



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JANUARY 14, 2015, 1:30 pm

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u>	
<i>(motion to approve, including late items required 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u>	
<i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – December 5, 2014	8-16
<i>THAT the minutes of the Board of Directors meeting held on December 5, 2014 be adopted.</i>	
b. West Coast Committee Meeting – December 11, 2014	17-19
<i>THAT the minutes of the West Coast Committee meeting held on December 11, 2014 be adopted.</i>	
c. Solid Waste Plan Monitoring Advisory Committee.- West Coast – December 11, 2014	20-21
<i>THAT the minutes of the Solid Waste Plan Monitoring Advisory Committee – West Coast meeting held on December 11, 2014 be adopted.</i>	
d. Solid Waste Plan Monitoring Advisory Committee.- Alberni Valley – December 17, 2014	22-23
<i>THAT the minutes of the Solid Waste Plan Monitoring Advisory Committee – Alberni Valley meeting held on December 17, 2014 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. James Edwards - Executive Director - Huu-ay-aht First Nation – Update LNG Project (By Board Invitation)	

- b. **Zoran Knezevic President & CEO-Port Alberni Port Authority - Presentation of PATH and Port Activities (By Board Invitation)**
- c. **Mr. Scott Fraser, MLA, Alberni-Pacific Rim, regarding Welcome to New Board Members, Role of Member of the BC Legislature and Role of the Community MLA Office.**
- d. **Adriane Schroeder, Alberni-Clayoquot Health Network, regarding ACHN Transportation Study.** **24-74**

6. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR LETTER OF SUPPORT** **75**
Central Westcoast Forest Society, December 10, 2014 regarding a request for a Letter of Support for Stream and Forest Restoration at Twin Rivers from Salmon Beach.

Possible Resolution:

THAT the ACRD Board of Directors forward a letter to the Central Westcoast Forest Society supporting their funding application for the Twin Rivers Stream and Forest Restoration Project.

- b. **REQUEST FOR SUPPORT** **76**
Sproat Lake Community Association, December 29, 2014, regarding a request for Investigation and Support for the expansion of cell phone coverage in the Sproat Lake Electoral Area.

Possible Resolution:

THAT the ACRD Board of Directors forward a letter to Telus supporting improved cell phone coverage at Sproat Lake

- c. **REQUEST FOR MEMBERSHIP** **77-79**
Federation of Canadian Municipalities, December 8, 2014, regarding request for 2015-2016 Membership Renewal.

Possible Resolution:

THAT the Board of Directors re-new membership in the Federation of Canadian Municipalities for 2015-2016 in the amount of \$4,861.92.

- d. **INVITATION TO ATTEND CEO/CAO FORUM** **80-82**
Association of Vancouver Island Municipalities, January 6, 2015,

regarding CEO/CAO Forum to be held in Victoria on March 24th and 25th, 2015.

Possible Resolution:

THAT the ACRD Board of Directors authorize the Chairperson and CAO to attend the CEO/CAO forum March 24th and 25th, 2015 in Victoria, BC.

7. CORRESPONDENCE FOR INFORMATION

- | | | |
|----|--|----------------|
| a. | BC HYDRO | |
| | Ash River – Seismic Reviews and Dam Safety | 83-85 |
| | Long Beach Area Reinforcement Project | 86-88 |
| b. | BC TRANSIT | 89-90 |
| | Congratulations on Recent Elections & Offer of Presentation of Benefits of Partnership with BC Transit | |
| c. | ISLAND COASTAL ECONOMIC TRUST | |
| | Oceanside Initiatives to Lead Regional Economic Development Planning Process | 91-92 |
| | Faster, More Secure Internet Means Jobs for Lasqueti Island | 93-94 |
| | Grant Will Help Sayward Grow its Marine Sector | 95-96 |
| d. | VANCOUVER ISLAND NORTH INFILM FILM COMMISSION | 97-112 |
| | Year End Report and 5 Year Business Plan | |
| e. | HUDSON'S HOPE | 113-124 |
| | Referral of Proposed Site C Dam Project to BC Utilities Commission | |
| f. | ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES | 125-126 |
| | Second Call – 2015 AVICC Resolutions and Nominations | |
| g. | TRANS MOUNTAIN | 127-128 |
| | Trans Mountain Expansion Project | |
| h. | BC GOVERNMENT OFFICIAL OPPOSITION | 129-130 |
| | Congratulations on Recent Elections | |
| i. | METRO VANCOUVER BOARD | 131-161 |
| | Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280. | |
| j. | PRA-BC | 162-163 |
| | Thank you for September 24, 2014 Letter in Support of Port Alberni | |
| k. | North Island College | 164 |
| | Congratulations on recent elections | |

8. REQUEST FOR DECISIONS & BYLAWS

- | | | |
|----|--|----------------|
| a. | REQUEST FOR DECISION | 165-169 |
| | Alberni Valley Landfill – Fencing Contract | |

THAT the Alberni-Clayoquot Regional District Board of Directors award the AV Landfill Fencing Contract to Agfor Industries Ltd. for a total tender price of

1. *All structures to meet BC Building Code*
2. *"Use at own risk" signage is provided*
3. *Material and construction costs are not from public funds*
4. *Future Maintenance and inspection to be performed by ACRD*

As outlined in the staff report dated November 20, 2014.

- | | | |
|----|-------------------------------------|----------------|
| g. | REQUEST FOR DECISION | 187-198 |
| | Franklin River Road Fire Protection | |

THAT the Alberni-Clayoquot Regional District Board of Directors enter into an agreement for fire protection services with the City of Port Alberni for the benefit of the Franklin River Road Fire service area, as outlined on the CAO's report.

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| h. | REQUEST FOR DECISION | 199-201 |
| | ACRD Confined Space Policy-(Policy Attached Separately) | |

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni-Clayoquot Regional District Confined Space Entry Program and Procedures Policy as presented.

- | | | |
|----|-----------------------------|----------------|
| i. | REQUEST FOR DECISION | 202-207 |
| | 2015 Committee Appointments | |

THAT the Board of Directors approves the 2015 Alberni-Clayoquot Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions as presented.

- | | | |
|----|-------------------------------|----------------|
| j. | REQUEST FOR DECISION | 208-239 |
| | Finance Warrant December 2014 | |

THAT the Board of Directors approves the 2015 Alberni-Clayoquot Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions as presented.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- | | | |
|----|--|----------------|
| a. | RF14005, FRANCOEUR/ISLAND CORRIDOR, BLK 1447 & PART OF R/W
VIP67988 | 240-246 |
| | Rezoning Application – Report and Bylaw P1325 | |

THAT the Board of Directors receive the staff report.

THAT Bylaw P1325, Regional District of Alberni-Clayoquot Zoning Atlas

Amendment Bylaw, be read a first time.

THAT the public hearing for Bylaw P1325 be delegated to the Director for Electoral Area "F", the Alternate Director, or the Chairperson of the Regional Board.

9.2 ALL DIRECTORS

- a. **ABATTOIR FEASIBILITY STUDY** **247-253**
Request for Decision

THAT the Board of Directors provide \$5,000 in matching funds and a letter of support for an Abattoir Feasibility Study grant application to the Investment Agriculture Foundation of BC Local Government Agricultural Planning Program.

- b. **AGRICULTURAL SUPPORT WORKERS NOVEMBER REPORT** **254-258**
Report

THAT the Board of Directors receive the report.

- c. **AGRICULTURAL SUPPORT WORKERS DECEMBER REPORT** **259-267**
Report

THAT the Board of Directors receive the report.

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report – January 9, 2015 **268-269**
b. Planning & Development Manager Report – January 7, 2015 **270**
c. Financial Manager Report – January 7, 2015 **271**
d. Environmental Services Department Report – January 8, 2015 **272-274**
e. Staff Action Items Report – January 9, 2015 **275-279**
f. 2015 ACRD/ACRHD Board Meeting Schedule **280-281**
g. Building Inspector's Report – December 2014 **282**

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

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

- a. **Strawberry Isle Marine Research Society** **283-305**
2013 Year-End Report

11. UNFINISHED BUSINESS

12. **LATE BUSINESS**

13. **QUESTION PERIOD**

14. **IN CAMERA**

Motion to close the meeting to discuss matters relating to:

- i. purchase or sale of land or improvements, disclosure of which the Board considers could be harmful to the Regional District's interests.*

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

16. **ADJOURN**

Next Board of Directors Meeting: Wednesday, February 11, 2015, 1:30 pm



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS INAUGURAL MEETING

HELD ON FRIDAY, DECEMBER 5, 2014, 1:30 PM

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

DIRECTORS

Josie Osborne, Chairperson, Mayor, District of Tofino

PRESENT:

John McNabb, Vice-Chair, Director, Electoral Area "E" (Beaver Creek)

Penny Cote, Electoral Area "D" (Sproat Lake)

Keith Wyton, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

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

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

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, YuułuꞀiꞀꞀath 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

1. CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 1:30 pm.

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

The CAO welcomed new members to the Board of Directors and introduced Marina Stilinovic, Administrator, Justice of the Peace, Port Alberni Court Registry.

Ms. Stilinovic conducted the Oaths of Office for the municipal and electoral area directors of the Alberni-Clayoquot Regional District Board of Directors.

2. ELECTION CHAIRPERSON & VICE-CHAIRPERSON

a. Election of Chairperson – 2015

The CAO provided an overview of the process for election of Chairperson and Vice-Chairperson of the ACRD Board of Directors for 2015.

The CAO conducted elections for Chairperson of the Alberni-Clayoquot Regional District Board of Directors for 2015.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015 for a first time.

Director Cote nominated Director Osborne for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015. Director Osborne accepted the nomination.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015 for a second time.

Director McNabb nominated Director McLeman for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015. Director McLeman accepted the nomination.

The CAO requested nominations for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015 for a third time.

Director McCarthy nominated Director Banton for the position of Chairperson of the Alberni-Clayoquot Regional District for 2015. Director Banton accepted the nomination.

Nominees were given an opportunity to address the Board of Directors as to why they should be elected Chairperson for 2015.

The CAO and Manager of Administrative Services collected the ballots and conducted the count. The CAO declared Director Osborne elected to the position of Chairperson of the Alberni-Clayoquot Regional District for 2015.

b. Election of Vice-Chairperson – 2015

The Chairperson conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015 for a first time.

Director McLeman nominated Director McNabb for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015. Director McNabb accepted the nomination.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015 for a second time.

Director McCarthy nominated Director Cote for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015. Director Cote accepted the nomination.

The Chairperson requested nominations for the position of Vice-Chairperson of the Alberni-Clayoquot Regional District for 2015 for a third time. There were no further nominations.

The CAO and Manager of Administrative Services collected the ballots and conducted the count. The CAO declared Director McNabb elected to the position of Vice- Chairperson of the Alberni-Clayoquot Regional District for 2015.

