have rides available to them to get to and from town.

Opportunities for accessible and affordable transportation solutions that work within the unique and diverse needs of this region will require partnerships and collaborations across sectors, geographic boundaries, and interests. The existing realities have been described as ***lack of coordinated approach, transportation is inherently tied to mental and physical health and regional prosperity, time is as much a factor as money when it comes to affordability, and eager for solutions.***

The findings presented through the four emergent themes and the answers to the three study questions provide a framework of understanding for community leaders within the ACRD to move forward. As with any dynamic topic, accessible and affordable transportation challenges and opportunities will evolve based on the social, economic, political, cultural, and environmental resources available for the community. Findings for this study represent a snapshot in time, and can be built upon to gather additional information and/or to prompt further discussions on the topic. The breadth and depth of this study can continually be strengthened by newly published research both within and outside of the ACRD. Recommendations on how to utilize the findings of this study are shared in the next section.



## Recommendations

The following table outlines recommended strategies for improving accessibility and affordability of transportation in the Alberni Clayoquot Regional District and address the identified gaps and opportunities from the data collected. The recommendations are not in any particular order with the exception of the first recommendation: form a working group tasked with moving recommended strategies forward. Details on who can and needs to be involved, how, time frame, and cost investment are given where known, however; some recommendations are not complete as the details on how to accomplish the task are beyond the scope of this study. It is expected that the Transportation Working Group (TWG) will identify how to best implement each strategy.

Strategy	Who can and needs to be involved	How	Time frame	Cost investment
<b>Form transportation working group (TWG)</b>	ACHN, 3 municipalities, IH, ACRD, seniors rep, recreation rep, youth rep, student rep, street level mental health worker, FN rep, remote rep, seniors rep.	ACHN create and send out an invitation via email, FB, Twitter, local newspaper asking for appointments; seek out representation from specific user groups; ensure representation from rural and hub communities; create online forum/group for continued updates as well as phone and face-to-face meetings when necessary	Next 1 – 4 months and ongoing	Volunteer time; require members to carpool or take transit if travel is required so understanding is developed of issues; ask transportation providers for vouchers for committee members to travel
<b>Improve travel coordination through website; enhance awareness of transportation options</b>	TWG, ACHN, IH, private transportation providers, MoT,	ACHN to fund one ¼ or ½ time position for two years to provide transportation coordination services between air, boat, bus services in region; service to be available into the evening so users can access during non-working/school hours; work with private and public services to attempt full(er) float planes, water taxis, buses, taxis; act as liaison between providers to coordinate scheduling.	As soon as possible and ongoing	With multiple partners benefiting and contributing, granting and matching funds may be available from regional and provincial funding streams.
<b>Purchase wheelchair accessible van to complement existing Wheels for Wellness program</b>	ACHN, IH	Seek guidance on start up details from existing Wheels for Wellness organization to ensure coordination of implementation and ongoing success, fund continued use of van, support recruitment of volunteers and identify and communicate patient needs	As soon as possible and ongoing	Apply for initial funding for purchase of van, develop innovative partnerships with local organizations (SD 70, NIC) for ongoing vehicle maintenance support

## Recommendations table continued

Strategy	Who can and needs to be involved	How	Time frame	Cost investment
<b>Research provincial ownership of private roads into communities</b>	TWG, ACRD, MoT	Confirm specific resource roads for improved standards of maintenance and initiate a coordinated effort to lobby the province for support	Once TWG is formed	Time
<b>Recognize marine corridors as highways</b>	TWG, MoT	Address marine transportation priorities and respond as with rural resource roads	Once TWG is formed	Time
<b>Coordinate medical professional visits to remote communities; enhance in-community services</b>	TWG, IH, ACHN, AVICC, UBCM	Provide telehealth and E-health services for pre- and post-surgery, utilize travel coordinator to support rotation of specialists through region, research cost between professionals visiting in and patients traveling out	Ongoing	
<b>Develop regular transportation along the Ucluelet-Tofino peninsula</b>	TWG, private operators, District of Tofino, District of Ucluelet, RMI, MoJTST	Create a network of employers, recreation and tourism sites, and community groups that will support a regular schedule, incentivize buy-in and use to ensure long-term sustainability		
<b>Identify routes for enhancement within the Alberni Valley</b>	TWG, ACHN	Identify places that give people access to healthy activity and socialization, prioritize those routes for development (and/or identify framework for prioritization of routes)	Immediate and ongoing	Time, dependent on scope
<b>Enhance broadband systems to all populations in the region</b>	All levels of government, IH, tourism agencies, SD72	Unite and lobby for progress	Ongoing	
<b>Support a community shuttle bus</b>	TWG, IH, local private transportation providers, VTN and WfW, MoT,	Provide local pickups then connect with existing transportation options; scheduled weekly service; can be used for errands, socialization, and recreation	Ongoing	Dependent on scope
<b>Enhance awareness of transportation options – car shares, rides shares</b>	ACHN, TWG, All health agencies, all public offices, all social service agencies, all private transportation providers	Public and private forum/group online that agency representatives can access and provide input and information on needs and services	Immediate and ongoing	5 – 30 minutes each week to update and post

## Recommendations table continued

Strategy	Who can and needs to be involved	How	Time frame	Cost investment
<b>Continued creation of health and social hubs within communities</b>	District and regional planning departments	Centralize services so people can walk to health, recreation, nutrition (grocery & dining), pharmacy, transit, post office	Immediate and ongoing	Minimal from TWG
<b>Enhance active transportation options</b>	TWG, ACRD, Tourism agencies, parks, recreation & culture, IH, community planners	Support regional parks and trails planning, support active transportation corridor between Tofino and Ucluelet, enhance signage for non-vehicle travelers	Ongoing	Depends on scope
<b>More public engagement</b>	TWG	Bring members into schools, attend other organizations' meetings, create action plans and ask for public support	Once TWG is formed and ready to move forward - ongoing	Depends on scope – can apply for grant funding for specific projects

\*IH is Island Health; ACRD is Alberni Clayoquot Regional District; ACHN is Alberni Clayoquot Health Network; VTF is Volunteer Transportation Network (Mount Waddington); WfW is Wheel for Wellness; FB is Facebook; MoT is Ministry of Transportation (BC); TWG is Transportation Working Group; RMI is Resort Municipality Initiative; MoJTST is Ministry of Jobs, Tourism and Skills Training.

The recommendations presented in the above table are being presented as a workshop to the Alberni Clayoquot Health Network on June 19<sup>th</sup>. Equipped with the background documents, supporting literature, research methodologies, findings, and recommendations from this study, the Network and its supporting organizations will be in a position of strength to create more accessible and affordable transportation in the Alberni Clayoquot Regional District.

## Conclusions

The Alberni Clayoquot Regional District is geographically, culturally, and socio-economically diverse. Accessible and affordable transportation within the region is challenging due to the vastness of the landscape, the remoteness of its villages, the lakes, valleys, ocean, inlets, mountains throughout, and the complexity of transportation funding and regulations in the province of BC and within the nation of Canada. Elected officials, municipal and regional staff, chiefs, health professionals, private business operators, community leaders, and community members came together between October 2013 and April 2014 to discuss accessible and affordable transportation through in-depth interviews, community engagement sessions, social media, and a C2C forum.

With the study of *How do we get from here to there?* an accessible and affordable transportation study for Alberni Clayoquot Regional District now complete, the project team has:

- a. In-depth perspectives to support and challenge the existing published data;
- b. Increased community awareness of what accessible and affordable transportation is;
- c. Input from stakeholders and community members on what the challenges within the region are;
- d. Emergent themes of ***lack of coordinated approach, transportation is inherently tied to mental and physical health and regional prosperity, time is as much a factor as money when it comes to affordability, and eager for solutions*** to help support strategies and solutions moving forward;
- e. A set of recommendations based on stakeholder and community member participation; and
- f. A comprehensive report for stakeholders and community members that is publicly available.

### **Community perspective**

First choice for me is to walk, second choice to ride my bike, third choice to carpool, and final choice to drive my car. I hope one day to not have to drive my car at all. This is a great concept and I hope some solutions are gathered from this forum that will make transportation affordable, accessible, and environmentally sustainable. Water travel by canoe or kayak and motorized boat when necessary. I have seen and assisted with the use of used cooking oil to run vehicles, I wonder if the same type of thing could be used on boat motors !?!

The recommendations from this report offer the community a number of ways to get people from here to there in more accessible and affordable ways; however greater involvement from the residents is necessary. If we are to evaluate accessibility from the user's perspective, the users need to be ongoing members of the discussion to provide ideas, pilot solutions, and provide constructive evaluations of services. As the Alberni Clayoquot Regional District positions itself for dynamic economic development, it will depend upon accessible and connected transportation networks for people and commercial goods and services. This diversification of services is essential for competitiveness of regions (Spiekermann, 2012). Connectivity between transportation options, routes, and services can offer a number of solutions for accessibility, and also ties in very closely to affordability of services.

The results of the study *How do we get from here to there?* provide a base for dialogue and actions that will move the region into a position of strength for the provision of accessible and affordable transportation for all of its residents. Physical and mental health, social sustainability, economic prosperity, family resiliency are all impacted by, and have an impact on transportation in the Alberni Clayoquot Region. As awareness of the challenges and opportunities for accessible and affordable transportation identified and explored throughout this project expands through the Alberni Clayoquot Health Network, the Alberni Clayoquot Regional District, and Island Health, increased opportunities for collaboration and solutions will be created and realized. It is important to encourage the cross-pollination of ideas and actions to ensure a united voice and action for the region. The richness of the culture and spirit within communities will drive solutions forward in ways that are as unique as the people and landscapes of the Alberni Clayoquot Regional District.

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## Appendix A

### Press release

# **How Do We Get from Here to There: Announcing Transportation Consultation Events**

The Alberni Clayoquot Health Network is currently hosting a region-wide consultation to generate new ideas and strategies to promote affordable and accessible transportation in the Alberni Valley and on the West Coast. Laurel Sliskovic of The Sociable Scientists has been hired by the Health Network to lead the consultation process.

The uniqueness of our region's geography will require cooperation from the public, private and non-profit sectors to increase access to affordable transportation options for all residents of the Alberni Clayoquot Regional District. We are looking for input from residents from the communities of Ahousaht, Bamfield, Beaufort, Beaver Creek, Cherry Creek, Dididaht, Hesquiaht, Hupacasath, Huu-ay-aht, Long Beach, Port Alberni, Sproat Lake, Tla-o-qui-aht, Tofino, Toquaht, Tseshah, Uchucklesaht, Ucluelet and Yuułu?il?ath.

The focus of the Social Media campaign is "How do We Get from Here to There?" The Network would like to hear your story! What's been your experience of travelling around the region for work, appointments or accessing sports and recreation? Everyone who participates will have their name entered to win draw prizes!

Opportunities for public input will be through a social media campaign and World Cafe transportation discussion and mapping events held in the following communities:

**Bamfield February 17<sup>th</sup> from 3:00 – 6:30 pm at the Bamfield Community School**

**Ucluelet February 26<sup>th</sup> from 3:00- 7:00 pm at the Ucluelet Community Centre (The Hub).**

**Tofino February 27<sup>th</sup> from 3:00 -7:00 pm at the Tofino Council Chambers.**

**Share your stories on social media!**

[www.facebook.com/AlberniClayoquotHealthNetwork](http://www.facebook.com/AlberniClayoquotHealthNetwork),  
[Twitter@achealthnetwork](https://twitter.com/achealthnetwork), and email [heretothere@acrd.bc.ca](mailto:heretothere@acrd.bc.ca)



## Appendix B

### Interview questions for service providers and organizations

1. What funding does your organization provide for people who need to travel away from their home community for health or social services?
2. From where does that funding come?
3. Do the people in your community have access to the information they need regarding accessible and affordable transportation?
4. Do people in your community want to travel for health and social services or is it preferred to have professionals visit (locums) within rural communities?
5. How many health and social services-related trips do members of your community take per year?
6. Who is recording the information?
7. Where is it being stored?
8. What are the social impacts of people leaving their communities for health care?
9. What services are people willing to travel outside of their community for?
10. What are the barriers to accessible and affordable transportation for the people in your community?
11. How do you think transportation accessibility and affordability should be evaluated?
12. What ideas/actions do you have for improving the accessibility and affordability of transportation in your community and throughout the ACRD?
13. How would you like the results of this project to be shared with your organization and your community?

## Appendix C

### Interview questions for non-service providers and organizations

1. Are you aware of programs that assist people who need to travel away from their home community for health or social services within the ACRD?
  - Are you aware of any opportunities for coordinating trips or programs to improve service or reduce costs?
2. Do the people in your community have access to the information they need regarding accessible and affordable transportation?
  - What are other barriers to accessible and affordable transportation for the people in your community?
3. Do people in your community want to travel for health and social services or is it preferred to have professionals visit (locums) within rural communities?
4. What services are people willing to travel outside of their community for?
5. How many health and social services-related trips do members of your community take per year?
  - Who is recording the information?
  - Where is it being stored?
6. What are the social impacts of people leaving their communities for health care?
7. What ideas/actions do you have for improving the accessibility and affordability of transportation in your community and throughout the ACRD?
8. How would you like the results of this project to be shared with your organization and your community?

## Appendix D

### Stakeholder interview participants

The thirty-one stakeholders interviewed in this study are identified in the table below:

<b>Stakeholders</b>		
<b>Name</b>	<b>Organization</b>	<b>Title/role within organization</b>
Scott Fraser	Legislative Assembly of British Columbia	MLA (Member of Legislative Assembly) for Alberni-Pacific Rim
Ken Watson	City of Port Alberni	CAO (Chief Administrative Officer)
Josie Osborne	District of Tofino and ACRD (Alberni Clayoquot Regional District)	Mayor and Director (respectively)
Andrew Yeates	District of Ucluelet	CAO
Lucas Banton	ACRD	Director, Cherry Creek
Bill Irving	District of Ucluelet	Mayor
Wendy Thomson	ACRD	Manager of Administration
Jack Thompson	Dididaht First Nation	Chief Councillor
John Douglas	City of Port Alberni	Mayor
Cindy Solda	City of Port Alberni and ACRD	City Councillor and Board Chair (respectively)
Penny Cote	ACRD	Director, Sproat Lake
Eric Gaell	ACRD	Director, Bamfield
Tony Bennett	ACRD	Director, Long Beach
Anne Mack	Toquaht First Nation	Director of Community Services
Trevor Wickham	Ucluelet First Nation	Manager of Community Services
Charlie Clappis	Huuayaht First Nation	Elected Councillor
Jeff Cook	Huuayaht First Nation	Chief Councillor
Shelley Edgar	Dididaht First Nation	Administrator
Larry Ransom	School District 70	Board Chair
Peter Klaver	School District 70	District Principal
Sarah Robinson	Toquaht First Nation	Director of Operations
Laura McDonald	Epic Pharmacy	Owner, Operator, Pharmacist
Alex Doughty and Buffy Barrett	Tofino Air	Pilot and Operations Manager (respectively)
Dylan Greene	Tofino Bus Island Express	Owner
Ellen Brown	West Coast General Hospital	Site Director
Mike Kokura	ACRD	Director, Beaufort
Scott Coulson	Uchucklesaht	CAO, Director of Finance
Janie Finerty	Island Health	Manager of Volunteer Resources
Don Buchner	Wheels to Wellness	Executive Director
Donna Dunn	Island Health	Bamfield Community Nurse
Felicia Marilyn	Hesquiaht First Nation	Patient Travel Clerk

## Appendix E

### Social media campaign schedule and questions

#### 1. Saturday, February 1st

- Alberni Clayoquot Health Network Facebook page updated cover and banner photo reflecting month long campaign
- Introduction of campaign – how do we get from here to there?
- Posting of at least one photo
- Twitter and heretothere@acrd.bc.ca details

#### 2. Monday, February 3rd

- Question – What is your most memorable story of traveling from here to there?

#### 3. Thursday, February 6th

- Question – What transportation options are available in your community?

#### 4. Monday, February 10th

- Question – How many modes of transportation have you used in one day to get from here to there?

#### 5. Thursday, February 13th

- Question – Have you ever missed an appointment or activity because of a lack of transportation?
- Post next week's community engagement details

#### 6. Monday, February 17th

- Question – How long does it take to get from your house to the closest medical facility?

#### 7. Thursday, February 20th

- Question – Is it safe for you to travel to appointments and/or activities? Why or why not?
- Post next week's community engagement details

#### 8. Monday, February 24th

- Question – What ideas do you have for improving transportation in your community?

#### 9. Thursday, February 27th

- Question – Where do you get information about traveling around the region? Where would you like to get information about traveling around the region?

## Appendix F

### Community engagement poster - Bamfield



Please join the **Alberni Clayoquot Health Network** on **Monday, February 17<sup>th</sup>** anytime between **3:00pm and 6:30pm** at **Bamfield Community School** for interactive mapping and information sharing sessions. Students, elders, parents, workers, retirees, and all area residents are asked to participate in this community activity. Come for 10 minutes or stay for a few hours. Snacks and drinks provided.

For more information and/or to participate online -  
[www.facebook.com/AlberniClayoquotHealthNetwork](http://www.facebook.com/AlberniClayoquotHealthNetwork), Twitter [@achealthnetwork](https://twitter.com/achealthnetwork),  
[heretothere@acrd.bc.ca](mailto:heretothere@acrd.bc.ca)

## Appendix G

### Summary of interview responses

#### Awareness of transportation options and travel assistance, access to information

- Handy Dart system through BC Transit \*\*\* (\* indicates repeated response)
- Volunteer shuttle (generally) \*
  - Cancer Society \*
  - Angel service
  - Wheels for Wellness \*\*\*\*\*
  - Kidney Foundation
  - Medivan (through WCGH)
  - Pacific Companion
  - Island Chauffeur
- Tofino Bus
- Tofino Air
- Boat travel
- Informal volunteer drivers/ride share arrangements\*\*\*\*
  - Community portal
  - Online ride share
  - Note boards
- Seniors phone taxi as that is what is familiar
- If information is only online, segments of population are being missed\*
- Only start looking/are aware once services are needed \*\*\*\*\*
  - People do not know their options \*\*\*\*\*
  - Unaware of gov't programs \*\*\*\*
  - Do not know where to start looking for information \*\*
  - Ask staff at FN offices for information – social development worker, patient travel \*\*\*
- Travel subsidies for FN communities – consistent across communities \*\*\*\*\*
- Funding through NTC
- Doctor advice or paperwork \*
- Assistance for authorized treatments
- Unsure if buses are wheelchair accessible
- Hospice Society
- WCB travel assistance
- Social service funding (travel warrants)
- Doctors give paperwork for BC Ferries travel
- No services/options for Bamfield residents \*
- Closest bus connection is 45 minutes away
- Closest bus connection is 16km away
- No road access to village
- No public transportation\*\*

## Gaps in health services

- Isolation traveling for health appointments (need support – moral, physical, emotional, understanding) – not simple, stressful times exacerbated by transportation issues \*
  - Isolation – no need to get up in the am, more depression
  - People are housebound
  - Negative impacts on mental health
  - Socialization and connections to community
- Need for people to get out and meet neighbours, connect with others
- Limited options depend on personal health (wheelchair accessibility, comfort while traveling)
- Travel options for health within the region are limited
- Lack of services within home community \*\*\*
- Can't always get to and from services within a day (overnight stay adds to cost, time, negative impacts) \*\*\*\*\*
- No public transportation to connect to regional health services
- Long wait times to get into regional (local) health services – people who have private vehicle (or more resources) can go further
- Delays in service for mental health issues as they arise – services are limited
- Wheelchair accessible transportation
- Local doctors and health care professionals provide sense of comfort and reassurance\*\*\*\*
- Cost (time, effort, negative impacts) of 20-30 West Coast patients traveling vs. a specialist/health care provider traveling into a community
- Families are not attracted to a community and/or region without health care – people are moving away b/c they have to travel for health services\*\*
- Need for patient-centered health services
- System is not set up for simple navigation of health services\*\*
- Access to health professionals through online interaction and telehealth is not available but is wanted \*\*
  - Expand pre and post surgery care to people at home\*\*
  - Save people from traveling when not necessary
- RN in Bamfield must accompany patients into PA on Coast Guard if ambulance/ air lift not available – fog, road conditions, flying at night (therefore not in community)
- 5 hour round trip to get to and from hospital (Bamfield to PA)
- Lack of services means minor health concerns may grow into bigger issues\*\*
  - Costs out of pocket to access health professionals\*
  - Leaving work/businesses and family \*
  - Healthy people do not have access to health professionals
- No coordination of bringing people from remote/rural communities to WCGH\*\*\*
- WCGH doesn't have all of the services outlying communities need so people are bypassing it
- No walk in clinic – after hours health concerns means people go to ER

- Lack of availability of rural professionals
  - Workload of health professionals is high
- Dental care is low priority \*\*\*
  - Apprehension about dentist
  - Leads to significant and costly health issues
  - Affects nutrition and therefore health
- Need for holistic and diversified services for people \*
- Health professionals – doctors, pharmacists, receptionists can develop relationships with patients if they know them – traveling outside of home community makes those interactions impersonal (can also be a positive if community relationships are not positive/people feel judged) \*
- Healthy food options are very limited
- Increase in chronic health issues
  - More elders
- Filling prescriptions requires a trip into another community (PA)
- People in remote communities requiring surgery or giving birth have to travel to another community
- Lack of coordinated travel planning to offset costs
- Misinformation/miscommunication (lack of) between health care professionals
  - Incorrect testing
  - Notes not passed from one to another – reliance on patient to relay info
  - Holistic health approach is difficult if providers are in more than one community
- One test could turn into multiples – difficult if using bus system\*
  - Appointments may run late – altering travel plans if relying on others\*
- Doctors may not know other health services and professionals in their own communities
  - Less likely to know those services and professionals in other/neighbouring communities
- Conflict on best use of time and resources in small communities
  - Health professionals fill a lot of roles

### Road conditions/road safety

- Highway 4 is a disaster – only one main artery in and out of the valley\*\*\*\*
- Fear factor – people are terrified to use the road – logging trucks are fast and furious and intimidating – road is tragic
- Unsafe (illegal?) to pull off on side of highway at undesignated stops
- 1.5 hours on a gravel road to get into medical services (PA)
  - Road can flood or be snow covered
- Road is owned/maintained by logging company – if they are not working, road is unattended
- Rock slides can block road – detour is an additional 45 minutes on deactivated logging road with restricted access
- Some people will not travel due to road uncertainty and danger
  - Put off health concerns



- Uncomfortable travel on gravel roads for people with certain medical conditions\*\*\*
- Professionals don't want to visit b/c of poor road conditions
- Less service means people have to walk further to bus stops and/or bus stops are not highly visible/safe locations
- Road is intense for seniors – safety is a concern
- Lack of linkages between active transportation corridors to help get people off of roads
  - Need ways to travel without getting in own car
- No safe roadside pullouts for bus stop (or hitchhikers)
- Boat rides can be uncomfortable (cold, rough) for elders, people with medical conditions
- Lack of reliable boat travel
  - If boat does not run, air is an option in some communities but costs are high and a barrier
- Dangerous to run a boat after dark
- Planes cannot fly after sunset and before sunrise
- Single drivers with private vehicles leads to greater vehicle numbers on roads
  - Congestion
  - Pollution
- Danger from:
  - Wildlife
  - Weather
  - Lots of dark hours in winter
  - Narrow roads
  - Bumpy
  - If car breaks down, lack of places to pull over
  - Hitchhikers, walkers, and cyclists on road
  - Large trucks
  - Road closures while traveling

### Social impacts

- Families are split apart at critical times\*
  - Children are left with family or friends in home community or travel with parent\*\*
  - Support from loved ones is not there\*
  - Kids may miss school for extended periods\*\*
  - Child care may not be available
  - Time away from work is not paid for many people
  - Lack of cultural support, accommodations and understanding\*\*
  - Accommodations for families are lacking
- Leaving houses empty for extended periods while traveling (safety)
- Many underlying mental health issues
  - Further isolates people with few options/resources/supports
- Basic rights for rural residents are being ignored
  - Healthy, sustainable access that the average person experiences
  - Equality and fair distribution of services
  - Holistic indicators for fair and equitable access

- Reliance on friends and family in communities with services
- People who can afford to own a vehicle don't understand problem
  - Health services and options are more available to them and do not see need for greater access and alternative solutions
  - People with vehicles and financial resources can travel away if necessary
- Adult learners have limited options to stay in home community and travel on public/affordable transport to educational facilities
- Finances dictate health
  - Cycle of unhealthiness is difficult to break out of
- Limited access to recreational facilities via public transport means socially and financially disadvantaged cannot take in recreation as easily
- Funding is not available equally – can be easier for some to get subsidies
- People on fixed incomes cannot afford extra money for travel \*\*
- Need to build communities\*\*
  - Create ways for people to live and work in community
  - Create jobs and opportunities
  - Communities will flourish
  - Nutrition suffers, health and motivation suffer
- People are moving away from villages b/c of transportation issues
  - Families with children move away from traditional homes and territories
  - Leads to greater isolation for those who cannot afford to move or do not want to leave where they have lived their whole lives
- People need options to get out and meet with family and friends – socialization is tied to health
- Socially isolated people are at greater risk if they don't have affordable options\*\*\*
  - Less likely to search for answers\*
  - Do not know where to start looking for answers
    - May not have computer/Internet access
  - It's not known what hardships they are experiencing\*
- A lot of mistrust from FN communities of non-FN people and resources so people may not know how to ask for help
  - Tradition of self-reliance
  - Need for relationship and trust-building
- Lack of culturally sensitive accommodations
  - Not suitable for families
- Seniors who are separated b/c of health concerns may have to move communities
  - Difficult for both partners without support
  - One spouse left at home – isolation and depression; other spouse left to navigate system
- People on fixed incomes cannot afford added expenses of traveling for health appointments
  - Pensions
  - Disability
  - Social assistance
- People don't know where to look for information

- Lack of connections with others and options leads to overall depression and lack of motivation within community

### Access

- Bus pickup is 45 minutes away
  - Bus is not able to pull over and pick up
- Internet is sketchy, limited, unreliable
- Only transportation provider (outside of AV) is private/for-profit
  - Need a community shuttle that can stop along highway
- No road access – boat only
  - No daily or weekly scheduled service (once every 2 weeks)
  - Cannot travel to and from community in one day
- Air/float planes cannot always accommodate groceries and other supplies
- Cannot travel to services and back within one day\*
- Comparison to communities serviced by BC Ferries
  - Why are communities on West Coast not served when populations are greater here than some small islands?
- People without driver's licenses – no need in small/rural communities but then cannot travel out

### Solutions

- Community shuttle bus
  - Can provide localized pickups then connect to express bus along highway
  - Safe, comfortable and proper transportation for people of all abilities and caregivers when needed
  - Recognition that people with mental health challenges may need separate transportation options (for safety of themselves and others)
  - Scheduled service once a week for all communities
  - Priority is health services, then social – create a sliding scale for cost
- In-community health/social/errand/neighbourhood bus
  - Tie into seniors centre
  - Promotes confidence and independence
  - Promotes local business
    - Keeps people within the community
- Telehealth, E-health and/or video visits with health professionals\*\*\*\*
  - Diagnostics and determining next steps
  - Pre and post surgery
  - Regular check ups
  - Ongoing health interactions
  - Keep people in their own homes
  - Keep people in community to run businesses, stay in school, be with family and supports
  - Minimize need for travel outside of community

- In small towns, walking, cycling, kayaking for transportation means private vehicle is unnecessary
  - Decrease the need for transportation services
- Provincial ownership of roads from private logging companies
  - Maintain to higher standard
  - Pave if possible
- Need to advocate for greater and more reliable access to Internet services for people in rural and remote communities\*\*\*
- Create and keep more services in Ukee, Tofino, and Alberni Valley\*\*\*
  - Any opportunity to get services here and avoid travel out of community is preferred
  - Increase services will bring more people back to rural areas, traditional territories/nations
  - Will provide greater sense of community for those who cannot leave community
  - Rotate specialists thru remote regions
- Create health hubs with health care, child services, playgrounds, healthy food options (grocery and dining), clean, quiet, comfortable places to wait, family services, post offices, social services, recreation centres
  - Encourage and incentivize clustering of resources
  - Create active transportation corridors to access these services
- More pull outs and ability to flag down bus
  - Stops at intersections/connection points along highway
- Accommodation for families traveling for health
- Health bus that is publicly funded
  - Can ride with appointment verification
  - Also for social health
- Connections via boat
  - Support for safe docking facilities for Frances Barkley at communities up and down the inlet
  - Help get people back out to home communities
- Provide information at all public offices to ensure people have access to information and resources
  - In FN offices and public spaces
  - In schools
  - At health unit
  - Ensure people in public offices have access to info
    - At least that they know where to look for it
- Bring transportation costs into health costs – do not allow them to stay hidden
- Recognition and support for marine highways/corridors\*
  - Alberni Inlet
  - Ahousaht and Hesquiaht
  - Can be a more direct route
  - If connected to public transportation services in hubs, less cars on roads
- Fund and support travel coordinators for health and transportation
  - With air and boat travel to remote communities so that professionals can travel in at reasonable costs – each person

- traveling with private vehicle or on chartered service contributes to unsustainable costs
  - Creates a more cost-efficient trip for all if planes/boats/buses have greater occupancy
  - Create incentives for people to use travel coordination tools
  - Local coordinator provides accountability and creates trust
  - How to navigate the system and ensure necessary appointments and follow ups are completed
- Promotion of patient-centered care – holistic physical and mental health
- Encourage and invite health professionals into the community
- Need to track how many people are traveling outside of home communities and create a formula for costs traveling out vs costs of having services in
- Development of a traveling/mobile service that complements out-of-community transportation options
- Dedicate specific days for West Coast traveling patients at WCGH (or other health service providers in the AV)
  - Health bus can transport people on those days
  - Coordinate with doctors and health providers
  - Allow for flexibility
  - Have a travel coordinator
    - Allow people to use phone, internet, in person to book/communicate
- Use West Coast providers and resources to create more local jobs and dollars for local economy
  - Paying Greyhound to transport West Coast people takes money directly out of local economy and into US-based company – draining
- Use existing resources
  - Partner with school district to use buses when not in use for schools
  - Partner with private providers of people and goods transporters
    - Staff buses
  - Create cost sharing system
  - Apply volunteer driver model (Wheels for Wellness) to region
    - Tie into that service at the AV
  - Create a pilot program that links community (feeder) bus with private and/or school buses
    - New residents take up new ideas sooner than long-time residents, need to give things a chance to catch on
  - Identify people and services in geographically central locations – support and sustain their resources
    - Pharmacists
    - Docks
    - Schools
- Create solutions that target nutrition, health, culture
  - Tourism opportunities through mentorship and local capacity building

- Creation of neighbourhood associations that keep an eye on neighbours and encourage socialization
  - Promote socialization programs
- Volunteer driver program – potentially less red tape/bureaucracy for maintaining vehicle and driver
  - Users pay a portion based on fuel – distance traveled
  - Get a grant for vehicle purchase or donated from local dealership
  - Use retired people in community
- Ensure public transit in AV goes to hospital 7 days a week
  - Past medical offices during regular and walk-in clinic hours
- Provide incentives for those who do volunteer work
  - Fuel subsidies
  - Vehicle maintenance coupons
- Support existing rideshare programs
  - Promote use
  - Build safe pull outs
  - Build covered shelters
- Ensure public transportation options access healthy places – morning, noon, and night
  - Lakes
  - Trails
  - Parks
  - Farmer’s markets
  - Local shops



Port Alberni  
Better at Home Program



Better at Home is funded by the Government of British Columbia.

Alberni Valley Assisted Living Society

November 18, 2014

To: Table of Partners  
Alberni Valley Health Network

**Re: Proposed Community Shuttle Program**

The Port Alberni Better at Home Program and the Alberni Valley Assisted Living Society (AVALS) are initiating a fundraising project this month to purchase two passenger vans for the Alberni Valley. We have attached a brief summary of a Proposed Community Shuttle Program which describes the possible uses for these vehicles. We are forwarding this information to the AVHN to ask for your input and support in promoting this program in the community, in partnering in the design and development of the services and possibly in contributing towards the purchase of the vans.

The recent *Report on Accessible and Affordable Transportation Study in the ACRD (June, 2014)*, identified the need for expanding our local transportation options for seniors. Through our Better at Home Program (implemented this past year) we have also identified gaps in the transportation services available to seniors. We believe the Community Shuttle program would address a number of these issues by supplementing the scheduled services provided by HandyDart (ie, adding evenings and weekends), by bridging the Wheels for Wellness services available in the community and by adding a wheelchair accessible van and regular passenger van for use locally. There is funding available from the Better at Home program to contribute to the operation of such a service – if we can implement the program in the coming year.

Better at Home is a program to help seniors continue to live independently in their own homes by providing access to simple non-medical support services coordinated and delivered locally using a mix of paid workers and volunteers. Better at Home is sponsored by the Alberni Valley Assisted Living Society (Heritage Place) and funded through a \$30 million province - wide grant funded by the provincial government and managed through the United Way of the Lower Mainland (UWLM.) Our current grant extends until December 2015 but there is every indication from both the Ministry of Health and United Way that this program will continue. After only 3 years in the pilot stage it has become an essential service in more than 60 communities in BC.

We believe that both the AVHN and the ACRD are critical partners in implementing any transportation alternatives in the Valley. We would be pleased to meet at your convenience to discuss the program. Thank you for considering our request for your support.

Best Regards,

Barb Stevenson  
Program Coordinator

CC: Alberni Valley Assisted Living Society Board of Directors



## PROPOSED COMMUNITY SHUTTLE PROGRAM NOTES

### Why Do We Need It?

The Community Shuttle program is a new transit option intended to address key transportation needs of AV residents by complementing/filling gaps in the current transit services available in Port Alberni.

1. The community currently has non-scheduled local transit services available to seniors through
  - a. HandyDart, operated by BC Transit under contract to ACRD
    - i) These services do not run in the evenings or on weekends (except for church access on Sunday mornings.)
    - ii) Vehicle is uncomfortable (too big or too high) or unsafe for some clients to use
    - iii) Does not go out of town (Parksville or Qualicum)
  - b. The Wheels for Wellness service (coordinated from Comox) provides transportation from Port Alberni to medical appointments that are more than 60 km out of town
    - 1) Does not do local trips or northbound out of town trips from Port Alberni
    - 2) Cannot accommodate wheelchair (handicapped) transport from Port Alberni to Nanaimo. (Can only provide this service from Port Alberni to Victoria.)
    - 3) Does not provide non-medical transportation to any clients.
    - 4) WFW estimates that their current wheelchair van will be out of service in the next year. The vehicle will not be replaced – WFW program has high volume demand and intends to purchase regular van as replacement. This will reduce the options for any wheelchair transportation (in or out of town) to using ambulance or handicapped taxi or private vehicle.

### How Would It Work?

A Community Shuttle program would operate two vans, one regular 5-passenger van and one 3-passenger wheelchair van. There are options about how this service could be set up and operated, such as:

1. The vans would be owned and maintained on behalf of the community by a local agency (eg, AVALS or ACRD, etc.)
2. Operation of the vehicles would be for the sole use of residents of the Alberni Valley.
3. Services operation would be through service agreement with Wheels for Wellness (Comox) or a local dispatcher.
4. Better at Home funding would support priority usage for Seniors in Alberni Valley:
  - a. Trips for medical appointments in Port Alberni and out of town under 60 km from City
  - b. Other appointments locally and group trips out of town
  - c. Events and Outings / Locally and out of town
5. Priority use of the services would be given in the following order:
  - i. Better at Home (BAH) Clients
  - ii. Seniors (non-BAH)
  - iii. Other adult medical appointments
  - iv. Other (as available)
6. Routes and trips would be by reservation (ie, not scheduled routes or times), non-emergency (not ambulance) and can be booked as round trip (destination and return).
7. Fares would be charged for using these services (eg, \$5.00 per trip or \$.20/km, etc.)

### What Will It Cost?

**Vehicles:** Two vans are proposed based on recommendations by Wheels for Wellness. WFW has offered to arrange purchase for the program through their dealer, if a local dealer is not available:

- 5(6) passenger mini-van: (Dodge) – est. \$26,914+tax
- 3(4) passenger wheelchair van/with ramp: (Dodge) – est. \$39,400+tax
- WFW pay tax only (no fees). Total purchase price of 2 Dodge vans would be \$75,000.

### Timelines?

Objectives are to purchase vans by April 2015 (1 or both) and have services operational by June 2015.





Port Alberni  
Better at Home Program



United Way

Better  
at Home

United Way helping seniors  
remain independent.

Better at Home is funded by the Government of British Columbia.

**Alberni Valley Assisted Living Society**



Friday November 14, 2014

Join Us

## Upcoming Events

### 1. 2015 ELECTED OFFICIALS SEMINARS SERIES OPEN FOR REGISTRATION

Registration is now open for the Local Government Leadership Academy's 2015 Elected Officials Seminars series.

View/download our 2015 EOS Overview for a one-page summary of the upcoming seminars and information on the LGLA. Check out

our Program at a Glance for a general itinerary and session descriptions, and click on the AGENDA links below for specific event agendas and confirmed speakers. (Agendas are current to November 13 and will be updated as session topics are finalized and additional speakers and panelists are confirmed.)

The Local Government Leadership Academy (LGLA) will be holding Elected Officials Seminars (EOS) around the province in January and February 2015 for newly elected and returning elected mayors, chairs, councillors and directors. There will be seminars targeted to small and large communities, electoral areas, and in every region of the province.

Please click here for registration information, or contact [emorrison@lgla.ca](mailto:emorrison@lgla.ca) with any questions.