MOVED: Director Kokura

SECONDED: Director Cootes

THAT the ballots for election of Chairperson and Vice-Chairperson be destroyed.

CARRIED

3. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 26, 2014

MOVED: Director Kokura

SECONDED: Director Jack

THAT the minutes of the Board of Directors meeting held on November 26, 2014 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

7. CORRESPONDENCE FOR ACTION

- a. **Correspondence dated November 24, 2014 from Powell River Regional District regarding a meeting being arranged between the Premier, Minister Stone and Coastal Regional District Chairs with a request that we forward our new Chair's name and email along with the Chair's availability in the later part of January for this meeting.**

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Board of Directors authorize the ACRD Chairperson to attend the Coastal Regional District Chairs Group meetings in 2015.

CARRIED

- b. **Correspondence dated October 20, 2014 from the NI 9-1-1 Corporation regarding a request for an Alberni-Clayoquot Regional District Director Appointment to the NI 9-1-1 Corporation for 2015.**

MOVED: Director Jack

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director John McNabb to represent the Regional District on the NI 9-1-1 Corporation for 2015.

CARRIED

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Penny Cote as alternate to the NI 9-1-1 Corporation for 2015.

CARRIED

- c. **Correspondence dated November 17, 2014 from the Vancouver Island Regional Library Board regarding a request for Alberni-Clayoquot Regional District Appointment and Alternate to the Vancouver Island Regional Library for the year 2015.**

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Penny Cote to represent the Regional District on the Vancouver Island Regional Library Board for 2015.

CARRIED

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the ACRD Board of Directors appoint Director John Jack as alternate to the Vancouver Island Regional Library Board for 2015.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Transport Canada's Proposed Changes to the Vessel Pollution and Dangerous Chemical Regulation and Call for PRAC Members
- b. GAS TAX PROGRAM SERVICES**
Gas Tax Agreement Community Works Fund Payment
- c. BC TRANSIT**
BC Transit Partner Benefits
- d. MINISTRY OF HEALTH**
Thank you for meeting at UBCM
- e. ISLANDS TRUST**
Pleasure Craft Sewage Dumping

MOVED: Director McLeman
SECONDED: Director Banton

THAT the Board of Directors receive a –e correspondence for information.

CARRIED

MOVED: Director Cote
SECONDED: Director Ruttan

THAT the ACRD Board of Directors contact Mr. Stefan Ochman to see if he would be interested in being nominated to the Transport Canada Pacific Regional Advisory Council on Oil Spill Preparedness and Response.

CARRIED

MOVED: Director Banton
SECONDED: Director Cote

THAT an Electoral Area Directors meeting be scheduled for January 2015 regarding allocation of gas tax funds.

DEFEATED

9. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Resolution – Signing Authority for Banking Purposes.

MOVED: Director McLeman

SECONDED: Director Banton

THAT the Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:

- 1. The following Directors have signing authority:
 - i. Josie Osborne, Chairperson*
 - ii. John McNabb, Vice-Chairperson**
- 2. The following Staff members have signing authority:
 - i. Russell Dyson, Chief Administrative Officer*
 - ii. Teri Fong, Manager of Finance*
 - iii. Wendy Thomson, Manager of Administrative Services**
- 3. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.*

CARRIED

b. Request for Decision regarding Reporting – Official Election Results.

MOVED: Director Cote

SECONDED: Director McLeman

THAT the Board of Directors receive the 2014 Declaration of Official Election Results and Determination of Official Election Results for the following:

- a. Directors “B” (Beaufort), “C” (Long Beach), “D” (Sproat Lake), Election by Acclamation*
- b. Director, Electoral Area “A” (Bamfield)*
- c. Director, Electoral Area “E” (Beaver Creek)*
- d. Director, Electoral Area “F” (Cherry Creek) and,*
- e. Assent Vote – Sproat Lake Marine Patrol Service Area Establishment*

CARRIED

c. Request for Decision regarding 2015-2019 ACRD and ACRHD Financial Plan Meeting Schedule.

MOVED: Director Banton

SECONDED: Director Cote

THAT the Board of Directors approves the proposed 2015 – 2019 Alberni-Clayoquot Regional District Financial Plan schedule as amended and the 2015 Regional Hospital District Budget schedule.

CARRIED

d. Request for Decision regarding Finance Warrant No. 547.

*MOVED: Director Bennett
SECONDED: Director McLeman*

THAT the Board of Directors approves Finance Warrant Number 547 in the amount of \$718,532.27 dated November 30, 2014.

CARRIED

e. Request for Decision regarding Transportation Committee.

*MOVED: Director McLeman
SECONDED: Director McNabb*

THAT the Alberni-Clayoquot Regional District Board of Directors confirm the terms of reference and appoint the 2015 Transportation Committee as outlined in the CAO's December 2, 2014 report.

CARRIED

9. PLANNING MATTERS

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – December 5, 2014**
- b. Building Inspectors Report – November 2014**

*MOVED: Director Kokura
SECONDED: Director McNabb*

THAT the Board of Directors receives the Staff Reports a-b.

CARRIED

10.2 COMMITTEE REPORTS

Director McLeman provided a brief report on the Alberni-Clayoquot Transportation Committee meeting held this morning.

MOVED: Director McNabb

SECONDED: Director Cootes

THAT the Board of Directors receives this verbal report.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the following be allowed for consideration as a late item: request to invite the Port Alberni Port Authority and Huu-ay-aht First Nation to update the ACRD Board on LNG and Port activities.

CARRIED

MOVED: Director Bennett

SECONDED: Director McLeman

THAT the ACRD Board of Directors invite the Port Alberni Port Authority and Huu-ay-aht First Nation to provide an update on recent LNG activities and Port Alberni Port Authority activities including container shipping.

CARRIED

13. QUESTION PERIOD

14. IN-CAMERA

MOVED: Director Jack

SECONDED: Director Banton

THAT the meeting be closed to the public to discuss matters relating to:

- i. Litigation or potential litigation affecting the Regional District;*
- ii. labour or other employee relations;*
- iii. purchase or sale of land or improvements, disclosure of which the Board considers could be harmful to the Regional District's interests.*

CARRIED

The meeting was closed to the public at 2:40 pm.

The meeting was re-opened to the public at 3:26 pm.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

MOVED: Director Kokura

SECONDED: Director McNabb

THAT this meeting be adjourned at 3:26 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON DECEMBER 11, 2014, 12:30 pm Tofino Council Chambers, 200 Main Street, Tofino, BC

DIRECTORS PRESENT: Tony Bennett, Electoral Area "C" (Long Beach"), Chair
Josie Osborne, District of Tofino
Al McCarthy, Yuułu?iŋ?ath Government
Dianne St Jacques, District of Ucluelet

STAFF PRESENT: Lori Wilson, Mapping & Computer Technician
Mark Fortune, Airport Superintendant
Aaron Rodgers, District of Tofino

GUESTS: Chris Sullivan, Director, Capital Planning, Island Health
Kathryn Kilpatrick, Manager, Tofino Hospital
Keith Gibson, Tofino Hospital Foundation
Rene Gibson, Tofino Hospital Foundation
Arlene McGinnis, Chair Tofino Hospital Foundation
John Jessup, West Coast Native Health Care Society
Geoff Lyons, West Coast Multiplex Society
Susan Payne, West Coast Multiplex Society
Ryan Orr, West Coast Multiplex Society
Samantha Hackett, West Coast Multiplex Society

1. CALL TO ORDER

The Chairperson called the meeting to order at 12:32 pm.

2. APPROVAL OF AGENDA

MOVED: Director Osborne
SECONDED: Director St. Jacques

THAT the agenda be approved as circulated.

CARRIED

3. REPORTS

- a. West Coast Health Updates
 - Helipad
 - Seniors Residential Care Facility
 - Tofino General Hospital
- b. West Coast Multiplex Society – Proposed Multiplex Site
 - Letter from West Coast Multiplex Society

- Results from Simpson Geotechnical Subsurface Assessment

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the above noted correspondence be received.

CARRIED

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT the West Coast Committee forward a request to the ACRD budget process for a grant-in-aid to cover the costs of a geotechnical assessment of the proposed site of the West Coast Multiplex at the Long Beach Airport.

CARRIED

c. Long Beach Airport Update – Mark Fortune verbal

1. Fire Service Agreement update

A contract has been developed with the District of Ucluelet, minor changes have been requested by the Fire Chief. The agreement is scheduled to go before council by year end.

2. OLS clearing

Clearing is in progress. Parks Canada tree topping has been completed on runway 29 approach, we are still waiting for a cut permit to address Parks Canada lands West of the Grice Bay road. Airport property clearing will continue. Clearing within the long Beach golf course lease area will be conducted in consultation with golf course staff.

3. ACAP

The runway surface condition reporting system (Tradewinds Scientific) is in process, installation is expected during the week of Dec 15 – 19th

4. Computerized airport inspections

Tradewinds Scientific, Airfield Inspection Management (AIM) system installation should be completed by Dec 19th in conjunction with the ACAP RSCR system.

5. Airport lighting grant application

A build Canada grant application will be submitted to access funds for the installation of runway lights at CYAZ.

6. Tsunami radar

The Airport was selected as a test site for a WERA radar system. The High Frequency (HF) radar system was being tested as part of a Federal / Provincial "Smart Coast" Initiative. The WERA will be able to detect ocean anomalies such as Tsunamis 80 kilometers off shore. Test results from the airport location are expected in the new year.

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT this verbal report be received.

CARRIED

4. **ADJOURN**

MOVED: Director Osborne

SECONDED: Director St. Jacques

THAT this meeting be adjourned at 3:00 pm.

CARRIED

Certified Correct:

Tony Bennett, Chairperson



**Alberni-Clayoquot Regional District
Solid Waste Plan Monitoring Advisory Committee – West Coast
Meeting Minutes**

Meeting Date & Time: Thursday, December 11th, 2014 @ 10:30 am

Location: District of Tofino Council Chambers, 121 3rd Street, Tofino, BC

In attendance:

Dianne St. Jacques, District of Ucluelet
Gerry Schreiber, Public Representative
Chris Bird, Sonbird Refuse & Recycling
Brad West, McGill & Associates
Warren Rudd, Tofino Chamber of Commerce
Janice Hill, ACRD

Josie Osborne, District of Tofino
Jackie Godfrey, Pacific Rim National Park
Alan McCarthy, Yuułu?if?at Government
Tony Bennett, Electoral Area C Director
Carey Mclver, Carey Mclver & Associates

1. Call to Order

Chair, Josie Osborne called the meeting to order at 10:38 am.

2. ACRD SWMP Review & Implementation Process (Presentation attached)

Carey Mclver delivered a Power Point presentation that: provided a brief background to the ACRD SWMP Review & Implementation Process (for the benefit of new members); the results of the stakeholder consultation meetings held in Tofino and Ucluelet in the first week of December to obtain feedback on ICI Disposal Bans and Organics Diversion; and a revised plan implementation schedule based on stakeholder feedback.