## Featured Suppliers

### Suncorp Valuations



## 2015 ELECTED OFFICIALS SEMINARS

### PROGRAM AT A GLANCE

#### Day One

<b>6:00 pm</b>	<b>Registration</b>
<b>7:00 pm</b>	<b>Plenary Session – Opening and Welcome</b> <i>A warm welcome and greetings from the LGLA, with an overview of things to come throughout the seminar.</i>
<b>7:15 pm</b>	<b>The “W’s” of Elected Officials</b> <i>An introductory session intended to get participants thinking and talking about why they are elected officials, what they hope to achieve while elected, and what they hope to learn at the seminar.</i>
<b>8:00 pm</b>	<b>Keynote</b> <i>A discussion of the characteristics of effective leadership, leadership in the local government council/board context, and achieving excellence in community leadership.</i>
<b>9:00 pm</b>	<b>Reception</b> <i>A chance to network with your colleagues – both new and returning elected from around the region or across the province.</i>

#### Day Two

<b>7:00 am</b>	<b>Breakfast Buffet</b>
<b>7:30 am</b>	<b>Concurrent Clinics</b>
	<b>Newly Elected: Making Meetings Work</b> <i>A session designed to introduce newly elected officials to the topic of local government meeting procedures, including rules of order, procedure bylaws, voting procedures, motions, role of the chair, etc.</i>
	<b>Returning Elected: UBCM Session</b> <i>Topic TBD</i>
<b>8:30 am</b>	<b>Orientation to the Day</b>
<b>8:35 am</b>	<b>Roles, Responsibilities and Teamwork</b> <i>This session will outline the roles and responsibilities of elected officials and differentiate these from the roles and responsibilities of staff. The focus will be on leadership and the relationship between council/board and staff, and on the value of working together as a team.</i>
<b>10:00 am</b>	<b>UBCM Presents</b> <i>Greetings from the Union of BC Municipalities and a brief introduction to the UBCM’s purpose and work on behalf of local governments.</i>
<b>10:15 am</b>	<b>Coffee Break</b>
<b>10:35 am</b>	<b>Concurrent Sessions</b>
	<b>Newly Elected: Local Government Law 101</b> <i>An overview of the legislation that empowers local elected officials to make decisions, including the Community Charter and Local Government Act, statutory requirements and responsibilities, bylaws and resolutions, types of meetings, etc.</i>



	<p><b>Returning Elected: Decision Making, Priority Setting and Thinking Strategically</b>  <i>A session addressing the importance of good decision-making and the value of priority setting, with a focus on leadership, the elements of good decision-making, the why and how of setting priorities, and acting strategically rather than reacting.</i></p>
12:00 pm	<b>Lunch Buffet</b>
1:00 pm	<p><b>Legal Clinic: Council/Board Members as Individuals</b>  <i>An overview of the legal concerns relevant to individual elected officials, including a public hearing skit and discussion of conflict of interest, liabilities, in-camera confidence, etc.</i></p>
2:30 pm	<b>Coffee Break</b>
2:45 pm	<p><b>Municipalities and Regional Districts</b>  <i>An overview of the history, structure, purpose, roles and responsibilities of regional districts and the relationships between municipalities/councils and regional districts/boards, including a discussion of thinking regionally and working effectively with your colleagues at the regional level.</i></p>
3:45 pm	<p><b>Local Government Partnerships and Collaboration</b>  <i>This session introduces several key organizations and partners that help local governments provide services and good government to their communities.</i></p>
4:35 pm	<b>Supper Break – On Your Own</b>
7:15 pm	<p><b>Local Government Mentoring Panel</b>  <i>An opportunity for delegates to learn from veteran elected officials and to ask questions and engage in discussion on a range of topics. Participants are encouraged to come prepared with questions on ethical dilemmas, conflict of interest and diplomacy challenges.</i></p>
8:30 pm	<b>Adjourn</b>

**Day 3**

7:00 am	<b>Breakfast Buffet</b>
7:30 am	<p><b>Clinic</b></p> <p><b>Local Governments and First Nations: Working Together</b>  <i>The purpose of this session is to highlight the value of building positive relations with neighbouring First Nations communities, to provide examples of successful relationship building, and to recommend means and methods communities can use to foster positive relations. Clinic content will be tailored to each seminar audience/location and will draw on local examples and experiences.</i></p>
8:30 am	<b>Orientation to the Day</b>
8:35 am	<p><b>Concurrent Sessions</b></p> <p><b>Newly Elected: Local Government Financial Management I</b>  <i>An overview of the financial management and budgeting processes of local governments, including an introduction to five-year financial plans, revenue sources, strategic and long-term capital planning, and performance measurement.</i></p> <p><b>Returning Elected: Local Government Financial Management II</b>  <i>A higher-level review of current best practices in the financial planning and management processes of local governments, including the role of elected officials in such initiatives. Topics may include strategic planning, long-term infrastructure planning, risk management, etc.</i></p>
10:30 am	<b>Coffee Break</b>
10:50 am	<p><b>Concurrent Sessions</b></p> <p><b>Newly Elected: Local Government Community Planning</b>  <i>An introduction to land use planning for newly elected officials. Topics will include the language of planning, why we plan, the role of elected officials in the planning process, OCPs, zoning bylaws, permits, etc.</i></p>



	<b>Returning Elected: Citizen Engagement</b> <i>A session dedicated to improving decision-making through citizen engagement, including a discussion of reasons for engaging the public, strategies and current best practices in citizen engagement, and managing and using social media effectively.</i>
12:15 pm	<b>Lunch Buffet</b>
1:00 pm	<b>Communications and the Media</b> <i>An introduction to media relations for elected officials, including how to prepare for an interview, how to manage difficult questions, the differences between print and radio or television media, how to cope in a 24/7 media environment, etc.</i>
2:15 pm	<b>Closing Comments and Adjourn</b> <i>Goodbye, thank you and best wishes from the LGLA!</i>

**Table Colour Key**

Break/Social Event
Plenary
Newly Elected
Returning Elected

\* Please note: this is a typical 2015 EOS program. There may be minor differences in the timing of sessions and different speakers, panelists and topics depending on the seminar location. Please consult your individual seminar agenda at <http://lgl.ca/events/2015-eos/> to confirm the details of your particular event.

**Total Fees**

Seminar: \$

5% GST #804834000: \$

**TOTAL PAYMENT DUE : \$**

---- Register ----

You are not officially registered until payment is received.

NOTE: If the total is not correct you may not have Javascript enabled. In order to enable Javascript, please [click here](#)

 CivicInfo Registration Services

**From:** Iris Hesketh-Boles [<mailto:iheskethboles@ubcm.ca>]  
**Sent:** Tuesday, November 18, 2014 7:03 PM  
**Subject:** Request for Nominations: AVICC Interim Directors

*Please forward to your Elected Officials and the CAO.*

Dear AVICC Members:

Congratulations to those who have been returned to office and welcome to all members new to the Association as you begin to serve in your new roles.

I also want to recognize those members not returning to office whose involvement and participation as members of the Association of Vancouver Island and Coastal Communities has been valued and will be missed. I especially want to acknowledge the contributions made by Larry Cross, Cindy Solda, Claire Moglove and Andrew Mostad for their service to the Association as members serving on the 2014-15 Executive. We wish them the best as they take on new opportunities.

The AVICC Executive currently has 4 vacancies as a result of the recent elections. Section 28(1) of the AVICC Constitution states: "If a director resigns his or her office or otherwise ceases to hold office, the remaining directors must appoint a member to take the place of the former director."

It is important that the Association's Executive is representative of the entire membership. Currently, the membership is represented on the Executive by:

- Councillor Barbara Price, Town of Comox (Second Vice-President)
- Director Mary Marcotte, Cowichan Valley Regional District (EA Representative)
- Councillor Jessie Hemphill, District of Port Hardy (Director at Large)
- Chair Joe Stanhope, Nanaimo Regional District (Past President)

At this time, Executive would like to invite members to put forward nominations of those they feel can make a positive contribution to the Executive team by serving in this interim capacity. Candidates must be available to meet as follows:

- 10:30-2:30 pm, January 15, 2015 in Nanaimo
- 9-10:30 am, Thursday, March 12, 2015 via Teleconference
- 12:30-3:30 pm, Thursday, April 9, 2015 in Courtenay

Please forward your nominations using the attached form by **Friday, December 5** to [avicc@ubcm.ca](mailto:avicc@ubcm.ca) or by fax to 250-356-5119.

Executive will meet via teleconference on Thursday, December 11 to review the nominations with invitations being extended shortly thereafter. Thank you.

Councillor Barbara Price  
Second Vice President  
Iris Hesketh-Boles  
Executive Coordinator  
Association of Vancouver Island & Coastal Communities (AVICC)  
525 Government St, Victoria, BC V8V 0A8  
Tel: 250-356-5122 Fax: 250-356-5119  
EM: [iheskethboles@ubcm.ca](mailto:iheskethboles@ubcm.ca) [avicc.ca](http://avicc.ca)

# NOMINATIONS FOR INTERIM DIRECTOR AT LARGE

We are qualified under the AVICC Constitution to nominate<sup>1</sup> a candidate and we nominate:

Nominee's Name: \_\_\_\_\_

Nominee's Local Gov't Position (Mayor/Councillor/Director): \_\_\_\_\_

Municipality or Regional District Represented: \_\_\_\_\_

Nominators' Information:

Printed Name: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Position: \_\_\_\_\_ Position: \_\_\_\_\_

Muni/RD: \_\_\_\_\_ Muni/RD: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

---

## CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated pursuant to the AVICC Constitution<sup>2</sup>.

Printed Name: \_\_\_\_\_

Position: \_\_\_\_\_

Muni/RD: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

- I confirm that I am available on the following dates for scheduled meetings:
- 10:30-2:30 pm, January 15, 2015 in Nanaimo
  - 9-10:30 am, Thursday, March 12 via Teleconference
  - 12:30-3:30 pm, Thursday, April 9, 2015 in Courtenay
- A brief biography is attached.

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<sup>1</sup> Nominations require two elected officials of members of the Association.

<sup>2</sup> All nominees of the Executive shall be elected representatives of a member of the Association. Nominees for electoral area representative must hold the appropriate office.

**Return To: AVICC, 525 Government Street, Victoria, BC V8V 0A8,  
EM: [avicc@ubcm.ca](mailto:avicc@ubcm.ca) or by Fax: 250-356-5119**

**From:** "Mandala Smulders" <[mandalasmulders@gmail.com](mailto:mandalasmulders@gmail.com)>  
**To:** [tonben1@telus.net](mailto:tonben1@telus.net)  
**Sent:** Wednesday, November 19, 2014 12:09:12 PM  
**Subject:** Support for restoration within the English Cove Watershed

Hello Tony,

My name is Mandala Smulders, I am currently working with Central Westcoast Forest Society in Ucluelet. At the request of the Ministry of Transportation and Infrastructure we have completed an assessment of the culverts, streams and habitat conditions within the English Cove Watershed. Specifically along Highway 4 between Maltby Rd and the northern border of Pacific Rim National Park. This assessment identified a number of creeks with poor water quality, significant fish barriers and substandard instream and riparian conditions.

After speaking with Tofino Mayor Josie Osborne, we have found that a very small portion of this area is within the ACRD; this happens to contain Lorry Creek, which is our focus creek for these grant applications. Lorry Creek has been identified as a high priority for culvert replacement and we are currently working on a number of grants to replace this culvert with a fish passable culvert and complete restoration works both upstream and downstream of the culvert installation.

We have received funding from DFO to help with culvert installation and increasing the accessibility to known angling areas within this region. We are currently working on a grant for the WWF Loblaw Grant and would love to have more collaboration with local municipalities and businesses. Would the ACRD be interested in writing a letter of support and committing to some contributions to help this project along? This could be in-kind such as gravel for fill, money for signage (or old signs that can be made into new signs), GIS data on streams/property lines/park boundary shape files, or cash contributions. If you are unable to make in-kind or financial contributions, a letter of support for the project would still be very much appreciated.

Please let me know if you are interested in supporting this project and I can send you further information.

Thank you for your time.

Mandala



**From:** rick shafer [<mailto:rickmshafer@gmail.com>]  
**Sent:** Wednesday, November 19, 2014 2:05 PM  
**To:** Wendy Thomson; Tony Bennett  
**Cc:** Anne Mack  
**Subject:** Toquaht hydro project

Good day Wendy

As you may know, Toquaht Nation has been working for several years on the development of two small Run of the River projects on Lucky Creek; at the head of Toquaht Bay.

We are now ready to submit a "Water Power Development Plan" (WPDP) to British Columbia for review. I have attached an excerpt from the overall WPDP for you to review.

Toquaht is seeking a general support letter from the ACRD for this project. I am hopeful that you may be able to get this issue on to the agenda for the November 26 Directors meeting for discussion with our request for a support letter.

Please review the attached information and let me know if you require any additional details.

Thanks

Rick Shafer  
250 715 6201



# TOQUAHT HYDRO PROJECT

## Waterpower Development Plan



Upper Lucky Creek

Photo: Megan Sanford, M.C. Wright & Assoc.

Submitted To: **Front Counter BC**

Date: **May 2014**

# 1. PROJECT SUMMARY

## 1.1 PROPONENT

The Toquaht Hydro Project is to be developed by the Toquaht Nation (the “Toquaht”) with the objective of selling electricity to BC Hydro under the terms of a long term energy purchase contract. The Toquaht intends to form a sole-purpose corporate entity to develop, construct and operate the Toquaht Hydro Project, and is investigating various commercial structuring alternatives in which benefits to the Toquaht community and peoples can be optimized.

The key contact person at Toquaht Nation is:

Rick Shafer, Project Manager  
Toquaht Nation  
1971 Peninsula Road  
P.O. Box 759  
Ucluelet, B.C.  
V0R 3A0

Email: rickmshafer@gmail.com  
Tel: 250-726-4230  
Fax: 250-726-4403

The Toquaht are the people of Toquaht Bay, Mayne Bay and western Barkley Sound, and are one of the Nuuchahnulth Nations who have lived along Vancouver Island’s west coast for over 10,000 years. They are one of five First Nations who are part of the Maa-nulth Final Agreement that was ratified and implemented on April 1, 2011.

The Toquaht [Economic Development Act](#) mission articulates the Toquaht’s legislative mandate to develop diverse, sustainable and profitable businesses; seek, secure and promote economic initiatives that enhance the quality of life and well-being of its citizens; and help build capacity. The Project described in this document represents a commercial opportunity that is intended to help the Toquaht establish a meaningful presence in the BC independent power sector, and derive a direct, long-term economic benefit to the community from resources within its traditional territories.

For the purposes of the regulatory review process, the Toquaht Hydro Project please direct technical enquiries to:



**TOQUAHT  
NATION**

PO Box 759  
Ucluelet, BC V0R 3A0  
Phone: (250) 726-4230  
Fax: (250) 726-4403

June 19, 2014

FrontCounter BC Nanaimo  
Suite 142 - 2080 Labieux Road  
Nanaimo, BC  
V9T 6J9

Dear Sirs:

RE: SUBMISSION OF A WATERPOWER DEVELOPMENT PLAN FOR UPPER LUCKY CREEK AND LOWER LUCKY CREEK, TOQUAHT BAY, B.C.

The Toquaht Nation is pleased to submit for formal review and adjudication a **Waterpower Development Plan** for the **Toquaht Hydro Project**, situated on the territories of the Toquaht Nation, near our traditional village of Macoah, itself located approximately 15 km northeast of the Vancouver Island coastal town of Ucluelet.

The Toquaht Nation is planning to construct two small hydroelectric developments on Lucky Creek. The Upper Lucky Creek site will draw water from Lucky Lake (elevation 383 m) to supply a 6.5 MW generating facility by way of a 2.7 km long steel penstock. Approximately 7 km downstream and in the lower reaches of the basin, the Lower Lucky Creek facility will divert water from Lucky Creek just downstream of Ellswick Lake, and convey flows through a 2.2 m diameter, 2.9 km long steel penstock to a 7.0 MW powerhouse situated near the mouth of the Creek where it enters Toquaht Bay. From there, a 10.7 km long powerline, originating at a common sub-station would follow forestry roads back towards an interconnection to the BC Hydro distribution system near Macoah. In aggregate, it is estimated that the Toquaht Hydro Project will generate approximately 36,400 MWh per year of clean, renewable electricity – enough to power some 3,300 typical B.C. homes.

With an estimated capital cost of between \$45 million and \$55 million, the Project has the potential to bring substantial local investment and long-term economic benefits to the Toquaht Nation. The Project is a cornerstone of our Economic Development Plan, offering a sustainable alternative to the traditional resource development employment opportunities, and assisting with diversifying our local economy.



June 19, 2014

As an outcome of the Toquaht Hydro Project Waterpower Development Plan process, Toquaht Nation is seeking:

- A Licence of Occupation over vacant Crown Land to allow for the continuing development, construction and operation of the Upper Lucky Creek small hydro site (currently held under Investigative Licence No. 1413476);
- A Conditional Water Licence authorizing the diversion of flows from Lucky Lake for “Power Purpose – General” and the storage of water for “Storage Purpose – Power”;
- A Licence of Occupation over vacant Crown Land to allow for the continuing development, construction and operation of the Lower Lucky Creek small hydro site (currently held under Investigative Licence No. 1413477);
- A Conditional Water Licence authorizing the diversion of flows from Lucky Creek below Ellswick Lake for “Power Purpose – General”, and;
- The grant of Works Permit to “Construct Works within a Forest Service Right-of-Way” (to accommodate powerline construction and operation).

The Toquaht Nation is proud to have been part of the *Maa-Nulth First Nations Final Agreement*, which was implemented on 01 April 2011, which formally defines the roles of governance over Toquaht lands and resources. It is in that spirit that the Toquaht Nation is now seeking to advance the Toquaht Hydro Project. Work by the Toquaht Nation to realize this project has been ongoing for over a decade and represents a significant economic turning point for our community. Properly designed, constructed and operated, the facility will have a negligible impact on the environment while providing long-term revenues and capacity development opportunities. The Project exemplifies the principles expressed by Toquaht Nation Vision: *We will use our lands in ways that support our traditions, while also looking for new ways to allow our people to thrive.*

We look forward to further discussion between federal, provincial and regional regulatory agencies, and to the successful advancement of the Toquaht Hydro Project.

Signed:



Anne Mack, Tyee Ha'wilth of the  
Toquaht Nation

## **1.2 OVERVIEW OF PROPOSED PROJECT**

### **1.2.1 PROJECT NAME:**

Toquaht Hydro Project

### **1.2.2 PROJECT LANDS**

The Toquaht Hydro Project is proposed as a cluster of two small hydro projects located in the vicinity of Toquaht Bay, on Barkley Sound, 8 km northeast of the village of Macoah or 23 km ENE of Ucluelet, B.C. The Toquaht Hydro Project is situated on lands currently held by Toquaht Nation under Investigative Licences 1413476 (Upper Lucky) and 1413477 (Lower Lucky) covering “unalienated and unencumbered Crown land and Crown foreshore within Clayoquot District” containing 2,363.70 ha more or less for Upper Lucky Creek and 1,849.368 ha more or less for Lower Lucky Creek, respectively. The Investigative Licence areas are depicted in Figure 3, and the shapefiles which accompanied the original application documents are available on request. It is noted that the footprint of the Project Lands is contained entirely within the Upper Lucky Creek Investigative Licence area, and as such, the total area under the Investigative Licence applications is 2,363.70 ha.

## EXECUTIVE SUMMARY

The Toquaht Nation is seeking provincial and federal authorizations and tenures to construct and operate that Toquaht Hydro Project, a cluster of two small hydroelectric projects located in the vicinity of Toquaht Bay, on Barkley Sound, approximately 23 km ENE of Ucluelet, B.C. (Figure E-1). The Project contemplates the development of the Upper Lucky Creek and Lower Lucky Creek small hydro sites which will have an aggregate generating capacity of 13.5 MW, and will deliver approximately 36,400 MWh per year of clean, renewable energy to the BC Hydro system – enough energy to power about 3,300 typical BC homes. The Project has the potential to bring substantial local investment and long-term economic benefits to the Toquaht Nation, and offer a sustainable alternative to the traditional resource development employment opportunities within the local community.

With the receipt of regulatory approvals by mid-2015, a phased construction of the two sites would commence in early 2016, with the Lower Lucky and Upper Lucky facilities entering commercial operation in late-2017 and late-2019, respectively. Total capital costs for the Project are estimated at \$45 million to \$55 million.

Lucky Creek drains a 30 km<sup>2</sup> watershed situated on the temperate west coast of Vancouver Island, where considerable precipitation falls during September to March; summers are



FIGURE E-1 TOQUAHT HYDRO PROJECT LOCATION

X



relatively dry. Several sizable lakes – most notably Lucky, Kite and Ellswick -- provide natural hydrological attenuation of winter storm events and will allow the generating facilities to be designed to more capably use the higher stream flows occurring during this period. A waterfall near the mouth of Lucky Creek precludes the upstream migration of all anadromous species, and steep cascades and waterfalls elsewhere along the Creek influence the distribution of resident rainbow trout and Dolly Varden within the basin. Extensive logging has been conducted within the Lucky Creek drainage over the past few decades.