3. ICI Disposal Bans

As indicated in the attached presentation, amongst the roughly 20 attendees at the Tofino meeting there was overwhelming support to “get on with” implementing a landfill ban on the disposal of old corrugated cardboard (OCC). At the Ucluelet meeting, where only 3 businesses were in attendance, support was limited. Based on feedback from both meetings there is: a lack of information on the recycling rate for large, medium and small generators; confusion over self-haul options for small generators; and cost may be an issue. In particular small generators need cost-effective collection and drop-off options. On-site storage was also a concern.

4. Organics Diversion Opportunities Assessment

As indicated in the attached presentation, support for organics diversion is strong in Tofino amongst all generators. However, in Ucluelet, although large generators were supportive, small generators were more cautious. In both meetings participating businesses confirmed that they would use compost if it was available. Issues for further consideration include: which sectors to service; availability of yard waste; use of OCC in the compost process; and confirmation of local markets.

5. Revised Plan Implementation Schedule

The Committee recognized that although there was support for disposal bans and organics diversion amongst stakeholders, the final program design could not be completed without a more detailed confirmation of the current level of recycling activity in the ICI sector as well as the impact on tipping fees. There is also further work required to identify cost-effective diversion opportunities for businesses in both communities. These design issues apply to organics diversion as well.

Consequently the Committee recommended that while implementation of the OCC Ban should be a priority, the schedule be slowed down to allow for additional time to work out program design issues. This time could also be used to gather data requirements for the organics diversion opportunities assessment.

Meeting adjourned at 12:00 pm.

Next meeting: Thursday, February 19th, 2015, @ 1:30 pm (Location TBD).



**Alberni-Clayoquot Regional District
Solid Waste Plan Monitoring Advisory Committee – Alberni Valley
Meeting Minutes**

Meeting Date & Time: Wednesday, December 17, 2014 @ 1:30 pm

Location: Alberni-Clayoquot Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

In attendance:

Kris Patterson, Chamber of Commerce
Wade Nicklin, Nicklin Waste Disposal
Gary Swann, Public Representative
Lucas Banton, Electoral Area F Director
Keith Wyton, Electoral Area A Director
Brad West, McGill & Associates
Penny Cote, Electoral Area D Director
Janice Hill, ACRD

John McNabb, Electoral Area E Director
Mike Kokura, Electoral Area B Director
Guy Cicon, City of Port Alberni
Jerry Kupiak, Suncoast Waste
Moe Vale, Berry & Vale
Jack McLeman, City Councillor
Carey McIver, Carey McIver & Associates

1. Call to Order

Chair, John McNabb called the meeting to order at 1:30 pm.

2. ACRD SWMP Review & Implementation Process (Presentation Attached)

Carey McIver delivered a Power Point presentation that provided: a brief background to the ACRD SWMP Review & Implementation Process (for the benefit of new members); the feedback from the Haulers meeting held on November 27th at the ACRD Board Room; as well as feedback received from Stakeholder meetings held in Ucluelet and Tofino in the first week of December. The presentation also revisited the implementation schedule of the ICI Disposal Bans and the organics diversion opportunities assessment.

3. ICI Disposal Bans

Although the ICI disposal ban of cardboard is supported by existing haulers, there may be problems for some small businesses to collect their cardboard as space for the container may be limited. John McNabb suggested that there may need to be locations for regional containers or containers that could be cost shared by small business owners, which would be in a convenient location for use.

Penny Cote wondered about options for multi-family/business units. Carey McIver advised that this would be something that their own private haulers would provide options for.

4. Organics Diversion Opportunities Assessment

The organics diversion strategy was discussed with mention that the consultants should include the existing Earth, Land and Sea composting facility. There was mention that composting food scraps with fish waste had been tried but had proved unsuccessful. Gary Swann successfully composts on his property and produces a very useful product, but he does not include meat and bones in the composting.

Jack McLeman questioned why we don't just let the organics compost naturally in the landfill. Carey McIver explained that composting organic material in the landfill is an anaerobic digestion process which creates methane gas. Composting organics in an aerobic facility reduces greenhouse gases and reduces methane by roughly 95%.

There is a new composting facility that has recently begun composting food waste in Courtenay. Guy Cicon suggested that the committee visit this facility in the upcoming months.

Gary Swann reminded that committee that the more we compost locally; the more fertilizer would be created which will assist in local food growth which will in turn reduce greenhouse gases.

5. Revised Plan Implementation Schedule

The Committee concurred with the recommendation of the WC PMAC that the implementation schedule be revised to allow for a more detailed confirmation of the current level of recycling activity in the ICI sector as well as the impact on tipping fees.

Consequently the Committee recommended that while implementation of the OCC Ban should be a priority, and that the schedule be slowed down to allow for additional time to work out program design issues. This time could also be used to gather data requirements for the organics diversion opportunities assessment.

Meeting adjourned at 2:45 pm.

Next meeting: February 26, 2015 @ 1:30 in the ACRD Board Room.

How do we get from here to there?

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

**Final Report
June 19th, 2014**



Photo source: Tourism Tofino

Prepared by:



Submitted to:

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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

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); West Coast Trail Express offers summer seasonal bus service from Victoria and Nanaimo to Bamfield (www.trailbus.com); Lady Rose Marine Services provides year round service on the Alberni Inlet between Port Alberni and Bamfield (www.ladyrosemarine.com); Orca Air (www.flyorcaair.com), Atleo Air (atleoair.com) and Tofino Air (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

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).

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 17th; in Ucluelet on February 26th; in Tofino on February 27th, and in Port Alberni on March 26th. 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 28th, 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 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)?	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 gaps are evident in the accessibility and affordability 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 opportunities for collaboration among stakeholders in the ACRD that will enhance the transportation 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.

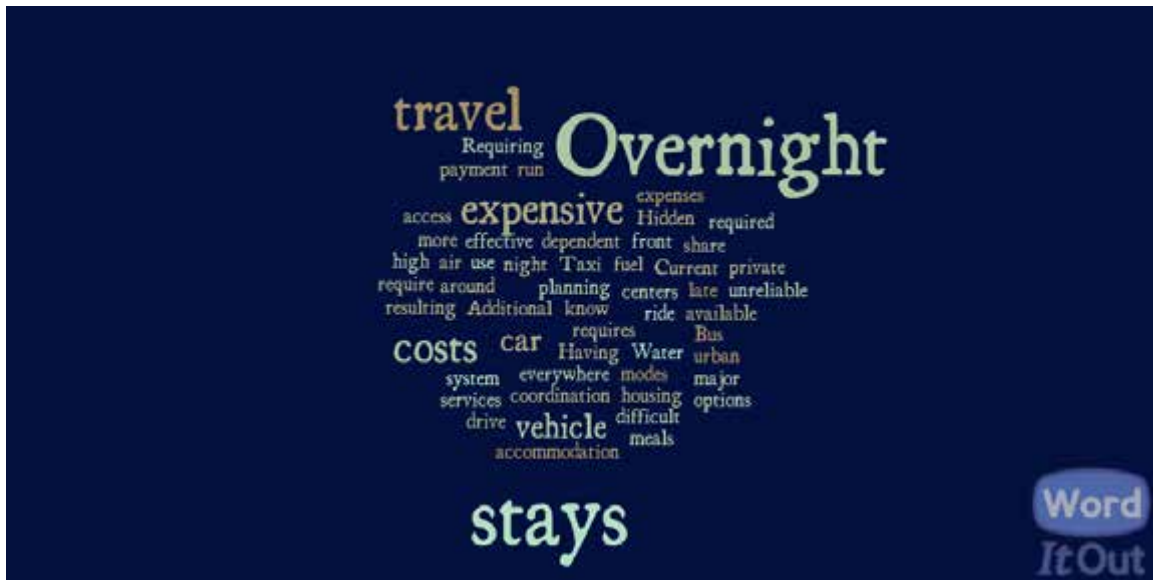
Participants across the region identified vulnerable populations as being particularly disadvantaged by the lack of accessible and affordable transportation options. One leader outlined that for people living on income assistance, the choice is often food or transportation. When the choice is to not 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 15th through September 15th.

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
Form transportation working group (TWG)	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
Improve travel coordination through website; enhance awareness of transportation options	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.
Purchase wheelchair accessible van to complement existing Wheels for Wellness program	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
Research provincial ownership of private roads into communities	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
Recognize marine corridors as highways	TWG, MoT	Address marine transportation priorities and respond as with rural resource roads	Once TWG is formed	Time
Coordinate medical professional visits to remote communities; enhance in-community services	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	
Develop regular transportation along the Ucluelet-Tofino peninsula	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		
Identify routes for enhancement within the Alberni Valley	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
Enhance broadband systems to all populations in the region	All levels of government, IH, tourism agencies, SD72	Unite and lobby for progress	Ongoing	
Support a community shuttle bus	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
Enhance awareness of transportation options – car shares, rides shares	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
Continued creation of health and social hubs within communities	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
Enhance active transportation options	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
More public engagement	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 19th. 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 17th from 3:00 – 6:30 pm at the Bamfield Community School

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

Tofino February 27th from 3:00 -7:00 pm at the Tofino Council Chambers.

Share your stories on social media!

www.facebook.com/AlberniClayoquotHealthNetwork,
[Twitter@achealthnetwork](https://twitter.com/achealthnetwork), and email 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:

Stakeholders		
Name	Organization	Title/role within organization
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 17th** 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, Twitter @achealthnetwork,
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

From: Russell Dyson
Sent: Wednesday, December 10, 2014 9:05 AM
To: Jaime Pascoe
Cc: Wendy Thomson
Subject: RE: Twin Rivers Restoration Letter of Support

I will submit your request for the consideration of the Board of Directors of the ACRD. Their next meeting is Wednesday January 14, 2015. Will this be in time?

From: jaimemichelepascoe@gmail.com [<mailto:jaimemichelepascoe@gmail.com>] **On Behalf Of** Jaime Pascoe
Sent: December-09-14 3:38 PM
To: Russell Dyson
Subject: Twin Rivers Restoration Letter of Support

Good Afternoon Russell,

I was given your email address from Kathleen Holland, the former Salmon Beach Manager. I was hoping that she could help me with a letter of support from Salmon Beach, but hopefully you will be able to help me out with this.

I am contacting you on behalf of the Central Westcoast Forest Society. We are currently applying for funding to complete another year of stream and forest restoration at Twin Rivers and would like your support for this project.

Last year we restored 435m of salmon and trout habitat and 1.4 ha of riparian forest; installed 47 boulders, 23 pieced of large woody debris, and 8 rootwads; deactivated 25m of road; and planted 170 conifers.

Next year we hope to continue work in the same area if funding allows.