Using as its foundations a detailed LiDAR survey and accompanying low-level orthophotography completed in Autumn 2013, as well as five years of hydrological data collected by the Toquaht at Lucky Creek, a conceptual design for the Project has been developed by McMillen, LLC engineers. Table E-1 describes the key elements of the proposed Upper Lucky Creek and Lower Lucky Creek hydro sites:

**TABLE E-1 PROJECT KEY ELEMENTS**

Project Component	Upper Lucky Creek	Lower Lucky Creek
<b>Intake</b>		
Latitude / Longitude:	49° 04' 58" N 125° 15' 08" W	49° 03' 13" N 125° 18' 29" W
Elevation:	383 m	100 m
<b>Powerhouse</b>		
Latitude/ Longitude:	49° 04' 10" N 125° 16' 12" W	49° 02' 08" N 125° 18' 32" W
Elevation:	135 m	2 m
<b>Gross Head</b>	248 m	98 m
<b>Basin Drainage area (above intake / gauging location)</b>	7.78 km <sup>2</sup>	29.6 km <sup>2</sup>
<b>Mean Annual Discharge</b>	1.26 m <sup>3</sup> /s	4.82 m <sup>3</sup> /s
<b>Minimum instream flow release (provisional)</b>	0.10 m <sup>3</sup> /s	0.39 m <sup>3</sup> /s
<b>Penstock Length</b>	2,730 m	2,880 m
<b>Penstock Diameter</b>	1.32 m	2.2 m
<b>Turbine Design Flow</b>	3.25 m <sup>3</sup> /s	8.50 m <sup>3</sup> /s
<b>Plant Capacity</b>	6.5 MW	7.0 MW
<b>Capacity Factor</b>	33%	29%
<b>TOTAL Annual Generation (MWh/year):</b>	<b>18,700</b>	<b>17,670</b>

**Upper Lucky Creek** -- A screened intake structure situated submerged off-shore from the southern tip of Lucky Lake will direct flows of up to 3.25 m<sup>3</sup>/s into a 1.32 m diameter steel penstock. The intake will draw flows directly from Lucky Lake by way of a siphon intake situated near the natural lake outlet. By utilizing the siphon, there is no requirement for a diversion weir and both the footprint and riparian impact of the intake structure is minimized. The intake/siphon system will be designed to by-pass sufficient flows to the original stream course to maintain fish habitat within the diversion reaches.



The Project will utilize the siphon intake to draw down the lake to a level 3 m below the natural outlet of the lake. A strict “rule curve” will govern the time-frame in which Lucky Lake may be drawn below its natural levels so as to minimize habitat impact to the littoral zone of the lake. Releases from storage will benefit both the Upper and Lower Lucky sites, as obviously those flows could be routed through both generating facilities.

The 2,730 m long penstock will descend the Lucky Creek valley towards a powerhouse located on the left bank of the creek, approximately 1.5 km northeast of Kite Lake. Developing a gross head of approximately 248 m, the powerhouse will accommodate a 6.5 MW Pelton-type turbine-generator system, as well as ancillary mechanical, communications and electrical protection and control equipment. A short armoured open tailrace channel will direct flows back to Lucky Creek.

A small outdoor sub-station adjacent to the powerhouse will consist of an 8 MVA main power transformer, a high voltage circuit breaker and line isolation switches will be situated in a fenced compound in close proximity to the powerhouse site. Electricity will be conveyed by way of an overhead 3-phase wooden-pole powerline along existing logging roads, firstly, to the intake of the Lower Lucky Project site, and then, along the Lower Lucky penstock route to the common connection point for the cluster adjacent the Lower Lucky powerhouse site, a total distance of approximately 7.0 km.

**Upper Lucky Creek** -- A diversion weir equipped with a 3 m high inflatable rubber dam will be situated approximately 125 m downstream of the outlet of Ellswick Lake on lower Lucky Creek. A screened intake structure incorporated into the structure will direct flows of up to 8.5 m<sup>3</sup>/s into a buried steel penstock nominally 2.20 m in diameter. The intake / diversion will be designed to regulate levels to approximately the natural surface elevation of Ellswick Lake and as such, there would be no storage created on Ellswick Lake. The intake / diversion structure, screened to prevent the entrainment of fish, will by-pass sufficient flows to maintain fish habitat within the original stream course and will be operated so as to accommodate upstream fish passage.

From the intake, the 2,880 m long penstock will initially follow the left bank of lower Lucky Creek, before crossing on a pipe bridge to an optimal alignment situated on the right bank, and finally, following existing logging roads as the route descends to the lower valley. A powerhouse on the right bank of the creek, approximately 1.0 km upstream from the mouth of Lucky Creek, will accommodate two 3.5 MW Francis-type turbine-generator systems, as well as ancillary mechanical, communications and electrical protection and control equipment. A small outdoor sub-station consisting of a 10 MVA main power transformer, a high voltage circuit breaker and line isolation switches will be situated in a fenced compound in close proximity to the powerhouse site. A short armoured tailrace channel will direct flows back to Lucky Creek immediately below the barrier falls, and within the tidal zone of Lucky Creek.

**Powerline and Interconnection** – From a common sub-station / switchyard situated adjacent the Lower Lucky Creek powerhouse site, an overhead 25 kV three-phase wooden-pole powerline will

extend to meet the eastern terminus of the recently constructed “Macoah Extension” powerline, which itself connects to the integrated transmission system near Ucluelet. The 10.7 km-long powerline route between the Lucky Creek substation and the Macoah Extension connection will follow within the existing rights-of-way of the forestry roads around Toquaht Bay. A “Conceptual Screening Assessment” prepared by BC Hydro, and based on a conceptual electrical system design concluded that, subject to various technical constraints, connecting the Project to BC Hydro’s 25 kV feeder LBH 25F53 could be accommodated. A final step in the Interconnection Review process is to conduct a System Impact Study which will be completed as the detailed electrical design is advanced.

**Geotechnical Review** -- From the perspective of a geotechnical report prepared by Lewkowich Engineering Associates, the land is considered safe for the siting of intake and powerhouse structures and associated penstock piping, with the probability of a geotechnical failure resulting in catastrophic damage of less than 10% in 50 years, provided the geotechnical report recommendations are followed.

No compressible or liquefiable soils were encountered during the test pitting investigation. Based on the 2012 British Columbia Building Code ‘Site Classification for Seismic Response,’ the soils and strata encountered during the field investigation would be ‘Site Class D’ (Stiff Soil) if founded on reinforced structural fill materials, or ‘Site Class C’ (Very Dense Soil or Soft Rock) if founded on the glacial till or igneous bedrock.

In assessing slope stability, the report identifies a very steep section of bedrock immediately to the south east of the Upper Lucky Lake intake; and concludes that this bedrock slope is considered stable, although a minimum 9 m set back from the crest of the slope is recommended as protection from surficial discontinuities in the bedrock. The investigation also identifies an old large scale slide located across the creek from the Upper Lucky Creek power house. The oversteepened section of the slide is at least 300 m from the creek with slide debris ending at the creek. The toe of the slide debris consists of large to very large boulders likely underlain by smaller boulders and gravel and is currently in a stable condition. Notwithstanding, the powerhouse and substation sites were selected so as to mitigate any concerns for rockfall or instability from the land slide.

### **Environmental Impact Assessment**

Initiating their assessments in 2008, M.C. Wright and Associates Ltd. has assembled a detailed environmental baseline dataset, and is able provide an assessment of the potential impacts the small hydro project may have. The baseline focuses on fish populations and distribution; aquatic macroinvertebrates; instream flow study; tributaries; aquatic and riparian footprint effects; water quality; and wildlife.



**Fish Populations and Distribution** -- Primarily, fish were observed and counted through a series of snorkel surveys in both Upper and Lower Lucky Creeks. Fish were also sampled through trapping, electrofishing, and angling.

Dolly Varden were observed spawning in upper Lucky Creek, immediately upstream from Kite Lake, between October and November, and while none were observed in the middle or lower reaches of Lucky Creek; it is likely that Dolly Varden are present in the lower sections of the system. The upstream extent of the Dolly Varden distribution in upper Lucky Creek is defined by a 5 m falls – the Upper Lucky Creek powerhouse will be located at these falls and will return water just downstream of this point. Due to their observed spawning distribution in the lower reaches of Upper Lucky Creek, it is possible that these fish migrate out of Kite Lake to spawn, and On the basis of observed distributions, it is suggested that the Dolly Varden spend the majority of their life foraging in Kite and Ellswick Lakes, and migrate out of Kite Lake to spawn in the lower sections of upper Lucky Creek during the autumn. As such, potential impact to Dolly Varden habitat as a result of water diversion will be minimal.

Rainbow trout have been observed throughout the entire surveyed length of both upper and lower Lucky Creek, as well as in Lucky, Kite, and Ellswick Lakes. A snorkel survey of the total length of lower Lucky Creek indicated that portion is only sparsely populated by rainbow trout. In upper Lucky Creek, surveys suggest increased density in the section closest to Lucky Lake. A historical literature review revealed that rainbow trout were probably introduced into Lucky Lake in the 1960s. Due to the presence of anadromous migration barriers at the mouth of Lucky Creek and elsewhere throughout the system, the observed ubiquity of rainbow trout in Lucky Creek, and their increasing densities in the upper reaches, it is suggested that all of the rainbow trout in the system may have been down-seeded from those that were introduced into Lucky Lake.

Collection and analysis of aquatic macroinvertebrates from within and downstream of proposed diversion reaches were conducted in order to assess the food resources available to salmonids. There is a good indication that supply of invertebrate prey is not a limiting factor to salmonid production in upper Lucky Creek.

**Terrestrial Wildlife and Habitat** -- Field observations of wildlife species were conducted concurrently with the fisheries assessments, and will continue as further fieldwork is undertaken throughout the Project development process. Species likely to inhabit the area but which have not yet been detected should not be considered absent from the region. The Project's Construction Environmental Management Plan ("CEMP") will address means to lessen potential impacts to all wildlife in the region, whether the species has been observed or is still not detected.

Of those terrestrial species designated under COSEWIC and SARA, or are on the Blue List in British Columbia, the Marbled Murrelet (calls heard near the midpoint of Lower Lucky Creek in mid-autumn 2013), and a single Band-tailed Pigeon (observed near the Lower Lucky Creek Bridge) are known to be present within the Project area. Other studies have confirmed that

Murrelets are present in the old growth forest surrounding Lucky Lake, outside of the physical footprint of the Project. The use of radar for monitoring the daily migrations has dramatically increased the resolution of Murrelet monitoring on the BC coast, and has increased the ability to monitor population trends; Murrelets were down-listed in BC from Red to Blue. Regardless, the CEMP will address measures to minimize disturbance to old-growth forest associated with both the Marbled Murrelet and Band-tailed Pigeon.

A variety of common wildlife species (common songbirds, geese and raptors, large fauna including bear, deer, cougar, beaver and otter, and small mammals and amphibians) have been observed in the Project area. Opportunistic observations will continue to be made during field activities at Lucky Creek. Incremental impacts on habitat for these species will be largely confined to the construction period, and will be addressed in the CEMP.

**Archaeology** -- An Archaeological Overview Assessment concluded that no known archaeological sites will be impacted by the construction of upper Lucky Creek portion of the study area including the transmission line from the lower intake to power station at lower Lucky Lake, and that this area is deemed to have low potential for both “culturally modified trees” and other archaeological sites. Similarly, the CMT potential in the lower Lucky Creek area between the intake south of Ellswick Lake and along the penstock route generally exhibited a low potential. However, a preliminary field reconnaissance within veteran timber in the vicinity of the proposed powerhouse identified 12 CMT’s and it is recommended that this portion of the project area be subject to an archaeological impact assessment (AIA) under the authority of a Heritage Inspection Permit (HIP) issued by the BC Archaeology Branch. Alterations to the archaeological site (such as through clearing for powerhouse construction) would be conducted under the authorization of a Site Alteration Permit (SAP), issued by the Archaeology Branch of the Ministry of Natural Resource Operations. The SAP would typically require that a selection of the CMTs be disc round sampled and analyzed for dating purposes.

### **Socio-Economic Impact Assessment**

As a key component of an economic sustainability strategy for its community, the Toquaht Nation is actively pursuing the development of the Toquaht Hydro Project. The Toquaht will not only have a significant ownership interest in the Project and but also be able to develop additional local employment and contracting opportunities. Sustained financial returns to the Toquaht derived from an ongoing economic interest in the Project will be of significant benefit to the First Nation and its members.

The Project will seek to maximize opportunities for First Nations and local community employment. The overall objective is to expand the skilled work force within the region and where possible offer training and apprenticeship programs. It is anticipated that legacy infrastructure and experience will be of considerable benefit to the Toquaht Nation and to the region in general.

It is estimated that the construction of the Project will require 50 on-site personnel at the peak of construction and will generate approximately 100 person-years of direct employment in BC. During operations, it is estimated that the Project will employ two full-time and two part-time persons, and create additional short-term contractual work related to the ongoing maintenance of mechanical and electrical components, transmission lines, and access roads.

The Project will bring positive benefits to other stakeholders in the region including timber harvesting and processing, and real estate development interests through the development of vital electrical and transportation infrastructure. Most notably, the Owners of the Toquaht Wilderness Resort – situated near the mouth of Lucky Creek -- have reiterated their long-standing support for the Toquaht Hydro Project.

As the Project proceeds through the regulatory review process, and as detailed design is advanced, a Construction Environmental Management Plan (“CEMP”), and an Operational Environmental Management Plan (“OEMP”) will be developed. These plans will serve as a guide to construction contractors and crews as to the specific measures are required to ensure that potential environmental impact is managed as mandated by legislation, regulation and agreed commitments.

The Toquaht Nation considers that the Toquaht Hydro Project will represent a significant economic benefit to its community, and that properly designed, constructed and operated, the facility will have a negligible impact on the environment. The Project will exemplify the principles expressed by Toquaht Nation Vision: *We will use our lands in ways that support our traditions, while also looking for new ways to allow our people to thrive.*

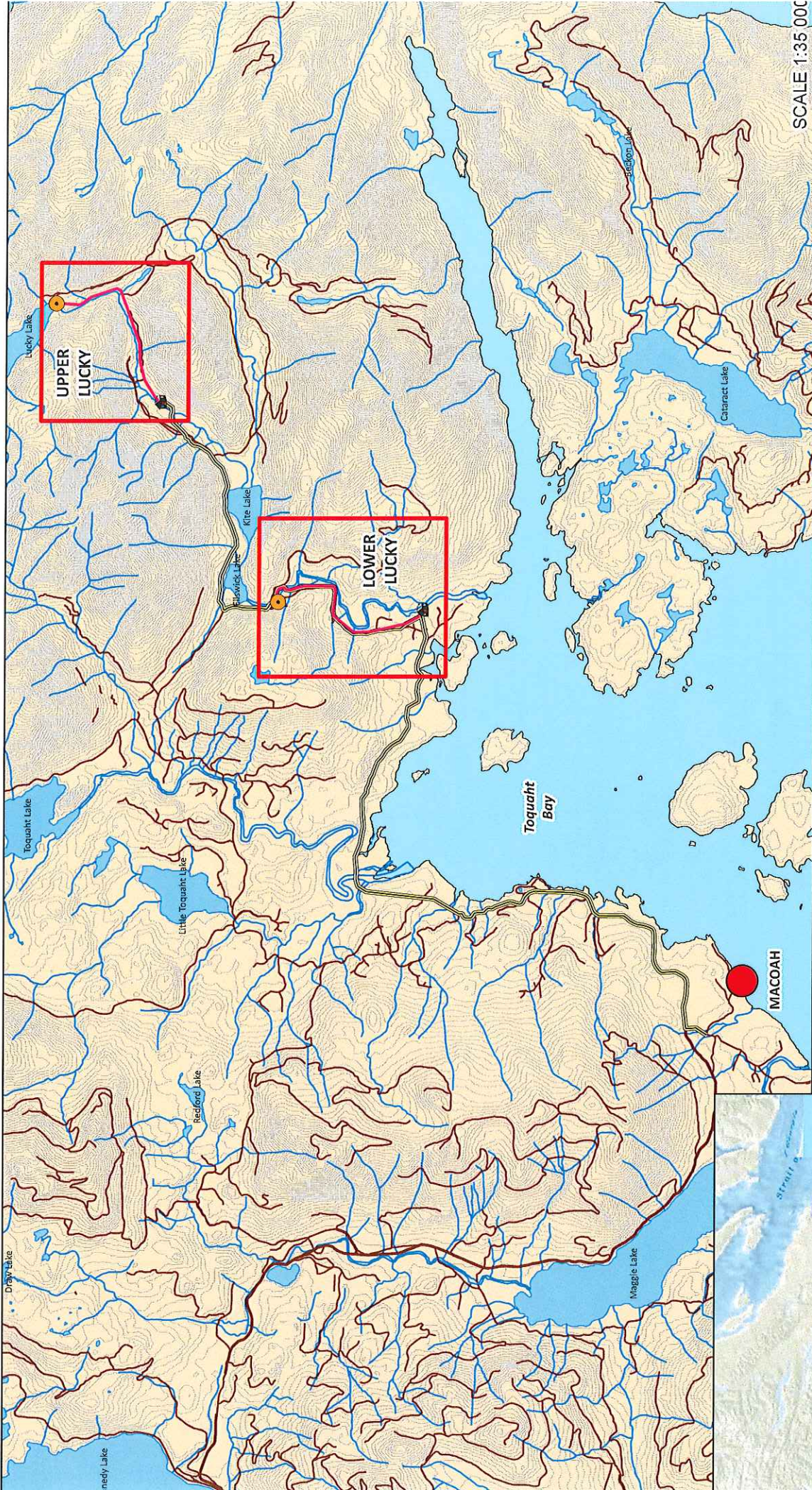


## PROFESSIONAL CERTIFICATION

Summit Power Management Inc. has prepared this Waterpower Development Plan (WPDP) on behalf of the Toquaht Nation, along with those Qualified Professionals (QP's) identified in the following table.