A letter of support from Salmon Beach supporting this restoration work will significantly increase our chances of receiving funding for the project.

If you have any questions please do not hesitate to contact me.

Kind regards,
Jaime Pascoe

office: [250-726-2424](tel:250-726-2424)
mobile: [250-726-3951](tel:250-726-3951)

Dec 29, 2014

Penny Cote,
Director, Electoral Area "D",
Alberni Clayoquot Regional District

Dear Ms Cote,

At the recent Sproat Lake Community Association (SLCA) Director's meeting Dec 4, 2014, a motion was passed to send you a request to take to the ACRD to investigate and support the expansion of cell phone coverage in our Electoral area.

Current cell phone coverage is patchy at best, such that many residents do not have coverage in their own homes. Coverage does not reach all areas of the lakes for those on the water or in the area who may need emergency service. An example of a complaint received is a Hospital worker who must provide a primary contact number for staffing services for scheduling purposes. Her preference would be to provide a cell phone number as a 24/7 contact. Since she does not have cell phone reception at home, that is not an option for her, and she misses opportunities to pick up shifts when not at home.

Enhanced cell phone coverage for both residents and visitors would add improved communication, emergency response and visitor experience.

Thank you in advance for taking our request to the next ACRD Director's meeting.

Yours sincerely,

Nancy Harvey,
Treasurer, SLCA.

President
Président
Brad Woodside
Mayor,
City of Fredericton, NB

First Vice-President
Premier vice-président
Raymond Louie
Councillor,
City of Vancouver, BC

Second Vice-President
Deuxième vice-président
Clark Somerville
Councillor,
Regional Municipality of
Halton, ON

Third Vice-President
Troisième vice-présidente
Jenny Gerbasl
Councillor,
City of Winnipeg, MB

Past President
Président sortant
Claude Dauphin
Maire,
Arrondissement de Lachine,
Ville de Montréal, QC

Chief Executive Officer
Chef de la direction
Brock Carlton
Ottawa, ON

24, rue Clarence Street,
Ottawa, Ontario K1N 5P3

T. 613-241-5221
F. 613-241-7440

www.fcm.ca

December 8, 2014

Dear Members of Council:

Thank you for your ongoing support of, and involvement in, the Federation of Canadian Municipalities (FCM). I am writing to ask you to renew your membership for 2015-16.

As a member of FCM, your municipality has played a vital role in FCM's ability to achieve key successes in recent years. You know, as I do, that by working together we can make a real impact on the federal scene. Together, we have secured the indexed permanent Gas Tax Fund that municipalities use for local infrastructure. The Building Canada Fund was renewed for 10 years; new railway safety regulations were put in place and key housing programs extended. Without a strong FCM membership, these advances would not have been possible.

As the mayor of Fredericton, I know that the responsibilities of municipal leaders grow daily. Regardless of the size of our municipalities, we must continually improve our core infrastructure, protect our environment, build our economies and keep our communities safe. Yes, we have many achievements, but I know first-hand that there is much work left to do.

With a federal election around the corner, we have a unique opportunity in 2015 to bring your issues to the top of the federal agenda. We will use the election campaign to raise awareness among federal politicians about the importance of our cities and communities. Strong, healthy cities and communities are vital to the economic and social well-being of our residents.

On behalf of FCM, I ask that you renew your membership for the year 2015-16 so FCM can continue to represent you at the federal level. You will find enclosed your renewal form and other information about FCM.

Your support is appreciated. Thank you!



Brad Woodside
Mayor, City of Fredericton
FCM President





FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

**Membership Invoice
2015-2016
Facture d'adhésion**

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613-241-5221
F. 613-241-7440



Mr. Russell Dyson
Regional District of Alberni-Clayoquot
3008 - 5th Avenue
Port Alberni, BC V9Y 2E3
Canada

INVOICE/FACTURE: 34709
DATE: 11/25/2014
ACCOUNT/COMPTE: 231
DUE DATE/DATE LIMITE: 03/31/2015

ITEM/DESCRIPTION	AMOUNT/MONTANT
Membership Fee for April 1/15 to March 31/16 / Frais de cotisation du 1 ^{er} avril 2015 au 31 mars 2016 Municipal Dues Calculated with a base fee of \$330.00 plus per capita fees of \$4,027.41 (fee population of 28,829 x 13.97 cents).	\$4,357.41
Optional contribution towards a travel fund that supports the participation of elected officials from small communities in FCM's National Board of Directors (fee population of 28,829 x 1.75 cents).	\$504.51
TOTAL:	\$4,861.92
PAID AMOUNT/MONTANT PAYÉ:	\$0.00
BALANCE DU/MONTANT DÛ:	\$4,861.92



ACCOUNT/COMPTE: 231

DATE: 11/27/2014

Regional District of Alberni-Clayoquot, BC

MEMBERSHIP FEES PAID BY / FRAIS D'ADHÉSION PAYÉS PAR :

Regional District of Alberni-Clayoquot

	Population*
Alberni-Clayoquot A	192
Alberni-Clayoquot B	456
Alberni-Clayoquot C	433
Alberni-Clayoquot D	1,701
Alberni-Clayoquot E	2,885
Alberni-Clayoquot F	1,916
City of Port Alberni	17,743
District of Tofino	1,876
District of Ucluelet	1,627
	28,829

MEMBERSHIP FEES PAID BY MUNICIPALITY / FRAIS D'ADHÉSION PAYÉS PAR LA MUNICIPALITÉ

	Population*
Uchucklesaht Tribe Government	19
	19

From: Iris Hesketh-Boles [<mailto:iheskethboles@ubcm.ca>]
Sent: Tuesday, January 06, 2015 8:48 AM
Cc: Janis Bell; Gary MacIsaac; Rebecca Williams
Subject: CORRECTED: 2015 Regional District CEO/CAO Forum

Please forward to Chair, CAO and staff supporting both positions.

Planning for the annual Regional District CEO/CAO Forum has begun. As has been done in the past, the Forum has been scheduled in advance of the Municipal Finance Authority's financial forum and annual general meeting and is set for:

1:00-5:00 pm, Tuesday, March 24, 2015
8:00 am-1:00 pm, Wednesday, March 25, 2015

Vancouver Island Centre/East Ballroom
Hotel Grand Pacific, 463 Bellville Street, Victoria, BC

Attached is the Invitation from Chair Al Richmond and the Registration Form with the hotel booking information (note that the room block releases on February 24 so please book early). UBCM will be coordinating the logistics and registration process.

Chair Richmond is also seeking input into the agenda with suggestions to be forwarded by email to Janis Bell jbelle@cariboord.bc.ca by **Friday, January 30, 2015**.

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
avicc.ca

MEMORANDUM

To: Regional District CAO's and Chairs

From: Al Richmond, Chair
Cariboo Regional District

Date: January 5, 2015

**SUBJECT: REGIONAL DISTRICT CEO/CAO MEETING
MARCH 24/25, 2015 – HOTEL GRAND PACIFIC, VICTORIA**

It's time to begin planning for the annual Regional District CEO/CAO Forum.

As has been done in the past, the forum has been scheduled in advance of the Municipal Finance Authority's financial forum and annual general meeting and will be held:

**1:00-5:00 pm, Tuesday, March 24, 2015
8:00 am-1:00 pm, Wednesday, March 25, 2015**

**Vancouver Island Centre/East Ballroom
Hotel Grand Pacific, 463 Bellville Street, Victoria, BC**

Attached is a Registration Form with the hotel booking information for those who would like to get the paperwork completed early. For those that wish to wait to register closer to the event, please do book these dates into your calendar; in addition, it is strongly suggested that your hotel accommodation be reserved early (the room block releases on **February 24**). UBCM will be coordinating the logistics and registration process.

The agenda for the day needs to be considered in order that necessary resources or speakers can be arranged. Likely the Ministry will again seek to participate on new issues at the Ministry relative to Regional Districts and there will probably be a presentation by UBCM on issues or programs that affect the RD's.

At this point I am soliciting topics that either your RD would like to see on the agenda, speak to, or arrange for speakers and materials. Please send suggestions by email to Janis Bell (jbelle@cariboord.bc.ca). RD's are asked to be prepared to arrange for speakers and materials for their suggested agenda topics. Please forward your suggestions by **Friday, January 30, 2015**.

REGIONAL DISTRICT CEO/CAO FORUM

1:00-5:00 pm, Tuesday, March 24, 2015
8:00 am-1:00 pm, Wednesday, March 25, 2015

Vancouver Island Centre/East Ballroom
Hotel Grand Pacific, 463 Bellville Street, Victoria, BC

REGISTRATION FORM

NAME: _____

TITLE: _____

REGIONAL DISTRICT: _____

EMAIL ADDRESS: _____

SPECIAL DIETARY REQUIREMENTS: _____

REGISTRATION FEES: As has been done in the past, costs will be invoiced on a per capita basis after the event. Sponsorships have been requested, but as yet are unconfirmed.

ACCOMMODATION: As the RD CAO/CEO Forum is being held in conjunction with the MFA Financial Forum/AGM, you may access the MFA has a block of rooms that has been set aside at the Hotel Grand Pacific at a discount rate of \$92/single. Please contact the hotel at: 1-800-663-7550 and quote "Municipal Finance Authority of BC or MAR15MFABC". These rates will only be available until **February 24, 2015**. PLEASE BOOK EARLY.

PLEASE RETURN THIS REGISTRATION FORM TO:

ATTENTION: Iris Hesketh-Boles
FAX: (250) 356-5119
EMAIL: iheskethboles@ubcm.ca
MAIL: 525 Government Street, Victoria, BC V8V 0A8

DEADLINE FOR REGISTRATION: *Wednesday, March 18, 2015*. Early registration is always appreciated to assist in planning for the event.

An agenda will be distributed as the details are finalized. If you require additional information or need to follow-up your registration, please call 250-356-5133.

From: Watson, Stephen [<mailto:Steve.Watson@bchydro.com>]
Sent: December-05-14 8:33 AM
To: Steve Tatoosh; Hugh Braker (Work); Laurie L'Heureux; Ken Watson; Russell Dyson
Cc: Laycock, Tara; Christie, Heather; Louwers, Karla; Erven, Alison; Mainprize, Eric; Dermody, Neal; Gill, Rob
Subject: Ash River - seismic reviews and dam safety

Hello everyone,

Today, BC Hydro issued a news release that is attached. Please read over. Further along in this email I have provided some perspective on the Ash River facilities.

BC Hydro's dams are safe and well managed. A 2013 independent external audit by two international experts in dam safety that found BC Hydro has a strong Dam Safety Program and a robust risk assessment process consistent with international best practices.

The latest information and further facility study indicates that the seismic hazard at Jordan River, Campbell River and Bridge River is higher than previously understood. Since the summer, BC Hydro has been communicating and working with municipalities, regional districts, First Nations and local emergency planners about the implications of this new information with respect to those three systems. I have copied below today's Campbell River Courier-Islander story.

So what does this seismic study information and follow up facility studies mean for the Elsie dam, located about 40 km up the Ash River from Port Alberni? The results of the study indicate that the seismic hazard at Elsie Dam has increased. The dam, as you know, underwent a major dam safety seismic upgrade from 2000 through 2004. The upper sections of the dam were rebuilt and the water release mechanisms were seismically upgraded. The dam is capable of withstanding a major earthquake. There is no immediate cause for concern; however, a future study will be completed to assess the performance of the dam given the increase in seismic hazard. For Vancouver Island, we are focused on the Jordan and Campbell River systems.

On behalf of BC Hydro, I am reaching out to you so you are aware of this issue and should you have any questions, to please contact me. Chief Tatoosh and Chief Braker, please contact Alison from BC Hydro should you have any questions. People in the Alberni Valley may contact you about the Elsie dam's withstand upon seeing the upcoming media coverage (including today's Vancouver Sun story) so it's good you are informed and have contacts in place – you can also forward members of the public on to me.

More information can be found at www.bchydro.com/damsafety.

Thanks,
Stephen

Parts of city could be under 11 metres of water; Authorities plan public education series in case the 'big one' hits and Hydro dams give out
Campbell River Courier-Islander
Fri Dec 5 2014

If the 'big one' hits, areas of Campbell River could be under 11 metres of water. That's part of the message the city, Strathcona Regional District and BC Hydro want to get out to residents as they launch a public information campaign about the flood risk and evacuation procedures should a worst-case earthquake hit the area.

BC Hydro says that flood water from a dam breach caused by a major earthquake could arrive within 30 minutes to an hour and flood large areas of Campbell River - some areas near the river up to 11 metres deep.

"The only notification we might get about potential flooding is when we feel the effects of a major earthquake," says Howie Siemens, the Emergency Coordinator for the Strathcona Regional District and the City of Campbell River. "We need to make sure we are prepared in advance to evacuate identified areas within the city in time."

But before you push the panic button, authorities want to make it clear that this is a worst-case scenario only and that work is under way that will make the dams even more seismically sound.

"To be really clear, we are only talking about a major earthquake that could damage our dams," said BC Hydro's Stephen Watson. "This is the kind of earthquake that causes considerable damage to ordinary buildings, including partial collapse. This isn't about a moderate earthquake but a major one with longer and stronger ground movement, with its epicenter near Campbell River." Watson says it is unlikely that one of the dams would fail immediately following a major earthquake. Yet he said there is a need to plan for the worst case scenario.

"Under normal conditions the three dams in the Campbell River system are in good shape and well managed for public safety and flood control," said Watson. "We also need to plan for a worst-case scenario where a major earthquake could damage our dam system and release water downstream. The good news is that BC Hydro has a plan over the next 20 years plus to bring the John Hart and Strathcona dams up to current seismic guidelines. Until that work is complete, these two dams may not withstand a major earthquake."

Campbell River's deputy city manager and emergency lead Ron Neufeld said even though work is being done over the next 20 years precautionary measures are in order. "General emergency response plans for BC Hydro's dams have been in place for decades, and BC Hydro has been very open and candid with information," says Campbell River's deputy city manager and emergency lead Ron Neufeld. "Until the upgrades to the dams are completed, we're working with BC Hydro and the Strathcona Regional District to get the information out to the community so that people can be better prepared in the event of potential flooding related to a major earthquake."

"Mapping information from BC Hydro, including water arrival times and depths from a potential dam failure, has helped us develop emergency plans over the years," adds Siemens. "Now, for perhaps the first time in the province, BC Hydro is releasing a map to the public so we can all be better prepared." On Dec. 3, the City of Campbell River issued letters to all the residents and businesses within the potential flood or evacuation area. The letter includes two brochures with an evacuation area map for the region and the city. The brochures show the possible water arrival times and depths, and tips to prepare so the community is ready to react.

The brochures are also posted on the BC Hydro, city and Strathcona Regional District's websites, and paper copies are available at city hall, recreational facilities, the Strathcona Regional District office at 301-990 Cedar Street and Strathcona Gardens. Frequently asked questions are also answered on the City and Strathcona Regional District websites (www.campbellriver.ca under City Services /PublicSafety - and at www.strathconard.ca - under Services /Protective Services).

The letter includes information about public education workshops, hosted by the city, set for Dec. 11 and 15. Two separate sessions will run on Dec. 11 (one at 2 p.m. and one at 6:30 p.m.) at the Tidemark Theatre. Seating is limited to 400 people per session and will be filled on a first-come basis. A third session at the Tidemark will run on Dec. 15 at 2 p.m. Presentations by BC Hydro and members of the community emergency preparedness team will provide information on how to prepare for this risk. There is also a session planned for members of the Campbell River Indian Band. A video recording of a community workshop presentation will be posted on YouTube and linked from the BC Hydro, City of Campbell River and Strathcona Regional District websites.

"BC Hydro's immediate plan in the event of a major earthquake is to conduct an emergency reservoir drawdown, which would send more water downstream and potentially cause some flooding along the immediate river area," Watson adds.

BC Hydro is providing support to agencies and emergency responders to address this interim risk.

"Our information and follow-up modeling of the Campbell River system dams, have found that the downstream risks are significant should a major earthquake hit the area before our dam safety seismic upgrades are completed," Watson says. "We are grateful for the support of the local emergency responders and their work to prepare the community to be able to act in the interim. However, people also need to know that there is a plan, a good plan, to upgrade those dams to a 1-in-10,000 year major earthquake level."

While the focus for this public information campaign is on what to do in the event of a major earthquake, people in Campbell River also need to remember that a series of major storms could also flood similar areas of the City.

"A major earthquake or a major flood event should be part of people's personal or business emergency preparedness plan if you live or work within the evacuation area," says Siemens. "We should all plan responsibly, so we can feel ready for the worst case scenario."

Stephen Watson

Stakeholder Engagement and Communications
Vancouver Island

BC Hydro

P.O. Box 1500
400 Madsen Road
Nanaimo, BC, V9R 5M3

Office: 250.755.4795
Mobile: 250-616.9888
bchydro.com

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-BCHydroDisclaimerID5.2.8.1541

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<http://www.portalberni.ca>

Karla Louwers

BC Hydro, Public Affairs Officer
PO Box 1500, 400 Madsen Road
Nanaimo, B.C. V9R 5M3
Phone: 250-755-4713
Fax: 250-755-7120
E-mail: karla.louwers@bchydro.com

December 8, 2014

Board Chair and Directors
Alberni-Clayoquot Regional District
3008 Fifth Ave
Port Alberni, BC, V9Y 2E3
E-mail: osborne@tofino.ca
Wendy.thomson@acrd.bc.ca

Dear Chairperson Osborne and Directors

Re: Long Beach Area Reinforcement Project

BC Hydro would like to provide an update on the Long Beach Area Reinforcement Project, a project to meet load growth and reinforce the reliable delivery of electricity to the west coast of Vancouver Island.

The Project involves the upgrading of the substations at Great Central Lake substation near Port Alberni and the Long Beach substation near Ucluelet. These two regional substations were constructed about 50 years ago and are now pushed to capacity. They are being replaced with new stations and transformers that have more than twice the capacity and will serve the west coast for another 30 to 50 years. The project is in the implementation phase and station construction is underway at both sites.

Site earthworks and station construction

Windley Contracting was awarded the site preparation contract at the Long Beach substation. Work began in April 2014 and was completed in June.

Palladian Contracting was awarded the site preparation contract at the Great Central Lake substation. Work began in April 2014 and was completed in July.

A Request for Tenders for the civil and electrical works at both substations was issued on BC Bid in April 2014 and the work was awarded to F&M Installations (FMI) in June. FMI has mobilized to site at both substations and station construction is underway. The upgraded substations are scheduled to be in service summer 2015. Below are recent photos of each of the construction sites.



Long Beach substation – November 2014

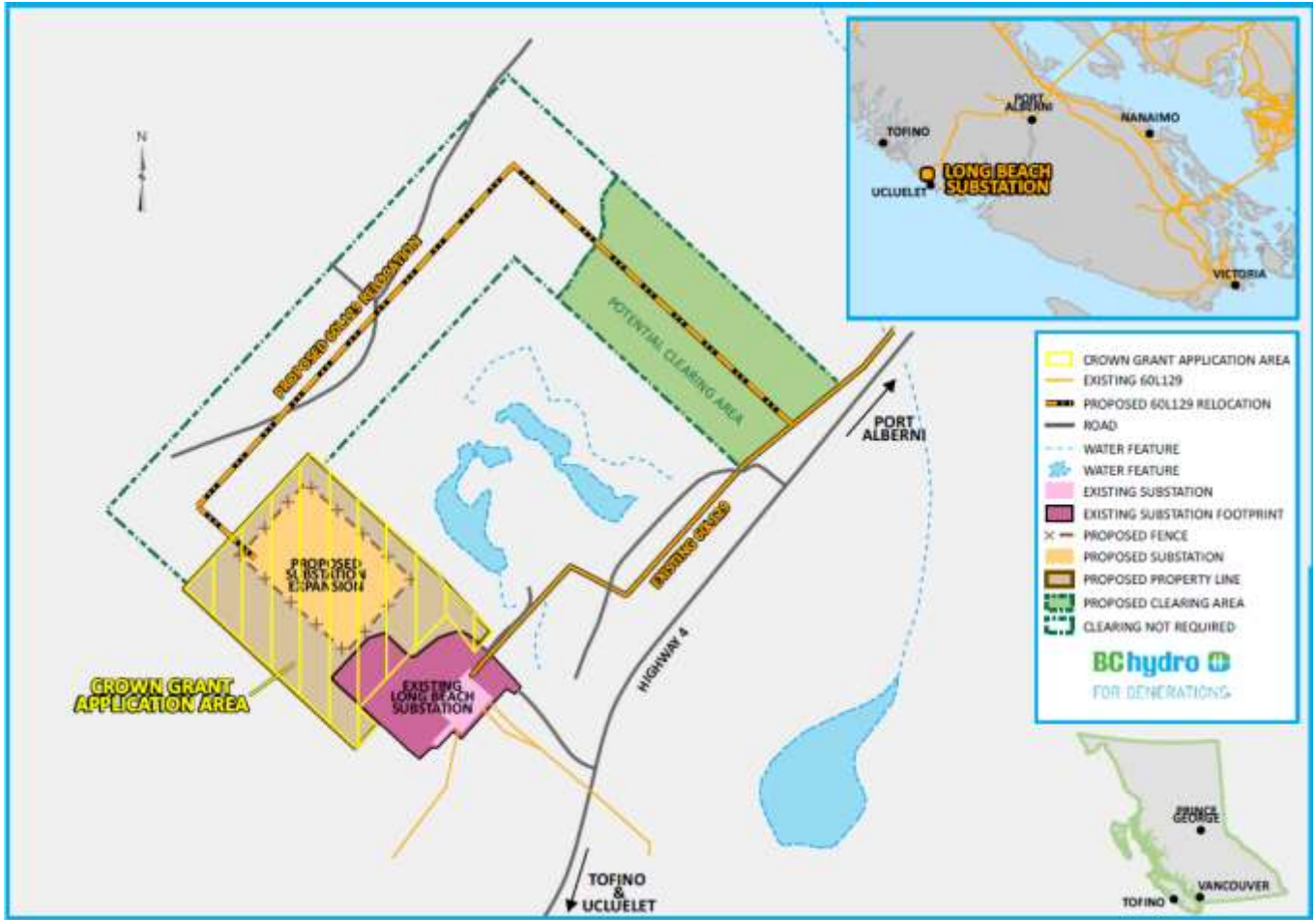


Great Central Lake substation – October 2014

Vegetation removals

Work to reroute approximately 500 metres of transmission line in to the Long Beach substation is planned for spring 2015. Clearing work will happen in advance of this and is expected to begin in

February 2015, prior to the bird nesting season. Please refer to the below image that shows the current and proposed alignment of the transmission line as well as the potential clearing area.