Qualified Professional			
Name	Accreditation and Professional Association #	Company	Area of Expertise
(E.) George Robison	P.Eng.	McMillen, LLC	Water Resources
Morton McMillen	P.Eng.	McMillen, LLC	Civil Design
Michael C. Wright	RPBio	M.C. Wright & Associates	Environmental
Chris Hudac	P.Eng.	Lewkowich Engineering Associates	Geotechnical
John Hessels	AScT	Lewkowich Engineering Associates	Geotechnical
Eric Sleigh	P.Eng.	Prime Engineering Ltd.	Electrical Engineer
Owen Grant		Baseline Archaeological Consultants	Archaeology





SCALE 1:35 000

### Map 1 - Lucky Creek Project Overview Map

Prepared For: Toquaht Nation Hydro  
Projects Assessment  
Prepared By: M.C. Wright and Associates Ltd.  
March 2014



Survey Datum: NAD 83, UTM 210  
Map Base: Digital TRIM

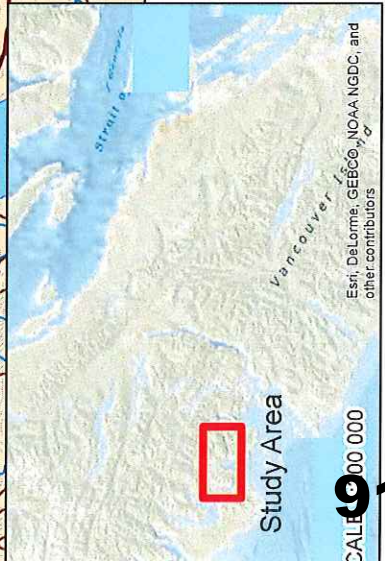
### Legend

- Powerhouse
- Intake
- Penstock
- Transmission Line
- Road
- TRIM River
- TRIM Lake



Study Area

SCALE 1:35 000



Esri, DeLorme, GEBCO, NOAA NGDC, and other contributors

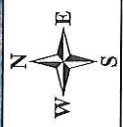




SCALE 1:8,000

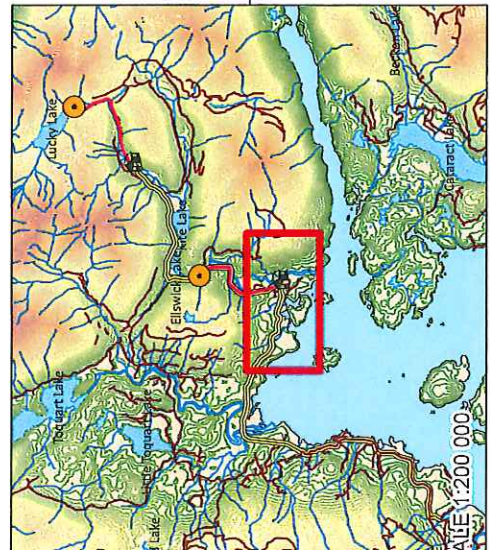
# Lucky Creek Small Hydro Project PRIVATE LAND HOLDINGS

Prepared For: Toquah National Park  
 Prepared By: M.C. Wright and Associates Ltd.  
 Project Assessment



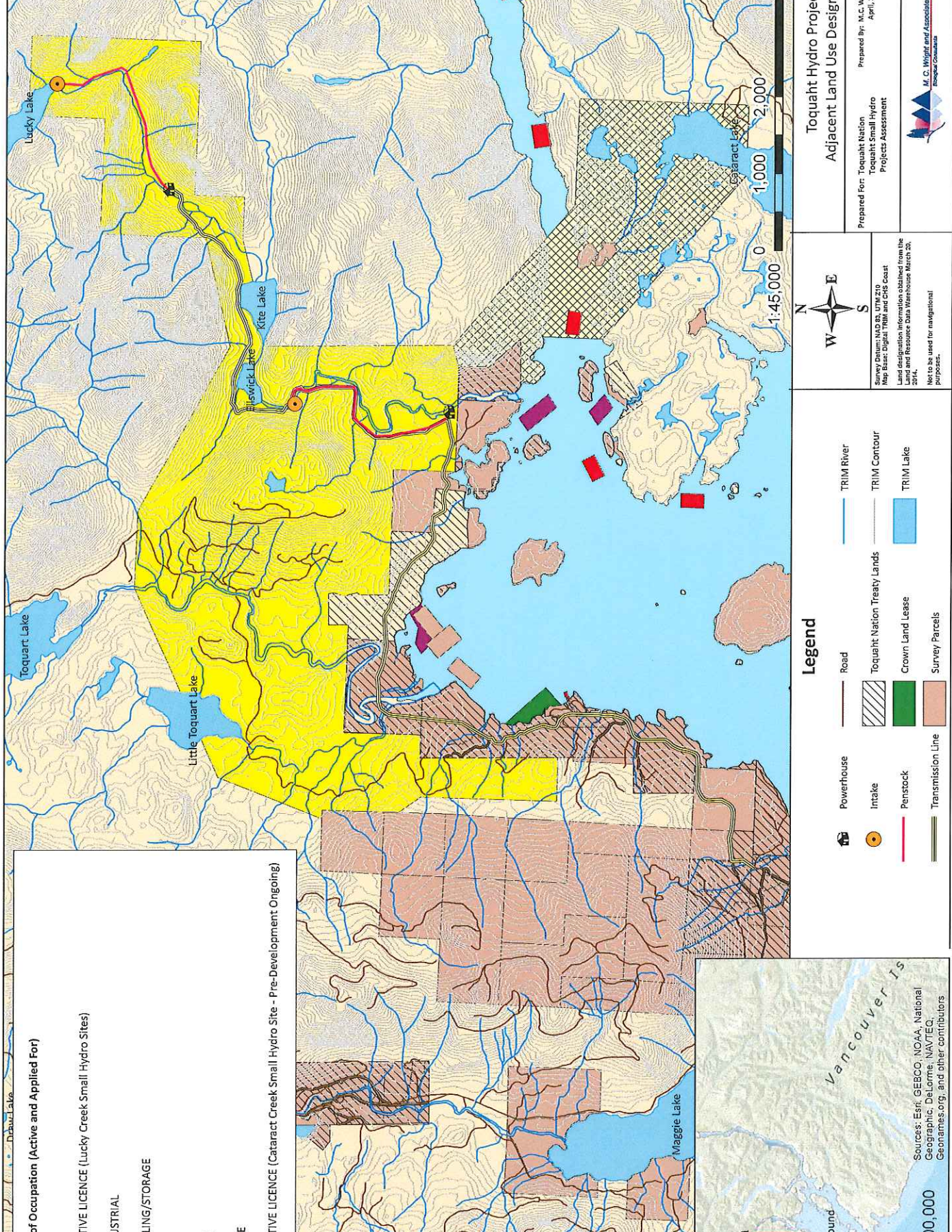
Survey Datum: NAD 83, UTM Z10  
 Map Base: Digital TRIM  
 Transsect and Profile locations  
 recorded with TRIMBLE PROBAR

- ### Legend
- Intake
  - Toquah Wilderness Resort Road
  - Transmission Line
  - Road
  - Penstock
  - TANTALIS - Surveyed Parcels
  - Powerhouse
  - Trail
  - TRIM Lake



SCALE 1:200,000





**Crown Land Licences of Occupation (Active and Applied For)**

Type	Description
Yellow	INVESTIGATIVE LICENCE (Lucky Creek Small Hydro Sites)
Orange	LIGHT INDUSTRIAL
Red	LOG HANDLING/STORAGE
Pink	MARINA
Purple	SHELL FISH
Blue	WATER LINE
Grid pattern	INVESTIGATIVE LICENCE (Cataract Creek Small Hydro Site - Pre-Development Ongoing)

**Legend**

Powerhouse	Road	TRIM River
Intake	Toquaht Nation Treaty Lands	TRIM Contour
Penstock	Crown Land Lease	TRIM Lake
Transmission Line	Survey Parcels	

**Scale**  
1:1,000,000

**STUDY AREA**

**Sources:** Esri, GEEBCO, NOAA, National Geographic, DeLorme, NAVTEC, Geonames.org, and other contributors

**Navigation:**  
N  
W  
E  
S

**Scale:**  
0 1,000 2,000 4,000  
Mete

**Survey Data:**  
Survey Datum: NAD 83, UTM Z10  
Map Base: Digital TRIM and CHS Coast  
Land designation information obtained from the Land and Resource Data Warehouse March 20, 2014.  
Not to be used for navigational purposes.

**Prepared For:** Toquaht Nation  
Toquaht Small Hydro  
Projects Assessment

**Prepared By:** M.C. Wright and Associates Ltd.  
April, 2014

**M.C. Wright and Associates Ltd.**  
Project Consultants



**TOQUAHT WILDERNESS RESORT LTD (TWR)**

399 Clubhouse Drive.,  
Courtenay, BC V9N 9G3

July 21, 2014

Chief Anne Mack  
Toquaht Nation  
PO Box 759  
Ucluelet, BC V0R 3A0

Dear Chief Mack

Re: Proposed Toquaht Nation Lucky Creek Micro-Hydro power station site & agreement to authorize a power line right-of-way across Lot 1516 Clayoquot LD.

This letter is to follow-up on our joint meeting held in my office on July 16, 2014 at which time Toquaht Nation Economic Development Officer, Kevin Mack and Economic Development Consultant, Rick Shafer, met with my team to review details on the planned Lucky Creek Micro-hydro project and related location of the proposed hydro power line across Toquaht Wilderness Resort Ltd. private properties.

As mentioned in our letter to you on May 20, 2014, we have no objections to the planned project including the use of the road system on our private property to access the project site and allow the required right-of-way to facilitate the construction of a power line along the road system across our property to link the new power generator at Lucky Creek to the end of BC Hydro's existing power grid near Macoah Village. As we have stated in the past, we believe this project will be a net benefit to the development in this area and the Alberni Clayoquot Regional District and both Vancouver Island and the Province of BC as a whole.

This letter also re-confirms our previous correspondence to BC Hydro where-in we have stated that Toquaht Wilderness Resort Ltd, supports the proposed Lucky Creek Micro-hydro project and will grant a right-of-way on our fee simple lands to cross District Lot 1516 Clayoquot LD – See attached sketch map which shows the approximate location outlined with black cross hatching.

Should you require any additional information or support, please do not hesitate to call me at 1-250-703-5007 or 1-250-334-7038.

Yours Truly,



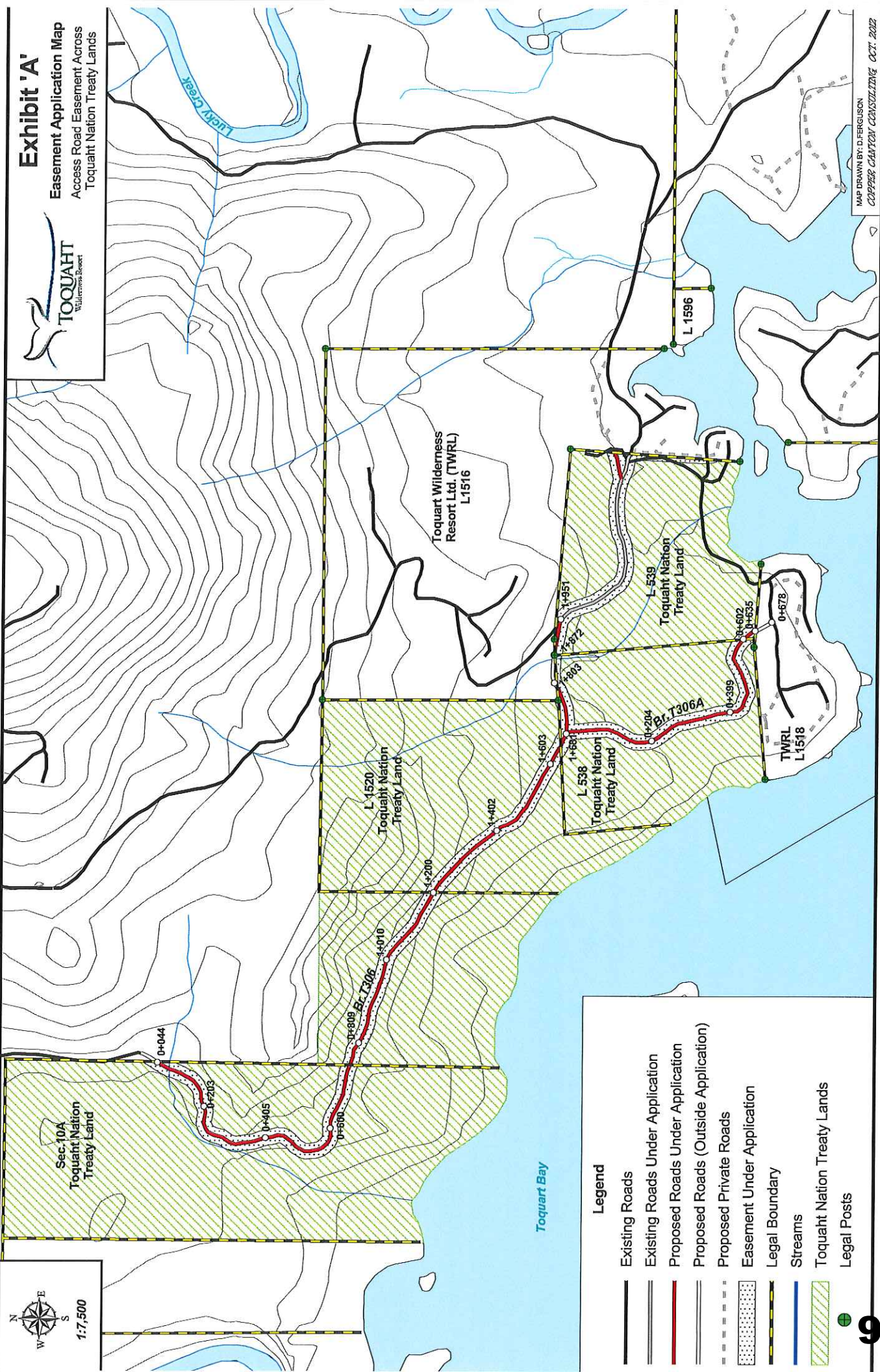
Ronald J. Coulson,  
President,  
Toquaht Wilderness Resort Ltd

Attachment – Site Map District Lot 1516 Cloquot.





**Exhibit 'A'**  
**Easement Application Map**  
 Access Road Easement Across  
 Toquaht Nation Treaty Lands



**Legend**

- Existing Roads
- Existing Roads Under Application
- Proposed Roads Under Application
- Proposed Roads (Outside Application)
- Proposed Private Roads
- Easement Under Application
- Legal Boundary
- Streams
- Toquaht Nation Treaty Lands
- Legal Posts

MAP DRAWN BY: D.FERGUSON  
 COPPER CANYON CONSULTING OCT. 2012



## MEMORANDUM

**TO:** AVICC Members

**FROM:** Councillor Cindy Solda, First Vice President

**DATE:** November 14, 2014

**RE:** **Private Managed Forest Lands Update**

In follow-up to the August 12, 2014 Member Release, AVICC has been working with key stakeholders regarding watershed protection on privately managed forest lands. A follow-up meeting was held October 20 with 20+ participants from local government (elected and staff), Ministry of Forest Lands and Natural Resource Operation (FLNRO), Private Forest Landowners Association (PFLA), Private Forest Land Council (PFLC), Vancouver Island Health Authority (VIHA) and industry (Islands Timberland and TimberWest). The action plan going forward is two fold.

The first is to create a smaller stakeholder group with staff representatives from VIHA, FLNRO, UBCM, AVICC, PFLA and PFLC to develop a terms of reference for a stakeholder working group that could be pulled together as needed to address local or regional concerns. The model would resemble the Regional Drinking Water Teams that have worked effectively in the past. The intention would be that it could address issues through the regular day-to-day responsibilities of the stakeholders involved.

The second is to address the need for education and awareness on the protections that are in place and the avenues open for addressing issues arising. The Managed Forest Council (legal name is Private Managed Forest Land Council) is the independent provincial agency established under the *Private Managed Forest Land Act* to administer the Managed Forest Program and protect key public environmental values on private managed forest land in British Columbia. They have been active participants in the July 3 and October 20 meetings and are in the process of developing an updated communication strategy to be able to respond.

AVICC Executive encourages regional districts to contact the Managed Forest Council to discuss offering an information session in your region for local government staff and elected officials. Executive has also invited the Managed Forest Land Council to bring forward a presentation proposal for the 2015 Convention in follow-up to sessions offered in the prior two years.



FOR IMMEDIATE RELEASE

November 12, 2014

### **FOOD HUB WILL HELP GROW NEW BUSINESS ON TEXADA**

COURTENAY – Gardeners, farmers, cooks, bakers, and other ‘home-based’ food producers on Texada Island will now have an opportunity to grow a business, thanks to an investment of \$22,100 from the Island Coastal Economic Trust. The funding will support the Texada Agriculture Group Society with the creation of a licensed commercial kitchen space called the Texada Food Hub.

The community kitchen incubator responds to small business and local entrepreneurship potential by providing licensed kitchen facilities, required for commercial sales, on a user-pay basis. Along with the expected equipment and materials, the site will also provide training and business development opportunities for users.

“Many of our larger food based businesses start as small business,” said ICET Chair Phil Kent. “The experience around BC with farmers markets and food processing incubator spaces has demonstrated that, given an opportunity to develop and market their products, many of these small and specialty food processors are able to grow and thrive.”

In recent years, the province of BC has seen a number of its niche food product companies succeed and reach new markets beyond their communities, including lucrative export markets.

“Many of our members are small enterprises without enough capital to invest in their own commercial kitchen, but they have great products with huge potential for local and regional commercial sales,” explains Linda Bruhn of the Texada Agriculture Group Society. “This type of business development is well aligned with our local values and enables us to build on our existing agriculture production.”

The Food Hub is expected to generate incremental economic activity through Island-based entrepreneurs selling products into local retailers, restaurants, and via internet-based retail and wholesale opportunities. The facility is expected to be fully operational by fall of 2015.

## **About the Island Coastal Economic Trust**

The Island Coastal Economic Trust is a \$50 million endowment established in 2006 by the Government of British Columbia to help diversify the economies of central and northern Vancouver Island and the Sunshine Coast.

ICET is guided by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials and MLAs and five appointees. This exceptional team of leaders collaborates to set regional priorities and build vital multi-regional networks.

Through a community-centred decision-making process, ICET has approved \$48 million for over 125 economic infrastructure and economic development readiness projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have leveraged more than \$270 million in incremental funding into the region.

A full overview of ICET can be found at [www.islandcoastaltrust.ca](http://www.islandcoastaltrust.ca)

-30-

### **For further information:**

Line Robert, CEO  
Island Coastal Economic Trust  
Tel. 250-871-7797, ext. 227  
[line.robert@islandcoastaltrust.ca](mailto:line.robert@islandcoastaltrust.ca)

Mayor Phil Kent, ICET Chair  
City of Duncan  
Tel. 250-709-0186  
[mayor@duncan.ca](mailto:mayor@duncan.ca)

Linda Bruhn, Treasurer  
Texada Agriculture Group  
Tel. 604-483-1471  
[texadasf@gmail.com](mailto:texadasf@gmail.com)

October 31, 2014

File No.: 0420-20

via e-mail: [premier@gov.bc.ca](mailto:premier@gov.bc.ca); [Minister.Transportation@gov.bc.ca](mailto:Minister.Transportation@gov.bc.ca);

The Honourable Christy Clark  
Premier of British Columbia  
PO Box 9041 Stn Prov Govt  
Victoria BC V8W 9E1

The Honourable Todd Stone, MLA  
Minister of Transportation and Infrastructure  
PO Box 9850, Stn Prov Govt  
Victoria BC V8W 9E2

Dear Premier Clark and Minister Stone:

**Re: Public Consultation re Coastal Ferry Contract for Performance Term 4 (2016-2020)**

Thank you both for meeting with the Regional District Chairs about coastal ferry service at the Union of BC Municipalities' annual convention. I was glad that the Premier invited us to meet again in November.

Over the next nine months, the Province will make funding decisions that will determine the future of BC Ferries and our coastal communities. By late June 2015, the Province will confirm how much funding it will provide to BC Ferries through the Coastal Ferry Services Contract in years 2016-2020. We hope you will engage British Columbians in this important decision.

We appreciate that Minister Stone wants to hold BC Ferries fare increases close to the level of inflation starting in 2016, but are deeply concerned that this will be too little, too late. With ferry fares scheduled to increase by 3.9% on April 1, 2015, residents, businesses and tourists will be increasingly dissuaded from ferry travel. Many fares have already increased well in excess of 100% over the past ten years. The Province needs to increase funding to BC Ferries so fares can come down and ridership can begin to recover. We expect that there will be strong interest from our communities in engaging with the Province about the appropriate amount of Provincial capital funding for provincial infrastructure projects such as ferries and terminals that are integral to coastal ferry system, and the appropriate level of cost recovery from fares and ancillary services.

On October 3, 2014, I wrote to the Select Standing Committee on Finance and Government Services on behalf of the Islands Trust Council to request that the Provincial government budget sufficient funding in 2015 and future years to:

- return BC Ferry fares to a level that would be in line with cost of living increases since enactment of the Coastal Ferries Act in 2003; and,
- fund BC Ferries costs, including capital costs, at a level that will keep future fare increases in line with, or lower than, the consumer price index while meeting essential transportation needs of ferry dependent communities.

By 2012-2013, BC Ferries' passengers were already contributing 109% of operating costs. With ferry passengers already paying for operating costs, adequate Provincial funding is needed for BC Ferries to fund upgrades to ferries and terminals. To us this seems straightforward. Non-coastal communities are not having debates about the Ministry of Transportation's responsibility to use taxpayer funds to pay for provincial capital projects that underpin BC's economy. As the Union of BC Municipalities' report *A Socioeconomic Impact Analysis of BC Ferries* revealed, investment in BC Ferries benefits the provincial economy.

As we understand it, the steps in deciding future BC Ferries fares are:

1. Currently, the Ferry Commission is taking three months to consult the public about BC Ferries' submission for the next performance term (2016-2020) as well as BC Ferries' 10 Year Capital Plan, and BC Ferries' Efficiency Plan for 2016-2020 and beyond.
2. By the end of March 2014, the BC Ferry Commissioner will make a determination regarding a preliminary price cap for fares for 2016-2020.
3. By the end of June 2015 the Province will decide how much funding to provide to BC Ferries through the Coastal Ferry Services Contract in years 2016-2020.
4. After June 2014, once the provincial contribution is known, the Ferry Commissioner will make a final decision about how much ferry fares will be increased or decreased 2016-2020.