Along the relocated transmission line route a one-time 75 metre clearing width is needed to mitigate the risk of trees falling onto the new circuit. The clearing width was determined based on the height of trees and required electrical clearance to the new transmission line. Following this initial clearing, trees will be allowed to grow within the cleared area. BC Hydro will then maintain an 18 metre clearing width for public safety and power reliability. The initial clearing area is greater than the maintained clearing width because newly exposed trees are more vulnerable to winds and are susceptible to failure.

Should council or staff have any questions, or if you would like a presentation please contact Karla Louwers at 250-755-4713 or karla.louwers@bchydro.com.

Sincerely,

Karla Louwers

Karla Louwers

CC Charles Young, Project Manager, LBAR Project, BC Hydro
 CC Stephen Watson, Stakeholder Engagement Advisor, BC Hydro



December 2014

Dear Regional District Chair and Directors:

On behalf of all of us here at BC Transit, congratulations on your recent elections.

BC Transit is a Crown corporation established by the provincial government to support local investment in transit services across the province (excluding the Metro Vancouver area served by TransLink). To do this, we work in partnership with 59 local governments, like yours, across British Columbia.

As a result of this partnership, 130 communities around the province are able to provide a public transportation system for their residents. In addition to the mobility benefits, transit service also reduces environmental impacts and infrastructure costs for your community. Your local government and the Province, through BC Transit, share funding for transit services in your community.

We would very much appreciate the opportunity to share more information and discuss the benefits of our partnership with you. We are writing to offer a presentation to your Regional District or a committee of your District.

If you are interested in receiving a presentation, please contact me personally by phone, 250-995-5680 or email, manuel_achadinha@bctransit.com, and I will arrange for a Regional Transit Manager to follow up with you.

I also want to inform you of an exciting opportunity for you to get to know BC Transit better. Each year, BC Transit hosts an Annual Workshop and invites representatives from our local governments and operating partners to meet with us to share ideas, consult on major transit initiatives and develop solutions to address challenges facing public transit. This year's event is April 27-29, 2015 in Agassiz-Harrison. We will send you an invitation soon and hope you will consider joining us.

For general information, I have enclosed a copy of the BC Transit Advantage which summarizes the many benefits of public transit. You can also visit our website at www.bctransit.com

Thank you for your consideration of this request and for your service to your community.

Sincerely,

Manuel Achadinha
President and Chief Executive Officer





December 2014

Dear Mayor and Members of Council:

On behalf of all of us here at BC Transit, congratulations on your recent elections.

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For general information, I have enclosed a copy of the BC Transit Advantage which summarizes the many benefits of public transit. You can also visit our website at www.bctransit.com

Thank you for your consideration of this request and for your service to your community.

Sincerely,

Manuel Achadinha
President and Chief Executive Officer





FOR IMMEDIATE RELEASE

December 11, 2014

OCEANSIDE INITIATIVES TO LEAD REGIONAL ECONOMIC DEVELOPMENT PLANNING PROCESS

COURTENAY – The Parksville and Qualicum Beach area is on its way to creating a long-term, Regional Economic Development Strategic Plan thanks to the work of Oceanside Initiatives and financial support of \$10,000 from the Island Coastal Economic Trust.

The Oceanside Initiatives partnership includes representation from Parksville, Qualicum Beach, Nanaimo Regional District as well as School District 69 and Vancouver Island University. In the past few years the group has completed a detailed competitive analysis of the Parksville-Qualicum Beach area as well as a comprehensive strategy to attract “lifestyle entrepreneurs” to the area.

The success of these regional initiatives has led Oceanside Initiatives to the next logical step, the development of a multiyear Regional Economic Development Strategic Plan.

“From their competitive analysis to their strategy and marketing tools, Oceanside Initiatives has been committed to ensuring continued growth in the region,” said ICET Chair Phil Kent. “This next step will build on the work already completed, and set out immediate, concrete actions to attract new businesses and keep them over the longer term.”

The Strategic Planning process will include research review, needs assessment, gap analysis as well as community and stakeholder consultation. Based on the data collected and incorporating best practices, a multiyear strategic plan that addresses business attraction, retention, expansion and succession planning will be developed.

“We’ve completed the first few steps in propelling the Parksville-Qualicum Beach area forward,” said Town of Qualicum Beach Mayor, Teunis Westbroek. “This project is about the longer term: diversifying the economy; bringing in new businesses and helping those currently doing business to grow.”

This strategic planning process is expected to begin in early 2015 and be completed in early spring.

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

-30-

For further information:

Line Robert, CEO
Island Coastal Economic Trust
Tel. 250-871-7797, ext. 227
line.robert@islandcoastaltrust.ca

Mayor Phil Kent, ICET Chair
City of Duncan
Tel. 250-709-0186
mayor@duncan.ca

Kim Burden, Executive Director
Parksville & District Chamber of Commerce
Tel. 250-248-3613
kim@parkvillechamber.com



FOR IMMEDIATE RELEASE

December 18, 2014

FASTER, MORE SECURE INTERNET MEANS JOBS FOR LASQUETI ISLAND

COURTENAY – Slow Internet will be a thing of the past for residents and businesses on Lasqueti Island thanks to a \$20,000 grant from the Island Coastal Economic Trust that will see infrastructure upgrades and permanent headquarters for the Lasqueti Internet Access Society.

“Over time, increased demand has created a bandwidth deficit on Lasqueti Island,” said ICET Chair Phil Kent. “We know that communities need reliable Internet for businesses to remain competitive, to attract residents and tourists, and to promote development.”

Embracing the concept of ‘Live here, work anywhere’, the Lasqueti Internet Access Society (LIAS) proposed the project as a way to help secure the economic future of the Island.

Partnering with the Lasqueti Last Resort Society, LIAS is putting up a new service building adjacent to the new Health Centre Complex. The second floor of this building will provide LIAS with a permanent facility to accommodate its technician and equipment. In addition to this building, LIAS will be increasing the community’s bandwidth, replacing tree mounts with metal towers, and upgrading the backup charging systems.

“With Lasqueti’s off-grid situation and rugged terrain, we had to rely on grant funding and volunteer hours to build our current Internet service,” said LIAS Director Willy Clark. “Like the rest of the world, use of “smart” phones and devices has increased the demand for Internet bandwidth. Our Island attracts a younger demographic of families, small business owners and remote workers, so reliable internet access is essential to retain and attract them in order to sustain and grow our economic opportunities.”

Since 2007, the non-profit Lasqueti Internet Access Society (LIAS) has been providing broadband Internet service on Lasqueti Island with a minimal budget and the support of volunteers.

The project will begin immediately and should be complete by May 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

-30-

For further information:

Line Robert, CEO
Island Coastal Economic Trust
Tel. 250-871-7797, ext. 227
line.robert@islandcoastaltrust.ca

Mayor Phil Kent, ICET Chair
City of Duncan
Tel. 250-709-0186
mayor@duncan.ca

Willy Clark, Director
Lasqueti Internet Access Society
Tel. 250-248-7866
willy@lasqueti.ca



FOR IMMEDIATE RELEASE

January 7, 2015

GRANT WILL HELP SAYWARD GROW ITS MARINE SECTOR

COURTENAY – New businesses and increased marine tourism could all be part of the plan for Kelsey Bay Harbour after an in-depth needs analysis is conducted thanks to a \$5,705 grant from the Island Coastal Economic Trust.

“Over the years, Kelsey Bay has been recognized as a strategic asset for the west coast commercial fishery and a key access point for marine tourism,” said ICET Chair Phil Kent. “Not only will this plan ensure Kelsey Bay keeps that position, it will further strengthen it and attract new businesses to the region.”

Identified as a key priority in the Sayward Economic Development Strategy Report, the Sayward Harbour Authority, Village of Sayward, Hub City Fisheries and other proponents are committed to ensuring any redevelopment capitalizes on all opportunities. The grant will provide the funds needed to conduct an analysis to ensure the needs of all harbour users, current and future, are properly assessed and integrated into the harbour development plans.

The project will include a complete site review and stakeholder consultations resulting in a report providing an assessment of the harbour’s current capacity and recommendations for the development required to accommodate future activities.

“We know there is great potential in redeveloping the harbour,” said Sayward Harbour Authority President Fred Rhodes. “With proper planning and expansion we can expect to see increased employment during the fishing season, marine sector business expansions as well as new tourism and hospitality sector opportunities. For a small community hard hit by the resource sector downturn, this is a huge opportunity to bring good jobs and vitality back to the Sayward Valley.”

Kelsey Bay is a small harbour located in the Village of Sayward, situated between Campbell River and Telegraph Cove on Northern Vancouver Island. The harbour provides public, commercial, and private facilities to a variety of users.

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.

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Mayor Phil Kent, ICET Chair
City of Duncan
Tel. 250-709-0186
mayor@duncan.ca

Fred Rhodes, President
Sayward Harbour Authority
Tel. 250-282-0079
lgibson@saywardvalley.net



December 8, 2014

Alberni Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Re: Vancouver Island North Film Commission Request for Financial Support

Dear Regional District Board Directors,

INfilm's mandate is to promote and facilitate film & television production in the mid and north Island region. On behalf of the Board and staff of the Vancouver Island North Film Commission (INfilm), it gives us great pleasure to provide for your review, a copy of our 2014 Year End Report, 2015 Budget Forecast and a Five Year Business Plan.

Since its inception in 2001, INfilm has facilitated productions throughout the Alberni Clayoquot Regional District region. We include your location images in any relevant location request as well as in all our marketing campaigns. We have a working relationship with Tourism and the Chamber of Commerce through your region.