The Provincial decision about how much to support coastal transportation 2016-2020 will determine the shape of our communities into the future. The BC Ferry Commission's current consultation, while welcome, does not offer the public any idea of the scale of upcoming fare increases. Accordingly, we request that in early 2015, once more information about the preliminary fare caps is known, the Ministry of Transportation and Infrastructure take a substantive amount of time to undertake a meaningful, robust public consultation process regarding future ferry fares and Provincial investment in the BC ferry system until 2020 or beyond. Our communities have a great deal of wisdom and experience to offer when consulted in a meaningful manner.

Thank you for considering this request.

Sincerely,



Sheila Malcolmson  
Chair, Islands Trust Council  
[smalcolmson@islandstrust.bc.ca](mailto:smalcolmson@islandstrust.bc.ca)

cc: Trust Area MLAs: Gary Holman, Saanich North and the Islands  
Don McRae, Comox Valley  
Doug Routley, Nanaimo – North Cowichan  
Nicholas Simons, Powell River – Sunshine Coast  
Michelle Stilwell, Parksville – Qualicum  
Jordan Sturdy, West Vancouver – Sea to Sky, and Parliamentary Secretary to the  
Minister of Transportation and Infrastructure for Transportation  
The Honourable Shirley Bond, Minister of Jobs, Tourism and Skills Training  
Gord Macatee, BC Ferry Commissioner  
Mike Corrigan, President and CEO, BC Ferry Services Inc.  
Ferry Advisory Committee Chairs c/o Trustee Alison Morse and Brian Hollingshead  
Bowen Island Municipality  
Coastal Regional District Chairs c/o Powell River Regional District Chair Colin Palmer  
Association of Vancouver Island Coastal Communities members  
Union of BC Municipalities Select Committee on BC Ferries  
Islands Trust Council  
Islands Trust website





November 14, 2014

Cindy Solda, Chair  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni BC V9Y 2E3

Reference: 230128

Dear Chair Solda:

**Re: Thank You**

Thank you for taking the time to meet with me at this fall's Union of British Columbia Municipalities (UBCM) Convention in Whistler. I am glad we had the chance to discuss your request for the construction of a new highway connecting Port Alberni to Highway 19, and your interest in the expansion of the runway for the Alberni Valley Regional Airport (AVRA). Thank you, as well, for the letter sent by the Regional District following up on our meeting.

Each year, UBCM offers us new opportunities to learn from each other and find ways to help the people we represent. Meetings like ours focus attention on the issues that matter most to B.C. communities. They also renew the productive relationships that will lead to safer, healthier and more prosperous communities.

I found our meeting constructive, and I know your constituents would appreciate the dedication you and your team showed in ensuring their voices were heard. I have asked ministry staff to follow up with you directly to discuss the proposed highway connector in more detail, and to provide you with more information about the ministry's 10-year transportation plan. I understand ministry staff provided your office with information about the New Building Canada Fund – Small Communities Fund Program. Please do not hesitate to contact staff directly should you require assistance in completing your application to support the Alberni Valley Regional Airport.

Keeping B.C.'s transportation network strong will require cooperation and vision. As our two teams work together, I am confident we can look forward to a new year of progress.

.../2

Thank you again for taking the time to meet with me.

Sincerely,



Todd G. Stone  
Minister

Copy to: Honourable Coralee Oakes  
Minister of Community, Sport and Cultural Development  
MLA, Cariboo North

Grant Main, Deputy Minister

Deborah Bowman, Assistant Deputy Minister  
Transportation Policy and Programs Department

Dave Duncan, Assistant Deputy Minister  
Highways Department

Kevin Richter, Assistant Deputy Minister  
Infrastructure Department

RECEIVED  
NOV 14 2014



NOV 10 2014

Cindy Solda, Chair  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni BC V9Y 2E3

Reference: 230834

Dear Chair Solda *CINDY*

**Re: Thank You for Your Input**

Thank you for taking the time to meet with me and Ministry of Transportation and Infrastructure staff this past September.

The opportunity to hear your feedback was an important factor in our collection of initial input for the Vancouver Island component of B.C. on the Move, the Ministry of Transportation and Infrastructure's Ten Year Transportation Plan. Your contributions were appreciated, and will be considered by ministry staff as the new plan is developed.

Since we met, a discussion guide for the public engagement phase of BC on the Move was developed. I encourage you to review the guide, and to provide any additional feedback you may have as a result via the online survey or through the other methods noted online at <http://engage.gov.bc.ca/transportationplan/>.


A copy of the Discussion Guide for B.C. on the Move can be found at:  
[http://engage.gov.bc.ca/transportationplan/files/2014/10/BContheMove\\_DiscussionGuide\\_October-8\\_Web.pdf](http://engage.gov.bc.ca/transportationplan/files/2014/10/BContheMove_DiscussionGuide_October-8_Web.pdf).

If you have questions or concerns, or should you wish to meet again directly with Ministry of Transportation and Infrastructure staff, please do not hesitate to contact Norm Parkes, Executive Director of Highways for the ministry. Mr. Parkes can be reached in Victoria at 250 387-0159 or by e-mail at [Norm.Parkes@gov.bc.ca](mailto:Norm.Parkes@gov.bc.ca) and would be pleased to hear from you.

.../2

Thank you again for taking the time to meet.

Sincerely,



Jordan Sturdy  
Parliamentary Secretary to the Minister of Transportation and Infrastructure  
MLA, West Vancouver-Sea to Sky

Copy to: Norm Parkes  
Executive Director, Highways Department  
Ministry of Transportation and Infrastructure



## **REQUEST FOR DECISION**

**To:** Board of Directors

**From:** Teri Fong, CPA, CGA, Manager of Finance

**Meeting Date:** November 26, 2014

**Subject:** 2014 to 2018 Financial Plan Amendment Bylaw

---

### **Recommendation:**

**That the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".**

**That the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".**

**That the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".**

**That the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1".**

### **Desired Outcome:**

To amend the 2014 to 2018 Financial Plan to reflect expenditures approved by the Board throughout the year.

### **Summary:**

There were two projects in 2014 that required budget amendments:

1. The Millstream Water System upgrades including connection to the District of Ucluelet.
2. The Alberni Valley Regional Airport runway extension study and detailed design.

### **Background:**

The Millstream Water System project was approved by the Board of Directors on August 13, 2014. The increase in funding was required as the tenders for the project had come in \$50,000 over budget. The Board decided to proceed as it is a necessary upgrade for the system and determined that the additional funding would come from the following sources:

1. \$30,000 from the Electoral Area Administration's Gas Tax Funding
2. \$20,000 from the Millstream Water System's capital reserve

The Alberni Valley Regional Airport runway extension study was approved by the Board of Directors on June 25, 2014 at the recommendation of the Alberni Valley Committee. The cost of the study was budgeted to be \$20,000 with a contribution from Coulson Airplane Ltd. of \$5,000. Upon conclusion of

the study, the Board of Directors approved the detailed design of the extension at the October 22, 2014 Board meeting. The budget for this design component is \$50,000 making the necessary budget amendment \$70,000. The funding for this project will come from the capital reserve fund and the contribution from Coulson Airplane Ltd has also been reflected in the budget amendment.

**Time Requirements – Staff & Elected Officials:**

Some staff time has been required to draft the amending bylaw and distribution to appropriate agencies will be required upon adoption of the bylaw.

**Financial:**


There are no financial implications to the 2014 tax requisitions or parcel taxes due to these amendments. This amendment will impact the capital reserve funds and gas tax funding available for carry forward to future years.

**Policy or Legislation:**

The Local Government Act Section 815(2) provides the authority to amend a financial plan bylaw.



Submitted by: \_\_\_\_\_  
Teri Fong, CPA, CGA, Manager of Finance



Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer





Regional District of Alberni-Clayoquot

**Bylaw F1109-1**

**A Bylaw to amend the 2014 to 2018 Financial Plan**

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**WHEREAS** the Regional District Board is prescribed to adopt, by bylaw, a five year financial plan on an annual basis under provisions of the *Local Government Act*;

**AND WHEREAS** the Regional District Board has adopted a five year financial plan bylaw cited as “2014 to 2018 Financial Plan Bylaw No. F1109”;

**AND WHEREAS** the Regional District deems it necessary to amend Bylaw F1109 to reflect 2014 expenditures approved by the Board;

**NOW THEREFORE** the Alberni-Clayoquot Regional District Board of Directors in open meeting assembled, enacts as follows:

1. Schedule “A” attached hereto and forming part of this Bylaw is the amendment to the 2014 to 2018 Financial Plan.
2. The 2014 to 2018 Financial Plan is hereby amended by replacing the following pages of Schedule “A”, attached to and forming part of this bylaw:
  - a. Pages 20 and 21, being the Financial Plan for Electoral Area Administration;
  - b. Pages 30 and 31, being the Financial Plan for the Alberni Valley Regional Airport;
  - c. Pages 53 and 54, being the Financial Plan for Millstream Water System.
3. This Bylaw may be cited as “**2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1**”.

Read a first time this                      day of                      ,                      2014.

Read a second time this                      day of                      ,                      2014.

Read a third time this                      day of                      ,                      2014.

ADOPTED this    day of                      2014.



Certified true and correct copy of  
**“Bylaw F1109-1, 2014 to 2018  
Financial Plan Amendment Bylaw.”**

The Corporate seal of the Regional  
District of Alberni-Clayoquot was  
hereto affixed in the presence of:

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Chairperson



**ALBERNI CLAYOQUOT REGIONAL DISTRICT**

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# 2014-2018 FINANCIAL PLAN AMENDMENT

Schedule "A" to Bylaw No.  
F1109-1



ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
 2014-2018 FINANCIAL PLAN  
 ELECTORAL AREA ADMINISTRATION  
 PARTICIPANTS: ELECTORAL AREAS

Draft for third reading  
 on March 26, 2014

Line	History			Budget					Line
	2013 ACTUAL	2013 PLAN		2014	2015	2016	2017	2018	
<b>REVENUE</b>									
1	\$ 18,656	\$ 18,701	Surplus (deficit) from prior years	\$ 13,560	\$ -	\$ -	\$ -	\$ -	1
2	2,027,487	2,028,436	Committed surplus from prior year	1,684,151	253,730	-	2,270	-	2
3	73,299	73,299	Tax requisition	101,940	89,600	89,700	114,800	89,900	3
4	2,298	500	Grant in lieu of taxes	500	500	500	500	500	4
5	451,882	452,069	Federal government grant	-	-	-	-	-	5
6	25,812	10,000	Other sources	10,000	8,000	4,000	-	-	6
7	<b>\$ 2,599,434</b>	<b>\$ 2,583,005</b>	<b>TOTAL REVENUE</b>	<b>\$ 1,810,151</b>	<b>\$ 351,830</b>	<b>\$ 91,930</b>	<b>\$ 115,300</b>	<b>\$ 90,400</b>	7
<b>EXPENDITURES</b>									
8	\$ 35,000	\$ 35,000	Administration charge	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	8
9	5,024	7,500	Elections & referenda	30,000	5,000	5,000	30,000	5,000	9
10	461	1,000	Area 'A' - Bamfield administration	1,000	1,000	1,000	1,000	1,000	10
11	92	1,000	Area 'B' - Beaufort administration	1,000	1,000	1,000	1,000	1,000	11
12	-	1,000	Area 'C' - Long Beach administration	1,000	1,000	1,000	1,000	1,000	12
13	1,213	2,000	Area 'D' - Sproat Lake administration	2,000	2,000	2,000	2,000	2,000	13
14	124	1,000	Area 'E' - Beaver Creek administration	1,000	1,000	1,000	1,000	1,000	14
15	328	2,000	Area 'F' - Cherry Creek administration	3,000	2,000	2,000	2,000	2,000	15
16	10,673	10,000	AVICC dues & convention expenses	10,000	10,000	10,000	10,000	10,000	16
17	24,158	28,000	UBCM dues & convention expenses	28,000	28,000	28,000	28,000	28,000	17
18	3,620	4,000	Labour & benefits	4,000	4,100	4,200	4,300	4,400	18
19			<i>Gas tax initiatives</i>						19
20	38,107	482,851	Bamfield water system upgrades	444,744	-	-	-	-	20
21	12,693	25,000	Beaver Creek Community Club	12,307	-	-	-	-	21
22	753,874	967,600	Beaver Creek water system upgrades	213,726	-	-	-	-	22
23	-	-	Bell Road/Stuart Avenue water system	-	264,000	-	-	-	23
24	-	45,000	Cherry Creek Waterworks District	385,000	-	-	-	-	24
25	-	250,000	Long Beach Airport water system upgrades	250,000	-	-	-	-	25
26	16,356	121,000	Millstream Water System	134,644	-	-	-	-	26
27	-	-	Other gas tax rebate initiatives	-	-	1,730	-	-	27
28	821,030	1,891,451	Total gas tax initiatives	1,440,421	264,000	1,730	-	-	28
29	<b>\$ 901,723</b>	<b>\$ 1,983,951</b>	<b>TOTAL EXPENDITURES</b>	<b>\$ 1,556,421</b>	<b>\$ 354,100</b>	<b>\$ 91,930</b>	<b>\$ 115,300</b>	<b>\$ 90,400</b>	29



ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
 2014-2018 FINANCIAL PLAN  
 ELECTORAL AREA ADMINISTRATION (continued)  
 PARTICIPANTS: ELECTORAL AREAS

Draft for third reading  
 on March 26, 2014

		History		Budget					
		2013	2013	2014	2015	2016	2017	2018	
Line									Line
30	\$ 1,697,711	\$ 599,054	<b>FINANCIAL PLAN BALANCE</b>	\$ 253,730	-\$ 2,270	\$ -	\$ -	\$ -	30
31	<u>2,046,143</u>	<u>2,047,137</u>	Deduct: Surplus from previous year	<u>1,697,711</u>	<u>253,730</u>	<u>-</u>	<u>2,270</u>	<u>-</u>	31
32	<u>-\$ 348,432</u>	<u>-\$ 1,448,083</u>	<b>ANNUAL SURPLUS/(DEFICIT)</b>	<u>-\$ 1,443,981</u>	<u>-\$ 256,000</u>	<u>\$ 2,270</u>	<u>\$ -</u>	<u>\$ -</u>	32



**ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
2014-2018 FINANCIAL PLAN  
ALBERNI VALLEY REGIONAL AIRPORT  
PARTICIPANTS: PORT ALBERNI, ELECTORAL AREAS 'B', 'D', 'E', and 'F'**

Draft for third reading  
on March 26, 2014

Line	History			Budget					Line
	2013 ACTUAL	2013 PLAN		2014	2015	2016	2017	2018	
<b>REVENUE</b>									
1	\$ 34,115	\$ 34,072	Surplus (deficit) from prior years	\$ 15,026	\$ -	\$ -	\$ -	\$ -	1
2	30,427	30,428	Tax requisition	49,474	49,280	49,566	49,857	50,154	2
3	464	500	Grant in lieu of taxes	-	-	-	-	-	3
4	71,289	60,000	Sales of services	63,000	63,000	63,000	63,000	63,000	4
5	36,539	30,000	Other sources	35,000	30,000	30,000	30,000	30,000	5
6	<b>\$ 172,834</b>	<b>\$ 155,000</b>	<b>TOTAL REVENUE</b>	<b>\$ 162,500</b>	<b>\$ 142,280</b>	<b>\$ 142,566</b>	<b>\$ 142,857</b>	<b>\$ 143,154</b>	6
<b>EXPENDITURES</b>									
7	\$ 10,000	\$ 10,000	Administration charge	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	7
8			<i>Airport operation</i>						8
9	-	5,000	Consulting & legal	1,000	1,000	1,000	1,000	1,000	9
10	62,875	56,000	Fuel system operation	56,000	56,000	56,000	56,000	56,000	10
11	-	-	GPS maintenance	-	5,000	5,000	5,000	5,000	11
12	3,359	4,000	Insurance	4,000	4,000	4,000	4,000	4,000	12
13	10,179	7,000	Labour & benefits	11,000	11,220	11,444	11,673	11,907	13
14	1,910	4,000	Office & weather station	3,000	3,060	3,121	3,184	3,247	14
15	12,900	14,000	Operation contracts	14,000	13,500	13,500	13,500	13,500	15
16	18,902	20,000	Repairs & maintenance	20,000	10,000	10,000	10,000	10,000	16
17	3,995	3,000	Utilities	4,500	4,500	4,500	4,500	4,500	17
18	50	2,000	Water system operation	2,000	2,000	2,000	2,000	2,000	18
19	114,170	115,000	Total airport operation	115,500	110,280	110,566	110,857	111,154	19
20	33,638	30,000	Capital fund contribution	35,000	20,000	20,000	20,000	20,000	20
21	<b>\$ 157,808</b>	<b>\$ 155,000</b>	<b>TOTAL EXPENDITURES</b>	<b>\$ 162,500</b>	<b>\$ 142,280</b>	<b>\$ 142,566</b>	<b>\$ 142,857</b>	<b>\$ 143,154</b>	21
22	\$ 15,026	\$ -	<b>FINANCIAL PLAN BALANCE</b>	\$ -	\$ -	\$ -	\$ -	\$ -	22
23	33,638	30,000	Add: Transfer to reserves	35,000	20,000	20,000	20,000	20,000	23
24	18,468	16,000	Deduct: Estimated amortization not included	16,000	16,000	16,000	16,000	16,000	24
25	34,115	34,072	Surplus from previous year	15,026	-	-	-	-	25
26	<b>-\$ 3,919</b>	<b>-\$ 20,072</b>	<b>ANNUAL SURPLUS/(DEFICIT)</b>	<b>\$ 3,974</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	26



ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
 2014-2018 FINANCIAL PLAN  
 ALBERNI VALLEY REGIONAL AIRPORT (continued)  
 PARTICIPANTS: PORT ALBERNI, ELECTORAL AREAS 'B', 'D', 'E', and 'F'

Draft for third reading  
 on March 26, 2014

Line	History			Budget					Line
	2013 ACTUAL	2013 PLAN		2014	2015	2016	2017	2018	
	<b>CAPITAL FUND</b>								
27	\$ 314,266	\$ 314,266	Balance, beginning of year	\$ 315,148	\$ 150,548	\$ 127,248	\$ 103,648	\$ 79,748	27
28	30,000	30,000	Contribution from operating fund	35,000	20,000	20,000	20,000	20,000	28
29	3,652	3,600	Interest earnings	2,900	1,700	1,400	1,100	800	29
30	<i>Less - capital expenditures</i>								30
31	-	7,500	Line painting & crack sealing	7,500	5,000	5,000	5,000	5,000	31
32	6,267	10,000	Drainage improvements & ditching	10,000	-	-	-	-	32
33	2,018	10,000	Fencing & access	30,000	-	-	-	-	33
34	-	-	GPS system	50,000	-	-	-	10,000	34
35	-	-	Infrastructure	-	40,000	40,000	40,000	40,000	35
36	15,297	30,000	Road construction	10,000	-	-	-	-	36
37	-	-	Runway extension study & design	70,000	-	-	-	-	37
38	4,299	5,000	Signage improvements	5,000	-	-	-	-	38
39	4,889	20,000	Tree clearing/brushing	20,000	-	-	-	-	39
40	<u>32,770</u>	<u>82,500</u>	Total capital expenditures	<u>202,500</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>55,000</u>	40
41	<u>\$ 315,148</u>	<u>\$ 265,366</u>	<b>BALANCE, END OF YEAR</b>	<u>\$ 150,548</u>	<u>\$ 127,248</u>	<u>\$ 103,648</u>	<u>\$ 79,748</u>	<u>\$ 45,548</u>	41





**ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
2014-2018 FINANCIAL PLAN  
MILLSTREAM WATER SYSTEM  
PARTICIPANTS: PORTION OF ELECTORAL AREA 'C'**

Draft for third reading  
on March 26, 2014

Line	History			Budget					Line
	2013 ACTUAL	2013 PLAN		2014	2015	2016	2017	2018	
<b>REVENUE</b>									
1	\$ 904	-\$ 140	Surplus (deficit) from prior years	-\$ 496	\$ -	\$ -	\$ -	\$ -	1
2	31,175	31,000	Sale of service	31,000	31,000	31,000	31,000	31,000	2
3	16,356	121,000	Transfer of Gas Tax	134,644	-	-	-	-	3
4	1,336	-	Other sources	-	-	-	-	-	4
5	<b>\$ 49,771</b>	<b>\$ 151,860</b>	<b>TOTAL REVENUE</b>	<b>\$ 165,148</b>	<b>\$ 31,000</b>	<b>\$ 31,000</b>	<b>\$ 31,000</b>	<b>\$ 31,000</b>	5
<b>EXPENDITURES</b>									
6	\$ 5,000	\$ 5,000	Administrative charge	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	6
7	5,836	4,500	Capital fund contribution from operating	1,000	4,500	4,500	4,500	4,500	7
8	16,356	121,000	Capital fund contribution from grants	134,644	-	-	-	-	8
9	-	-	Insurance	2,200	2,200	2,200	2,200	2,200	9
10	5,315	6,000	Labour and related costs	7,000	7,100	7,200	7,300	7,400	10
11	-	-	Materials & repairs/maintenance	4,304	1,200	1,100	1,000	900	11
12	17,760	15,360	Operating costs	-	-	-	-	-	12
13	-	-	Operations contract	11,000	11,000	11,000	11,000	11,000	13
14	-	-	Utilities	1,000	1,000	1,000	1,000	1,000	14
15	<b>\$ 50,267</b>	<b>\$ 151,860</b>	<b>TOTAL EXPENDITURES</b>	<b>\$ 165,148</b>	<b>\$ 31,000</b>	<b>\$ 31,000</b>	<b>\$ 31,000</b>	<b>\$ 31,000</b>	15
<b>FINANCIAL PLAN BALANCE</b>									
16	-\$ 496	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	16
17	22,192	4,500	Add: Transfer to reserves	1,000	4,500	4,500	4,500	4,500	17
18	16,478	16,000	Deduct: Estimated amortization not included	16,000	16,000	16,000	16,000	16,000	18
19	904	- 140	Surplus from previous year	- 496	-	-	-	-	19
20	<b>\$ 4,314</b>	<b>-\$ 11,360</b>	<b>ANNUAL SURPLUS/(DEFICIT)</b>	<b>-\$ 14,504</b>	<b>-\$ 11,500</b>	<b>-\$ 11,500</b>	<b>-\$ 11,500</b>	<b>-\$ 11,500</b>	20



ALBERNI-CLAYOQUOT REGIONAL DISTRICT  
 2014-2018 FINANCIAL PLAN  
 MILLSTREAM WATER SYSTEM (continued)  
 PARTICIPANTS: PORTION OF ELECTORAL AREA 'C'

Draft for third reading  
 on March 26, 2014

Line	History			Budget					Line
	2013 ACTUAL	2013 PLAN		2014	2015	2016	2017	2018	
	<b>CAPITAL FUND</b>								
21	\$ 132,905	\$ 132,905	Balance, beginning of year	\$ 139,099	\$ 80,599	\$ 76,099	\$ 71,499	\$ 66,899	21
22	4,500	4,500	Contribution from operating fund	1,000	4,500	4,500	4,500	4,500	22
23	16,356	121,000	Contribution from grants	134,644	-	-	-	-	23
24	1,694	600	Interest earnings	500	1,000	900	900	800	24
25			<i>Less - capital expenditures</i>						25
26	-	53,000	Reservoir cleaning	40,000	-	-	-	-	26
27	16,356	121,000	Supply and distribution system upgrades	154,644	10,000	10,000	10,000	10,000	27
28	-	-	Water study	-	-	-	-	-	28
29	16,356	174,000	Total capital expenditures	194,644	10,000	10,000	10,000	10,000	29
30	<b>\$ 139,099</b>	<b>\$ 85,005</b>	<b>BALANCE, END OF YEAR</b>	<b>\$ 80,599</b>	<b>\$ 76,099</b>	<b>\$ 71,499</b>	<b>\$ 66,899</b>	<b>\$ 62,199</b>	30



## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Teri Fong, CPA, CGA, Manager of Finance  
**Meeting Date:** November 26, 2014  
**Subject:** Coastal Community Credit Union Lease

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**Recommendation:**

**That the Board of Directors approve an extension to the Coastal Community Credit Union Lease under the same terms and conditions for a 15 month period ending November 30, 2016.**

**Desired Outcome:**

To continue to lease surplus office space on the lower floor of the Regional District office.

**Summary:**

Staff has received a request from Kel Koutecky, Senior Manager, Premises, Coastal Community Credit Union to extend the existing lease by 15 months to provide the Credit Union an opportunity to review a consolidation of its Alberni Valley business locations. The extension would allow them to synchronize the expiry dates of their leases and would be helpful in performing their review.

**Background:**

The Credit Union has been a tenant of the Regional District's since the purchase of the building in 1993 and has been excellent tenants. The current lease expires on August 31, 2015.

**Time Requirements – Staff & Elected Officials:**

Minimal time requirements will be involved in extending this lease. Significant time will be required in determining the future use of this portion of the building should the Credit Union choose to not renew the lease in 2016.

**Financial:**

The Credit Union lease generates \$35,207.04 per year in revenue for General Government. They also pay a percentage of the buildings hydro, based on square footage, as well as property taxes due to the commercial nature of their business.

Submitted by: \_\_\_\_\_

Teri Fong, CPA, CGA, Manager of Finance

Approved by: \_\_\_\_\_

Russell Dyson, Chief Administrative Officer



## **REQUEST FOR DECISION**

**To:** Board of Directors

**From:** Teri Fong, CPA, CGA, Manager of Finance

**Meeting Date:** November 26, 2014

**Subject:** Franklin River Road Fire Protection – Temporary Extension of Service Agreement

---

### **Recommendation:**

**That the Board of Directors approve an extension to the Franklin River Road Service Area Fire Protection Agreement with the City of Port Alberni under the same terms and conditions on a month to month basis for a period not exceeding six months and authorize the Chairperson and Chief Administrative Officer to sign the extension agreement.**

### **Desired Outcome:**

To consult with property owners of the service area before determining the future of the fire protection service.

### **Summary:**

The current five year agreement with the City of Port Alberni is set to expire on December 13, 2014. The City of Port Alberni has requested that changes be made to the agreement before the renewal as they intend to discontinue the maintenance of their Water Tender truck that is utilized to service the properties in the service area. A letter has been sent to all service area property owners to ensure that the new proposed agreement still meets expectations and to make certain that the property owners are aware of any implications to their insurance rates. Staff will meet with the property owners on Thursday, December 4, 2014, 6:30pm in the Regional District Board Room to discuss the future of structural fire protection in the area.

In order to accommodate appropriate consultation, staff requested from the City of Port Alberni an extension of the current agreement. City of Port Alberni Council will consider this request at their meeting on November 24<sup>th</sup>.

Cherry Creek Director, Lucas Banton, has been involved in the discussions to date and supports the direction of staff.

### **Background:**

The Franklin River Road Fire Protection Service was established, as a result of a petition from the area residents, in 2009. Upon the creation of the service the ACRD entered into a five year agreement with the City of Port Alberni to provide structural fire protection and medical first responder services to the area. In 2013 residents were concerned with the rising costs of the services and the ACRD requested that the fee structure for fire protection services from the City be revisited. That same year City of Port

Alberni Council also decided to not replace the Water Tender truck that is currently used to service the Franklin River Road area impacting the future level of service that the City is able to provide.

**Time Requirements – Staff & Elected Officials:**

Staff time has been required to work with the City of Port Alberni staff on this agreement as well as to correspond with the property owners. Further staff time will be required based on the direction provided by the Board after consultation with the property owners in the service area.

**Financial:**

The Franklin River Road Fire Protection Service had a residential tax rate in 2014 of \$2.22 per thousand of assessed value. To reflect the decrease in service the City of Port Alberni will remove the 100% surcharge that was in the original agreement as a result of the extra costs of the Water Tender truck thereby decreasing the overall cost of the service in the future. Under the new proposed agreement the residential tax rate for 2014 would have been \$1.7031 per thousand of assessed value.

**Options Considered:**

Consultation with the property owners of the area will be utilized to consider options regarding the future of the Franklin River Road Fire Protection Service.



Submitted by: \_\_\_\_\_  
Teri Fong, CPA, CGA, Manager of Finance



Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer



**EXTENSION OF AGREEMENT**

Dated for reference the 24<sup>th</sup> day of November, 2014

BETWEEN:

**CITY OF PORT ALBERNI**  
4850 Argyle Street  
Port Alberni, BC V9Y 1V8

(the "City")  
OF THE FIRST PART

AND:

**REGIONAL DISTRICT OF ALBERNI CLAYOQUOT**  
3008 Fifth Avenue  
Port Alberni, British Columbia, V9Y 2E3

(the "ACRD")  
OF THE SECOND PART

The City and ACRD hereby agree to extend the term of the Agreement for provision of structural fire protection and medical first responder services to the Franklin River Road Service Area.

The extension shall be on a month to month basis for a period not exceeding six months beyond expiry of the current Agreement. All other terms and conditions of the Agreement shall remain in effect.

**CITY OF PORT ALBERNI**  
By its authorized signatories

**ALBERNI CLAYOQUOT REGIONAL DISTRICT**  
By its authorized signatories

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Name:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Name:

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## REQUEST FOR DECISION

**To:** Board of Directors  
**From:** Teri Fong, CPA, CGA, Manager of Finance  
**Meeting Date:** November 26, 2014  
**Subject:** Regional District Leak Policy

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### Recommendation:

**That the Board of Directors of the Alberni-Clayoquot Regional District:**

- 1. Rescind the Bamfield Water System Leak Policy dated October 26, 2011.**
- 2. Rescind the Beaver Creek Improvement District Overage Policy dated June 16, 2003.**
- 3. Adopt the new Leak Policy dated November 26, 2014 as presented.**

### Desired Outcome:

To have one policy for both the Bamfield and Beaver Creek Water Systems that staff can utilize when responding to leak adjustment requests from property owners.

### Summary:

Currently the two metered water systems in the Regional District treat leak adjustment requests differently. For ease of administration, staff would like to have one policy that is consistently applied to our services. The draft policy was presented to both the Bamfield and Beaver Creek Advisory Committees for comment.

The Bamfield Water System policy was adopted by the Board in 2011 based on a recommendation from the Bamfield Water Committee. The Bamfield policy states that there is no forgiveness for delivery of unnecessary services unless the leak is due to the failure of ACRD utility equipment or an error in the reading of the meter. This policy has caused some difficulties for staff and the Committee as it has created undue hardship for some property owners. When the proposed policy was presented to the Committee they discussed multiple other options but in the end they supported the policy drafted by staff.

The Beaver Creek Water System is still operating off of the Beaver Creek Improvement District Overage Policy from 2003 that allowed for a one-time total forgiveness of an overage. This policy is used frequently by property owners and staff estimates that we receive between three to six requests per quarter for forgiveness's. When the proposed policy was presented to the Committee they supported the policy drafted by staff with the exception that they would like the time frame for the second adjustment to be five years instead of three years.

Currently these two policies are at opposite ends of the spectrum with one providing total forgiveness and the other providing no forgiveness. Staff wants to have one policy that allows for some forgiveness but still places responsibility on the property owner for proper maintenance of their water

infrastructure.

**Time Requirements – Staff & Elected Officials:**

Under either the old or the new policy, some staff time is required to respond to requests as they are received by property owners.

**Financial:**

The financial impact of this policy will have opposite effects on the two water systems. In Bamfield the new policy will decrease the amount of revenue but the impact is unknown as the number and amount of the leak adjustments cannot be predicted. In Beaver Creek the new policy will increase the amount of revenue but again the impact is unknown.

**Options Considered:**

The Board may want to consider the Beaver Creek Water Advisory Committee’s recommendation of changing the second adjustment period to five years instead of three years.



Submitted by: \_\_\_\_\_  
Teri Fong, CPA, CGA, Manager of Finance



Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer

Alberni-Clayoquot Regional District  
LEAK POLICY

Policy Issued by:  
Date Adopted:

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***Purpose:***

The objective of this policy is to establish a procedure that would authorize the accounting staff of the Alberni-Clayoquot Regional District to respond to requests from property owners for adjustment to their utility bill, as a result of a water leak.

***Policy:***

Staff will endeavor to identify excessive water consumption for customer accounts when preparing their utility invoices. Staff will make an effort to contact the property owners that have what is considered to be an extremely high consumption and indicate that there may be a leak. This will also be followed up by correspondence which will be mailed with the relevant utility invoice.

The property owner is expected to repair the leak immediately. If the leak cannot be fixed immediately, it is the property owner's responsibility to request Regional District staff to shut off the water at the meter. Or the property owner's may shut off another water valve on the property to prevent the water from escaping until the repairs can be made.

***Procedure:***

Accounting staff are authorized to adjust utility invoices subject to the following conditions:

1. The property owner advises the Alberni-Clayoquot Regional District, by completing the attached form, that a leak has been identified and repaired.
2. The property owner has supplied the Regional District with detailed receipts showing proof of repairs (i.e. plumber's invoice, receipts for materials, etc.) or a detailed report of the repairs performed.
3. If it is determined that the leak was repaired within a reasonable time period, an adjustment shall be calculated as fifty percent (50%) of the dollar amount of the overage that resulted from the leak.
4. Staff is not authorized to process a second adjustment within three (3) years without the request being approved by the appropriate water advisory committee.



## Leak Adjustment Request Form

Property owners can apply for a leak adjustment for excess water volume charges resulting from a leak. To be eligible for a leak adjustment you must have repaired the leak in a reasonable time from the discovery of the leak, and provide proof of the leak repair (receipts for any materials or services related to that repair).

If you wish to apply for a leak adjustment, please complete the form below and return it to our office as soon as possible with the necessary receipts. If your leak adjustment request is approved, a credit of fifty percent (50%) of the dollar amount of the overage will be applied to your account, and you will receive an amended bill.

<b>Application Date:</b>	
<b>Name of Owner(s)</b>	
<b>Telephone #:</b>	
<b>Mailing Address:</b>	
<b>Service Address:</b>	
<b>Description of Leak and Repairs:</b> (if necessary, please use another page)	

**Please enclose copies of the receipts for any materials or services related to the repair.**

*As the owner of the property, I hereby apply for a billing adjustment and confirm that the above and attached information is true and accurate.*

Signature of Owner:	Date:
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**Office Use Only**

Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	By:	Amount:
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## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services

**Meeting Date:** November 26, 2014

**Subject:** Bylaw E1057, Sproat Lake Marine Patrol Service Area Establishment, 2014

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### Recommendation:

**THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw E1057, Sproat Lake Marine Patrol Service Area Establishment, 2014.**

### Desired Outcome:

To adopt an establishing bylaw to create the Sproat Lake Marine Patrol program as a service of the ACRD.

### Background:

The Alberni-Clayoquot Regional District Board of Directors took the Sproat Lake Marine Patrol Service Area Establishment Bylaw to referendum (assent voting) in conjunction with the November 15, 2014 General Local Election in order to gain consent of the electors of proposed service area. The City of Port Alberni, Uchucklesaht Tribe Government and electoral areas: Beaufort, Sproat Lake, Beaver Creek, Cherry Creek are the participants of the proposed service area.

The referendum asked qualified electors of the proposed service area the following question:

*“Are you in favour of the Alberni-Clayoquot Regional District enacting Bylaw E1057 to provide the following:*

- *Establish the Sproat Lake Marine Patrol Service for the purpose of providing a seasonal marine patrol program at Sproat Lake with the following areas participating in the service: City of Port Alberni, Uchucklesaht Tribe Government, Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek); and*
- *Annually requisition the service area up to a maximum of \$30,000 or \$0.0101 per \$1,000 of taxable value of land and improvements, whichever is greater?” YES/NO*

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?if?atł Government, Huu-ay-aht First Nations, Uchucklesaht Tribe

Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

The referendum passed on November 15<sup>th</sup> with the following results:

<b>YES</b>	<b>3,395</b>
<b>NO</b>	<b>2,945</b>

With assent obtained from participants of the service area, the ACRD Board of Directors can proceed with adopting the bylaw in order create the Sproat Lake Marine Patrol Program as a service of the ACRD.

**Time Requirements – Staff & Elected Officials:**

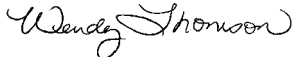
Substantial staff time is required in order to operate this seasonal service.

**Financial:**

The service is paid for by the service area participants. The ACRD will be receiving a Federal grant for approximately \$25,000 annually over the next two years to support the program.

**Policy or Legislation:**

The *Local Government Act* sets out how Regional Districts' can create services and how assent voting can be obtained.

Submitted by:   
 \_\_\_\_\_  
 Wendy Thomson, Manager of Administrative Services

Approved by:   
 \_\_\_\_\_  
 Russell Dyson, Chief Administrative Officer



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

### BYLAW NO. E1057

#### A bylaw to establish a service to provide for the operation of the Sproat Lake Marine Patrol Program

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**WHEREAS** the Regional District Board may, by bylaw, establish and operate any service the Board considers necessary or desirable for all or part of the Regional District under provisions of the *Local Government Act*;

**AND WHEREAS** the Board of the Alberni-Clayoquot Regional District wishes to establish a service for the purpose of operating the Sproat Lake Marine Patrol Program;

**AND WHEREAS** the approval of the Inspector of Municipalities is required under the *Local Government Act*;

**AND WHEREAS** the approval of the electors in the participating area has been obtained under the provisions of the *Local Government Act*;

**NOW THEREFORE** the Board of the Alberni-Clayoquot Regional District in open meeting assembled enacts as follows:

**1. Citation**

This Bylaw may be cited as “**Bylaw No. E1057, Sproat Lake Marine Patrol Service Area Establishment, 2014.**”

**2. Service**

The service hereby established under this Bylaw is for the purpose of operating a marine patrol program at Sproat Lake.

**3. Boundaries**

The boundaries of the service area under this bylaw are:

- All of the City of Port Alberni
- All of the Uchucklesaht Tribe Government
- All of Electoral Area “B” (Beaufort)
- All of Electoral Area “D” (Sproat Lake)
- All of Electoral Area “E” (Beaver Creek)
- All of Electoral Area “F” (Cherry Creek)

**4. Participating Areas**

The participants of the service established under this bylaw are the City of Port Alberni, Uchucklesaht Tribe Government and Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek).

**5. Cost Recovery**

The annual costs of the service shall be recovered by one or more of the following:

- a. Property values taxes imposed in accordance with the *Local Government Act*;
- b. Revenues raised by other means authorized by the *Local Government Act* or another act;
- c. Revenues received by way of agreement, enterprises, gift, grant or otherwise.

**6. Maximum Requisition**

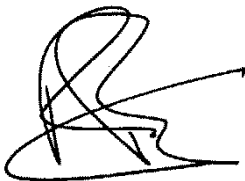
In accordance with the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the service is \$30,000 or \$0.0101 per \$1,000 of taxable value of land and improvements, whichever is greater.

Read a first time this 13<sup>th</sup> day of August , 2014.

Read a second time this 13<sup>th</sup> day of August , 2014.

Read a third time this 10<sup>th</sup> day of September , 2014.

I hereby certify the foregoing is a true and correct copy of the Bylaw cited as “**Bylaw E1057, Sproat Lake Marine Patrol Service Area Establishment, 2014**” as read a third time by the Board of the Alberni-Clayoquot Regional District on the 10<sup>th</sup> day of September, 2014.



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Russell Dyson,  
Chief Administrative Officer

Approved by the Inspector of Municipalities this 15<sup>th</sup> day of September 2014.

Assented to by the Electors this 15<sup>th</sup> day of November, 2014.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

Certified true and correct copy of  
**“Bylaw E1057, Sproat Lake  
Marine Patrol Service Area  
Establishment, 2014**

The Corporate seal of the Regional  
District of Alberni-Clayoquot was  
hereto affixed in the presence of:

\_\_\_\_\_  
Russell Dyson,  
Chief Administrative Officer

\_\_\_\_\_  
Cindy N. Solda,  
Chairperson





## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Heather Adair, Junior Planner

**Meeting Date:** **November 26, 2014**

**Subject:** Cancellation of the 'Non-Exclusive Licence of Use' for lands surrounding the Alberni Valley Regional Airport.