INfilm has a track record of success, over the years we have developed a stand alone digital photo database and have populated it with over 35,000 images. It is the key asset which, allows us to respond quickly to location requests. We have 233 unique locations and 5,660 images of the Alberni Clayoquot Region shot, categorized and loaded to the library. We have included 16,650 Alberni Clayoquot Regional images in the portfolio's we have sent out to clients.

In the fall of 2014 we partnered with the Alberni Economic Development office to undertake a location photo project. We provided training for a local photography Mr. Sandy McRuer who is now contracted to provide location photography support to our office.

INfilm is a not for profit society, recognized as one of 8 regional film offices by the Province of BC. Under the AFCI (Association of Film Commissioner International) certified commission bylaws we can not charge our clients for our service, we receive our core funding through grant in aides or service contracts with the towns and regional districts we service. Our current funding partners believe in the value of a regional organization and together provide the financial support to fund the organization.

INfilm feels confident that once the reports have been reviewed, the Alberni Clayoquot Regional District will continue to see value in the work being done by INfilm in support of economic development and trust our current funding arrangement will continue without interruption. We will submit a grant in aide application in early January 2015. The board would like to recognize the support of former ACRD Director Cindy Solda, we look forward to receiving confirmation of the ACRD liaison who will be appointed to our board in 2015.

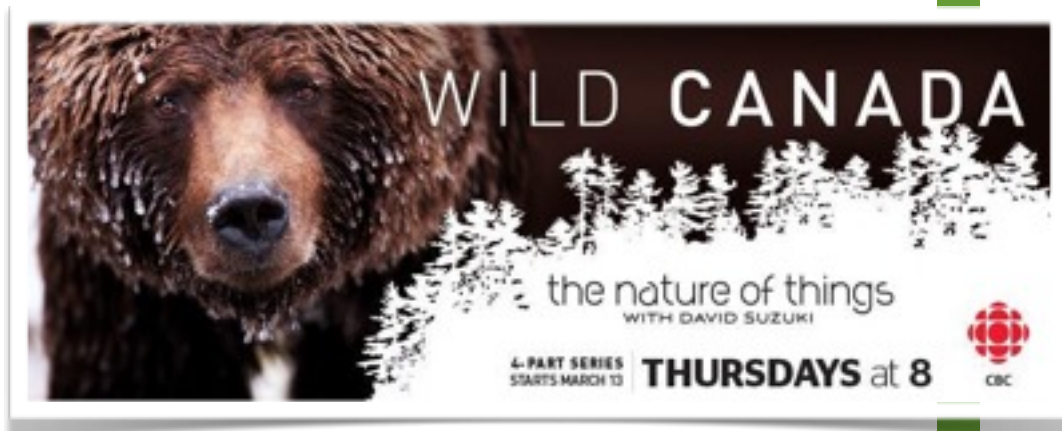
In good faith,

A handwritten signature in blue ink that reads "Stephanie Tipple".

Stephanie Tipple, President, Vancouver Island North Film Commission

Island North Film Commission
#900 Alder Street, Campbell River, BC V9W 2P6
www.infilm.ca

Vancouver Island North Film Commission



Year End Report
2014

Executive Summary

2014 A Year In Review

This report provides a summary of the Vancouver Island North Film Commission work to promote and facilitate film and digital media production for Mid and Northern Vancouver Island.

The report touches on strengths, weaknesses, challenges and opportunities, in particular decisions made by production in areas outside of our control.

The report highlights leads, projects shot or presently filming, marketing, activities, professional development and collaborative community partnerships.

The report provides a snapshot of some of the location assets currently most requested by industry and an update on the current level of images shot, categorized and accessible from our online digital library.

Finally, the report will outline 2015 industry forecast and INfilm priorities

The Motion Picture Production Association of BC recently returned from a trade mission to Los Angeles. According to a report from the CEO of Creative BC Richard Brownsey, they are forecasting a banner year for the Film and Television Industry. With the falling Canadian dollar along with the level of the qualified crew and infrastructure, the wide variety of locations throughout the Province all only 2/12 hours from LA, BC is preparing for a very busy 2015. Mr Brownsey report that they had many serious conversations with potential clients while in LA.

2014 Strengths

Tools - Over the past fourteen years INfilm has developed a *comprehensive industry database* of location images. We led the industry in our early transition from 35 mm static location photos through the development of an online digital system that now houses over 35 thousand digital location photos. Each photo is carefully optimized, categorized and uploaded into a searchable system. The photos are also exported to the main location library at Creative BC. In a sector as global as the film industry, this tool allows us to maintain a competitive edge by responding instantly to any request for location in our region.

Network - The strength of *our relationships* is a key driver to our success. Twenty years of developing relationships with Producers and Location Managers, studios, independent production companies as well as working relationships with our community partners, cities and towns, regional districts, First Nations, economic development offices, private forest and mining companies, all levels of parks from regional to provincial and federal. INfilm knows who to go to and how to make it work for all involved.

Professionalism - INfilm has a *reputation* as a professional Film Commission, a fixer, a go to organization who makes things happen whether its late at night or over the weekend. We understand our clients work on a world clock and often decisions are made based on who provides the material and support in the quickest turnaround time.

What Not To Do - *Confidentiality* is mandatory, with millions of dollars invested in their projects, whether we land the project or not a good film office lives and dies though their understanding of the value of a intellectual property rights.

Technology - In a world of *social media* madness INfilm keeps up a current and informative Facebook and Twitter feed. In a digital world you need to use whatever means possible to stay current.

Professional Development - You must keep up to compete, INfilm staff maintain a level of certification required to be recognized by the Association of Film Commissioners International as well as Creative BC. The Film Commissioner has completed the all the formal training and is now recognized as a *CFC, Certified Film Commissioner*. INfilm's Special Projects / Location Manager has completed Film Commission Fundamentals and Film Commission professional courses.

2014 Challenges

INfilm has an outstanding track record for landing projects in the region, however there are factors which, effect the studios decision making process that are completely outside of our control. This year we worked on many large budget studio features. We coordinated the right locations, the right partners, satisfied the logistical, legal and permitting requirements yet in the end these productions did not land in our region. In one case the star talent was not available, another project took too long to get off the ground and missed the weather window, while in another case the Canadian Producer quit the show and it went down. Whether “we land” the production or in cases like these “do not” it is important to understand we provided each and every production the same level of service, from script breakdown, location research, scouting through to on the ground location surveys.

2014 Weaknesses

Transportation - We live on an *Island* and face the same issues as other sectors, the high costs of moving goods and people to and from our locations. BC Ferries has been a strong supporter of our work, they provide assistance for our staff to travel to and from our many locations. When it comes to moving the vast amount of transport trucks and equipment needed to support film production we are always faced with the chance that the cost will deter them from working on the Island. We have approached private industry to try to work out some competitive options. While the private sector is most helpful some of Transport Canada’s regulations are proving to be prohibitive. The other option is by air, again we face the problem of the costs associated with travel.

Local Crew Base - Unlike our neighbors the South Island Film Commission who’s service area is the Victoria Capitol Regional District, INfilm covers an area of over 22,000 square miles, the majority of our clients must bring the crew with them. Travel costs and per-diem mount up quickly. This is a bottom line driven industry if they can send the crew home at night they can stretch there budget.

Core Funding - INfilm runs on a tight budget, we maximize every dollar. As a Not For profit we must raise the budget yearly to service the region. We go into every year working off a forecasted budget never completely sure as to the level of support we ultimately have to work with. The Province of BC through Creative BC provides a portion, the rest must be raised from the communities we service. We have come a long way in developing service contracts with our community partners and we hope to continue to leverage ever opportunity we can to maintain a high level of service to the client and the community.

Goals & Opportunities - 2015

Many of our strengths, weaknesses and challenges lead us to our opportunities.

Unions and Guilds - This year we reached out to the unions and guilds to begin new conversations on how to approach building a local crew base. In the past they were hesitant to give us much information regarding their membership, confidentiality played a big role in our lack of knowledge. INfilm respectfully chose not to go around the unions in an attempt to find out information, instead we respected their position and worked with them when the opportunities arose. We now believe that with the new information the unions are sharing and by continuing to foster a relationship based on mutual respect we have an opportunity to move forward in 2015 with a goal to build a stronger crew base in our region.

Infrastructure - this goes hand in hand with crew development. As production begins to expand beyond the borders of the lower mainland identifying potential studio space becomes another key asset to attracting a tax series or a feature that comes for more than just the unique location. We are presently working with a few private land owners who have available warehouse space.

Film Induced Tourism - Film Tourism describes the effects that film and TV production can have on our travel decisions as they inspire people to experience the screened places firsthand. Not only is film tourism an excellent vehicle for destination marketing it also presents an opportunity to theme existing attractions with a film connection. In 2015 INfilm will be working closely with the Ministry of Jobs Tourism and Skills Training on a pilot project to support the development of Film Tourism in our Region.

Website - While the back end of INfilm's website is functioning well the front end is in dire need of a facelift. We leveraged grant funding many years ago to develop the site, it is now very outdated. Our website gives our clients an opportunity to find locations and information from which they could make a decision to call or not to call. In 2015 one of our priorities is to find the funding to update our front end.

Locations Images - The location database is our most important asset. We will continue to scout and photograph new locations as well as updating existing files

Job Creation

“INfilm is not responsible for creating jobs, it is responsible for creating the conditions that help companies create jobs”

Locals Working On Set

The film industry is mobile, they come to town with thousands of feet of trucks, crew and equipment. INfilm works with every production to support their needs including local crew and local businesses.



Local Crew Development Motion Picture Orientation Workshop

INfilm coordinated a regional workshop in Qualicum Beach, 25 locals participated in a 2 day certification program they require to work on a union film set.

Database Business & Local crew

Over the past 10 years we have built up a database of available local hire as well a list of businesses who regularly service a production. We encourage each new client to purchase their goods from the communities they are working in. We now have three trained locations scouts working for us on a contract basis. One in Port Alberni, one in Nanaimo and one in Campbell River.



Marketing The Region



AFCI Location Trade Show LA

INfilm working together with Creative BC and the BC Regional Commissions to market British Columbia as a film destination



AFCI Cineposium NY

International Film Commissioner's Professional Development Conference. INfilm's Joan Miller networking with Batman's Executive Producer Michael Uslan



SPARK Animation Vancouver

INfilm works on the committee to host BC's Animation and VFX conference & festival.