### Recommendation:

**THAT the Alberni-Clayoquot Regional District Board of Directors cancel the 'Non - Exclusive Licence of Use' with Greenmax Resources to manage the ACRD private lands surrounding the Alberni Valley Regional Airport' effective December 31, 2014, and to approve the compensation payout of \$6600 to Greenmax Resources.**

### Desired Outcome:

For the ACRD to manage the ACRD private lands independently and without the need to share revenue the proceeds of harvesting with Greenmax Resources.

### Background:

In 2002 Alberni-Clayoquot Regional District entered into a 'Non - Exclusive Licence of Use' with Greenmax Resources to manage the ACRD private lands surrounding the Alberni Valley Regional Airport. Both parties wish to terminate this licence. The ACRD is currently planning hazard tree removal on ACRD private lands and Crown lands and wishes to undertake this work in house.

### Financial:

Compensation terms were outlined in the licence. Compensation includes 'all documented silviculture costs, plus interest based on the "bank prime rate" of the day, and an additional 10% of all silviculture costs to compensate for "Lost Opportunities".

Silviculture costs to date including tree planting, surveys, and brushing equal \$6000. The silviculture costs of \$6000 plus \$600 for lost opportunities = \$6600.

Submitted by:   
 Heather Adair, Junior Planner

Approved by:   
 Russell Dyson, Chief Administrative Officer

**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of November 21, 2014**

#	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
1.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi Purpose Bike Path in the future	Russell	Yuułuʔiłʔatḥ to respond
2.	July 10 <sup>th</sup> Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation	Russell/ Cindy/ Tony/ Penny	Letter sent
3.	April 9 <sup>th</sup> Board	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings	Russell	Letter sent
4.	May 14 <sup>th</sup> Board	Prepare a report for consideration by the Board with a terms of reference for an Economic Development Meeting in the region.	Russell/ Pat	Budget 2015
5.	June 17 <sup>th</sup> AV Comm	Investigate and report back to the AV Committee with options for improvements to the Alberni Valley Sign at the entrance into Port Alberni	Rob	Budget 2015
6.	June 25 <sup>th</sup> Board	Proceed with the drilling development and testing of a production well at the Long Beach Airport with the services of GW Solutions at the estimated cost of \$116,081, as outlined in the CAO report	Russell	Final Report in Progress
7.	July 23 <sup>rd</sup> Board	Bell Road consultation with TFN and the City	Russell	Letter sent to TFN – Chair follow-up
8.	August 13 <sup>th</sup> Board	Arrange meeting with Dan Holder, Director Cote regarding Firepro RMS	Russell	Next AV Committee
9.	Aug. 27 <sup>th</sup> Board	Come back with a proposal for Cherry Creek Improvement District to participate in the Regional Fire Records Management System only, not the ACRD's Fire Services Contract with Mr. Dan Holder	Russell/ Dan	Next AV Committee with Fire Chiefs
10.	Nov. 13 <sup>th</sup> Board	The ACRD Board of Directors appointed Eric Clelland as Fire Chief of the Bamfield Volunteer Fire Department for a 3 year term – Advise Mr. Clelland and the BVFD of the appointment	Wendy	Done
11.	Nov. 13 <sup>th</sup> Board	Forward a letter to the Association of Vancouver Island Coastal Communities recommending a session on reconciliation be conducted in conjunction with the 2015 AVICC Convention	Russell	Done

#	Date	Action Item	Assigned to	Target Date/Update
12.	Nov. 13 <sup>th</sup> Board	The ACRD Board approved the continuation of the ACRD Reconciliation Committee in 2015 – Include in 2015 ACRD Committee List	Wendy	Done
<b>Finance Department</b>				
13.	June 25 <sup>th</sup> Board	Set-up a meeting with AV Drag Racing Association to review event and agreement for future years	Teri/ Andrew	Done – Report to AV Committee
14.	August 13 <sup>th</sup> Board	Amend the 2014-2018 Financial Plan to allocate \$30,000 of Electoral Area Administration Gas Tax Funding and \$20,000 of Millstream Water Capital Reserve to the Millstream Water Supply and Distribution System Upgrade.	Teri	Nov. 26 <sup>th</sup> Board
15.	Oct. 8 <sup>th</sup> Board	The Board gave three readings to Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014 – prepare for signatures and forward for approval by the Inspector of Municipalities	Teri	Forwarded to City for consent
16.	Nov. 13 <sup>th</sup> Board	The ACRD Board authorized the ACRD Chair and CAO to sign to renew the License of Occupation over a portion of Faber Road land for the purpose of housing the Faber Road Firehall for a period of five (5) years commencing December 1st, 2014 for a fee of \$600.00 per year plus GST – Arrange for signatures	Teri	Done
<b>Environmental Services Department</b>				
17.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	Letter sent January 12 <sup>th</sup>
18.	Sept. 8/10 WC	Investigate with Tla-o-qui-aht First Nation well development at the Long Beach Airport	Russell	Will refer well results when complete
19.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Andy/ Russell	In progress
20.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners	Rob G.	Design in progress
21.	Oct. 10/12 Board	Work with the Air Quality council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal	Andy/ Janice	Drafting a bylaw for board review

#	Date	Action Item	Assigned to	Target Date/Update
22.	April 23 <sup>rd</sup> Board	The Board of Directors directed staff to: 1. Meet with the Tseshaht and Hupacasath First Nations and the City of Port Alberni with respect to their consideration on providing a connection to their water systems for the Bell Road/Stuart Avenue water supply; and following the consultation, 2. Provide the information to the Bell Road/Stuart Avenue residents on the water servicing options	Russell	Waiting TFN Response – Chair has contacted TFN
23.	July 9 <sup>th</sup> Board	Work with contractors on the West Coast to educate and establish a formal aggressive follow up plan regarding the implementation of the MMBC rules on curbside recycling	Janice	In progress – Report to WC Committee
24.	August 13 <sup>th</sup> Board	Millstream-Ucluelet Emergency Water Connection and Watermain upgrade - Crow Excavating	Andy	Project started – on budget, on schedule
25.	August 13 <sup>th</sup> Board	Salmon Beach Boat Ramp Upgrade - Crow Excavating & Trucking Ltd.	Andy	On budget, on schedule completion date Nov. 28 <sup>th</sup>
26.	Oct. 22 <sup>nd</sup> Board	The Board approved submitting an application for \$300,000.00 from the Alberni Valley Community Forest Reserve Fund to assist with the costs of the proposed runway extension, lighting enhancement and GPS	Mark/ Russell/ Janice/ Pat	In Progress
27.	Oct. 22 <sup>nd</sup> Board	The Board endorsed an application to the Build Canada fund for the purpose of integrating the two regional district airports to support consistent scheduled service and expansion of aerospace industries through the establishment of common runway surfaces (5,000' X 100'), compliance with OLS requirements, lighting upgrades for both airports and appropriate GPS within the parameters of the terrain of each location	Mark/ Russell/ Janice/ Pat	In progress
28.	Oct. 22 <sup>nd</sup> Board	Complete topographical survey and detailed design for the extension of the AVRA runway to 5,000' X 100' and lighting by Tetra Tech at a cost of \$50,000 to be funded from the Alberni Valley Regional Airport capital reserve	Mark/ Russell	In progress
29.	Oct. 22 <sup>nd</sup> Board	The Board approved submitting an application to the New Building Canada Fund – Small Communities Fund for a water treatment plant to address the high levels of Trihalomethanes (THM's) in the Bamfield Water System that currently exceed the Canadian Drinking Water Guidelines	Andy/ Teri	In progress

#	Date	Action Item	Assigned to	Target Date/Update
30.	Nov. 13 <sup>th</sup> Board	The ACRD Board renewed the Telus' lease agreement for the telecommunication service facility located at the Long Beach Airport for a three (3) year term commencing December 1, 2014, for \$752.51 plus tax per year – Renew the lease agreement	Andy/ Janice	Done
31.	Nov. 13 <sup>th</sup> Board	The ACRD Board awarded the West Coast Curbside Collection of PPP and Garbage Collection contract to Sonbird Refuse and Recycling Ltd. for \$153,788.76 plus GST annually, commencing December 1 <sup>st</sup> , 2014 for a four (4) year term or earlier, with an optional one (1) year extension – Award the contract	Andy/ Janice	Done
32.	Nov. 13 <sup>th</sup> Board	The ACRD Board awarded the Alberni Valley Curbside Collection of PPP and Recycling Depot Operation contract to Sun Coast Waste Services for \$261,543.60 plus GST annually, commencing December 1 <sup>st</sup> , 2014 for a four (4) year term or earlier, with an optional one (1) year extension	Andy/ Janice	Done
33.	Nov. 13 <sup>th</sup> Board	The ACRD Board approved the replacement of 480 m or waterline on Grandview Road connecting through the Vaughn Chase subdivision to Drinkwater Road with the developer completing installation of the works and the Beaver Creek Water System contributing \$179,880 upon completion of the project – proceed with project and necessary agreements	Andy	Notified developer - done
34.	Nov. 13 <sup>th</sup> Board	The ACRD Board adopted the ACRD Contractor Safety and Coordination Policy as presented – Implement the Policy & provide copies to all ACRD Contractors	Andy/ Wendy	In progress
<b>PLANNING DEPARTMENT</b>				
35.	May 13/10 WC	Planning Staff proceed with subdivision process on the Long Beach Airport lands for the WC Multiplex Society and Long Beach Golf Course following Airport rezoning	Mike	Letter sent to TFN Jan 16 – Will include in new zoning bylaw
36.	April 11/12 BD	Apply to the Ministry of Transportation for a permit to construct the dock at the west end of Nuthatch Road & to Ministry of Forests for foreshore tenure	Mike	Working with neighbor to move dock



#	Date	Action Item	Assigned to	Target Date/Update
37.	Nov. 14/12 Board	The Board referred the Bamfield Community Hall Society's request to approve & support their proposal to build a new hall to staff to review the request and provide a recommendation, following consultation with the Society, on the role of the ACRD	Mike	Contacted Hall Society – Society working on options
38.	July 24 <sup>th</sup> Board	The Board of Directors instructed staff to work with the Central West Coast Forest Society to investigate funding for the assessment and restoration of the Willowbrae Creek system	Mike	Will work with area Director
39.	June 25 <sup>th</sup> Board	Prepare a report on development cost charge options through the 2015 budget process to use parkland dedication monies for park development and other infrastructure	Mike	December Board
40.	August 13 <sup>th</sup> Board	Agricultural Plan Implementation contract for the Alberni-Clayoquot Regional District submitted by Gardens on the Go Horticultural Training Services in the amount of \$29,900.00 before applicable taxes	Mike	Working with Contractor
41.	Nov. 13 <sup>th</sup> Board	Forward a letter from the ACRD Board supporting the Seniors' Housing and Support Initiative 2015 Age Friendly Community Project grant application	Mike	Done

Issued: November 21, 2014



**Board of Directors Meeting Schedule  
December 2014**

**Friday, December 5<sup>th</sup>**

Inaugural Board of Directors Meeting  
1:30 pm  
Regional District Board Room

Regional Hospital District Meeting  
Immediately following above

Regional District Christmas  
Appreciation Dinner  
Best Western Barclay Hotel  
6:30 pm Cocktails (no host bar)  
7:00 pm Dinner

**Thursday, December 11<sup>th</sup>**

Solid Waste Plan Monitoring  
Committee Meeting – West Coast  
10:30 am  
Tofino Council Chambers

West Coast Committee Meeting  
12:30 pm  
Tofino Council Chambers



**Wednesday, December 17<sup>th</sup>**

Solid Waste Plan Monitoring  
Committee Meeting – Alberni Valley  
1:30 pm  
Regional District Board Room

**Thursday, December 18<sup>th</sup>**

Joint Parliamentary Procedures  
Training – ACRD Board, Port Alberni,  
Ucluelet & Tofino Councils, Huu-ay-  
aht First Nations, Uchucklesaht Tribe  
Government & Yuuʔuʔiʔath  
Government Councils  
9:00 am – 4:00 pm  
Dogwood Room, Echo Centre

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
OCTOBER, 2014**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							1	208,272					1	208,272
Mobile Homes													0	0
Multi-Family													0	0
Adds&Rens													0	0
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous									1	8,500			1	8,500
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>208,272</b>	<b>1</b>	<b>8,500</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>216,772</b>

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT  
OCTOBER, 2014 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	1	152,771	0	0	0	0	6	1,838,272	5	1,185,000	5	1,838,069	17	5,014,112
Mobile Homes	0	0	0	0	0	0	2	7,000	1	5,000	0	0	3	12,000
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	1	10,000	0	0	2	13,000	5	199,833	5	58,900	0	0	13	281,733
Commercial	0	0	0	0	0	0	0	0	0	0	2	115,000	2	115,000
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	1	200,000	0	0	0	0	1	10,000	2	210,000
Miscellenaous	1	1,000	0	0	2	49,909	6	83,219	12	212,572	7	105,655	28	452,355
<b>Totals</b>	<b>3</b>	<b>163,771</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>262,909</b>	<b>19</b>	<b>2,128,324</b>	<b>23</b>	<b>1,461,472</b>	<b>15</b>	<b>2,068,724</b>	<b>65</b>	<b>6,085,200</b>

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
<b>WOODSTOVE INSPECTIONS</b>		<b>7</b>		<b>3</b>	<b>3</b>	<b>13</b>	<b>62</b>

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2013	71	7,476,551	81	8,208,948					
2012	81	7,852,682	92	9,011,700					
2011	111	8,678,998	120	9,221,498					
2010	137	20,809,024	149	21,524,170					
2009	63	6,581,912	123	11,302,380	1999	37	1,805,788	80	3,348,092
2008	73	9,556,826	147	22,682,130	1998	41	1,650,426	75	3,320,890
2007	73	7,016,424	163	15,007,877	1997	48	2,779,466	104	10,025,166
2006	84	7,663,595	161	15,909,705	1996	69	5,542,700	128	9,050,554
2005	74	8,278,645	138	12,962,379	1995	61	5,910,000	116	9,641,300
2004	77	6,842,554	133	11,036,854	1994	92	6,327,000	151	7,915,500
2003	37	3,671,688	97	6,925,356	1993	82	5,774,000	167	10,864,000
2002	42	1,754,970	76	2,986,134	1992	87	5,660,000	173	11,192,500
2001	40	3,734,396	89	5,790,126	1991	57	3,115,520	126	7,155,120
2000	43	2,009,157	88	4,095,339	1990	53	5,240,500	118	6,323,900



**SUMMARY OF REVENUE AND EXPENDITURES  
FOR PERIOD ENDING OCTOBER 31, 2014**

(PAGE 1)

	<b>2014 YEAR TO DATE ACTUAL</b>	<b>2014 ANNUAL BUDGET</b>	<b>PERCENTAGE OF BUDGET</b>
<b>REVENUE</b>			
Tax requisition	\$ 3,705,101	\$ 3,705,251	100.00%
Parcel taxes	883,296	883,772	99.95%
Grants in lieu of taxes	66,153	29,900	221.25%
Services provided to other governments	56,625	110,648	51.18%
Sale of services	2,767,253	3,382,600	81.81%
Other revenue	208,625	134,500	155.11%
Grants from other sources	863,161	1,694,725	50.93%
Surplus (deficit) from prior years	1,797,691	1,797,545	100.01%
Committed surplus from prior year	2,026,344	2,025,978	100.02%
Transfers between services	14,132	83,184	16.99%
	<hr/>		
<b>SUBTOTAL</b>	12,388,380	13,848,103	89.46%
<b>Transfers from Municipalities for</b>			
Municipal Finance Authority	\$ 624,124	\$ 648,591	96.23%
	<hr/>		
<b>TOTAL REVENUE</b>	<b>\$ 13,012,504</b>	<b>\$ 14,496,694</b>	<b>89.76%</b>

<b>EXPENDITURES</b>	<b>2014 YEAR TO DATE ACTUAL</b>	<b>2014 ANNUAL BUDGET</b>	<b>PERCENTAGE OF BUDGET</b>
<b>All Members</b>			
E911 Telephone System	280,590	282,000	99.50%
General Government Services	879,159	1,031,500	85.23%
Alberni-Clayoquot Health Network	66,157	153,000	43.24%
Regional Parks	10,077	21,680	46.48%
Regional Planning	107,774	174,000	61.94%
<b>Electoral Area's</b>			
Building Inspection	175,293	245,000	71.55%
Electoral Area Administration	426,574	1,526,421	27.95%
Mgmt of Development - Rural Areas	249,761	396,000	63.07%
Vancouver Island Regional Library	402,101	403,000	99.78%
<b>Alberni Valley</b>			
Alberni Valley Emergency Planning	60,419	134,025	45.08%
Alberni Valley & Bamfield Waste Mgmt	1,893,809	2,456,900	77.08%
Alberni Valley Regional Airport	111,179	157,500	70.59%
Alberni Valley Regional Water - Proposed	11,619	60,000	19.37%
Custom Transit	346,120	452,000	76.58%
Sproat Lake Marine Patrol - Referendum	588	10,000	5.88%
<b>West Coast</b>			
Long Beach Airport	462,298	816,579	56.61%
West Coast Emergency Planning	4,346	14,000	31.04%
West Coast Waste Mgmt	692,003	893,500	77.45%
<b>City of Port Alberni</b>			
Port Alberni Arena	58,915	237,550	24.80%
<b>Bamfield</b>			
Bamfield Community Park	23,942	7,100	337.21%
Bamfield Volunteer Fire Dept	111,624	117,869	94.70%
Bamfield Water System	181,736	658,689	27.59%
<b>Beaufort</b>			
Mountain Ranch Rd Fire Protection	2,578	2,603	99.04%
<b>Long Beach</b>			
Millstream Water System	28,698	135,148	21.23%
Salmon Beach Garbage	18,643	29,150	63.96%
Salmon Beach Power Distribution	62,179	77,100	80.65%
Salmon Beach Recreation	22,124	39,450	56.08%
Salmon Beach Security	24,806	48,050	51.63%
Salmon Beach Sewage	75,099	63,750	117.80%
Salmon Beach Transportation	138,051	179,600	76.87%
Salmon Beach Water	8,510	16,050	53.02%
South Long Beach Bike Path	7,075	7,200	98.26%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	14,051	14,000	100.36%
South Long Beach Street Lighting	682	810	84.20%
<b>Sproat Lake</b>			
Sproat Lake Animal Control	1,150	3,100	37.10%
Sproat Lake Arena	75	33,107	0.23%
Sproat Lake Community Park	61,102	170,094	35.92%
Sproat Lake Noise Control	5,878	6,100	96.36%
Sproat Lake Volunteer Fire Department	209,747	389,000	53.92%
<b>Beaver Creek</b>			
Arvay Rd Street Lighting	1,086	1,300	83.54%
Beaver Creek Animal Control	729	3,000	24.30%
Beaver Creek Community Park	2,703	6,100	44.31%
Beaver Creek Arena	75	24,622	0.30%
Beaver Creek Noise Control	104	2,100	4.95%
Beaver Creek Volunteer Fire Department	203,560	254,230	80.07%
Beaver Creek Water System	1,086,414	1,212,519	89.60%
Granville Rd Fire Protection	1,204	1,229	97.97%
<b>Cherry Creek</b>			
Cherry Creek Animal Control	425	3,000	14.17%
Cherry Creek Arena	75	20,623	0.36%
Cherry Creek Noise Control	1,342	2,100	63.90%
Franklin River Rd Fire Protection	7,262	10,700	67.87%
<b>Grants-in-Aid</b>	290,091	363,898	79.72%
	<b>7,312,552</b>	<b>13,375,546</b>	<b>54.67%</b>
Transfers to Municipal Finance Authority on behalf of the Municipalities	624,124	648,591	96.23%
<b>\$</b>	<b>7,936,676</b>	<b>\$ 14,024,137</b>	<b>56.59%</b>