SIGGRAPH Vancouver

INfilm an active member of this is International organization on Computer Graphics and Interactive Techniques

REGIONAL FILM FUNDING / INTERIM 4th QUARTER REPORT

Location requests serviced to date Final Report report to Creative BC Jan 2015

Service Description:	Total
Feature Films	24
Short Films	3
TV Series	10
TV Reality	8
Commercials	16
MOW	1
Documentaries / Documentary Series	5
Video	1
TOTAL TO DATE	68

PROJECTS SHOT or PRESENTLY FILMING TO DATE

Project Type:	Project Title:	Company:	Country:
TV Reality	Amazing Race Canada	Insight Productions	CA
TV Series	Last Survivor	Left Field Pictures	USA
TV Series	The Hour	CBC	CA
Feature	Black Fly	Black Fly Productions	CA
TV Series	My Favorite Places	Travel Channel	USA
TV Series	Flying Wild	Blast Films	UK
TV Series	Rueben Vs. Geraldine	BNN	Belgium
TV Series	Get Away Travel	Nine Network	Australia
Commercial	Infinity	Blue Ant Media	CA
TV Series	Lumberjack	Canada Sport Fishing	CA
Feature	Into The Forest	Rhombus Media	CA
TV Reality	What's for Sale w/ a View?	Cottage Life TV	CA
Mini-Doc	Return of Humpbacks to BC	BBC	UK
Commercial	Subaru	MOP	CA
TV Series	Les Chalets de la Cote Ouest	Red Letter Films	CA
Promotional Film	Destination BC	Circle Productions	CA
Animation Short	Team Generous	Twenty One Inc.	CA
Commercial	Japanese/MOP	GPAUSA	USA
TV Reality	Mom's a Medium	Lark Productions	CA
Film	Humpback Whales	Jeff Turner production	CA
Short	Sustainable Salmon	Draft Digital	USA
Commercial	Viagra	Shooter Inc	CA
Short	A Thousand Souls	Red Heart Productions	CA
Still	Lulu Lemon Back To School	IVIVVA	CA
Doc	Tsunami Debris	National Film Board	CA
TV Reality	Hunting Show	Sicmanta	USA
TV Reality	Archers Choice	Archers Choice Media	USA
TV Series	West Coast Interviews	OAP Productions	CA
Doc	The Salmon Project	Lowik Media	CA
Video	From The Heart	Media Mind	CA

UPDATE LOCATION INVENTORY:

Upload Date:	Number of locations:	Description:	Notes:
Entire Region exported to Creative BC Locations Database	1856	regional unique locations	35,161 individual images
new unique locations 2014	80	unique locations	shot, optimized, categorized and loaded to database
re-shot locations 2014	22	reshot and updated locations	shot, optimized, categorized and loaded to database
Total 2014 new or reshot images		individual images	2040 new images shot optimized, categorized and loaded to database

OTHER ACTIVITIES (to support Regional Production):

Activity:	Description:	Additional Notes:
Regional film / game / animation development forum	Brought regional creatives together with potential funders and Innovation Island	Partnered with CIC and NIC First in a series of regional meetings with growing digital media sector
Batman Local Superhero campaign	INfilm leveraged is relationship with Executive Producer Michael Uslan	Working with the CIC, Rivercorp, Emily Carr and Spark VFX , INfilm invited Michael Uslan as a keynote motivational speaker as negotiated with Warner Bros to hold the 25 year anniversary screening of Batman in CR.
Spark Forward VFX and S3D Conference Vancouver	Attended 3 day conference on Animation and S3D	strategy to attract and develop digital media sector in the region.
AFCI Locations Trade Show	Yearly Locations Trade Show in Los Angeles	Participated in CrBC booth to promote BC locations. Completed Certified Film Commissions masterclasses and received diploma
2nd Regional Tech forum	Bringing together regional film / animation / game developers	Partnered with CIC and NIC Held a focus group with facilitator to further understand the needs of this growing sector in our region
Hub City Cinema Society	Godzilla screening	working with Nanaimo Hub City Cinema Society on local screening Godzilla
Train Safety seminar	AFCI Webinars	Working with Southern Rail to promote Island corridor as a film location.

Qualicum Digital Studio	Supporting regional sector development	attending opening event with Minister Technology
BC Film Orientation	facilitated 2 day workshop for mid Island	Brought in instructor and facilitated workshop, 25 new graduates from mid island with orientation tickets
Drones and Mapping	Learning the permitting, insurance and safety process	Shadowing City of Vancouver Film Office as they move forward permitting the use of commercial drones. Potential to use drones to scout locations.
3rd Regional Tech Forum	next in the series of meetings with digital tech people	Partnered with CIC coordinated the forum, presented results of survey
ACM SIGGRAPH 2014	yearly conference for computer graphics society	Attended 4 days of conference, supported Qualicum Digital Studio presentation at BC Booth. Worked SPARK CG booth, organized Vancouver harbour cruise for Siggraph keynote speakers and sponsors
ACFC West	ongoing meetings Vancouver office	discussion on development of local crew for mid and north Island
IATSE 891	ongoing meetings Vancouver office	discussion on development of local crew for mid and north Island 461 members now registered to work as locals
Team Generous	set up temporary animation studio	Partnered with CIC and Rivercorp to support Team Generous to created a short animation film to be gifted to Habitat For Humanity.
Fall meet up regional digital media	4th in 2014 series of organized regional forums	Partnered with CIC Continued push to support the development of regional sector
Cineposium Conference	Association of Film Commissioners International yearly 3 day conference	Participated in AFCI Cineposium 2014 New York, Focus of Film Tourism, Drones, Safety on set and workforce development. Member of the 2015 Conference selection Committee. 2015 to be held in Barcelona Spain

Comox Valley Tech meet-up	Participating in the inaugural meetings with sector, NIC, Innovation Island	Continuing to network with Tech communities in Nanaimo Qualicum / Parksville and Campbell River. Each community at a different level of development, respectfully each desiring to brand themselves. Our recommendation was to ask they consider the option of community technology chapters with consideration to working collaboratively to brand the mid and north Island collectively. There are benefits to showing sector development throughout the region.
Spark Animation Conference Vancouver	3 days of sessions and meetings	Working with 2 studios interested in opening satellite offices on Vancouver Island. Prepared and sent packages on Campbell River and Nanaimo

Building sets In the forest summer of 2014



Vancouver Island North Film Commission has developed local funded service agreements with the following local governments allowing us to be recognized and funded as a regional film office by the Province of BC

- City of Campbell River through Rivercorp
- City of Nanaimo through Nanaimo Economic Development Corporation
- Alberni Clayoquot Regional District
- Comox Regional District
- Town of Qualicum Beach
- City of Port Alberni through the Port Alberni Economic Development
- Regional District of Nanaimo - Northern Communicates Ec Dev Project

REGIONAL FILM FUNDING PROGRAM

Creative BC works in partnership with regional film offices to facilitate economic growth and job creation by showcasing BC's diversity of film locations and by providing client-centered production services and support to BC's screen-based industries. The purpose of the Regional Film Funding program is to assist the existing network of regional film offices to facilitate production in areas outside of the Lower Mainland, help build and showcase BC's inventory of film locations, ensure production friendly procedures are in place through local regulatory authorities and work in partnership with Creative BC to make BC the easiest and best place to produce screen-based entertainment in all regions of the province. In 2013/14, Creative BC provided funding to support the following Regional Film offices.



REGION	RECIPIENT	FUNDING
Cariboo Chilcotin (Williams Lake)	Cariboo Chilcotin Coast Tourism Association	\$15,000
Columbia Shuswap (Salmon Arm)	Columbia-Shuswap Regional District	\$15,000
Kootenay Columbia (Nelson)	Kootenay Columbia Film	\$30,000
Okanagan (Kelowna)	Okanagan Film Commission	\$30,000
Thompson Nicola (Kamloops)	Thompson-Nicola Film Commission	\$30,000
Vancouver Island North (Campbell River)	Vancouver Island North Film Commission	\$30,000
Northern BC (Prince George)	Northern British Columbia Tourism Association	\$30,000
Greater Victoria (Victoria)	Greater Victoria Film Commission	\$40,000
Total		\$220,000

2014 Client Satisfaction

“ The North Island Film Commission is the most helpful and professional government agent I have worked with. Whether it’s attempting to film on First Nations land or trying to film within a sensitive facility, INfilm has always been able to get the dialogue going.”

Abraham Fraser, Location Manager: *Twilight, Elysium, Percy Jackson, Luna Spirit of the Whale*

“I found my recent experience with the kind folks at Vancouver Island film office to be nothing short of fantastic. They were able to present so many options for our project. Who knew that there were such a variety of looks available in that area all with such distinct style. I look forward to shooting one of my projects there soon.”

Philip Rose. Producer: *Fireflies in the Garden, The Big Tease, Birds In Fall, Heavanes Floor*

I would like to thank you once again for the amazing service you, your co-workers, and the Island North Film Commission provides to the TV commercial production industry. INfilm is by far the most helpful, best organized, and friendliest of any of the film commissions I’ve worked with across Canada. The assistance you folks provide is always prompt, accurate, and helpful. INfilm is a key player in helping my company win the projects we bid on. Looking forward to another great year!

David Bouck, Producer Means Of Production Inc.

Quatsino Economic Development LP (QEDLP) was contacted by INfilm regarding an opportunity to host a “survivalist series” to be filmed in and around Quatsino sound, (home lands of the Quatsino people), with the assistance of Joan and her organization, QEDLP entered into a “cooperation and location” agreement with Leftfield Productions out of New York. As a result of the agreement, some employment and business opportunities were realized for members of the Quatsino First Nation. We are extremely fortunate to have organizations such as Vancouver Island North Film Commission to provide assistance and support for smaller communities on the island, the filming of this series, I understand from the producers is better than anticipated we now look forward to the final product.....a BIG thank you to Vancouver Island North Film Commission!

Robert Duncan, GM: *Quatsino Economic Development LP*

I am writing to express my gratitude to Joan Miller and Tanya Price of the Vancouver Island North Film Commission. I have been working in the film industry for 30 years and have required the assistance from film commissions throughout the world. When going to a new local they provide local knowledge and experience for film companies looking to use their area. Many assist with permits and provide valuable knowledge to Producers when trying to decide where to film their project.

They provide location photographs and direction to Producers, Director and Production designers. Many time they will escort them around on a location survey to provide incite to all

the local issues. Weather, Access, Accommodation, are but a few of hundreds of different questions asked when anyone is accessing a location for filming.

In my experience none do it better than Vancouver Island North Film Commission. It is not only their knowledge of the industry and how to prepare a presentation to producers. It is a hands on approach, a true desire to help where possible. In the last few years they have been very helpful on many projects, in the case of Godzilla they were instrumental to keeping the film in the Nanaimo area. If it were not for their contacts and hard work there was a very real chance the film would have gone back to the mainland.

I am always happy when there is an opportunity to film on Vancouver Island North. It is a fantastic area that has much to offer. It also has a film commission office that is willing to help where possible, which for a location manager is a big part of the decision to put an area forward to Producers. We as location managers need to know we can make it happen when recommending an area. This decision is made much easier with the expertise and support from a professional organization like INfilm

Mark Voyce Location Manager: *The Revenant, Godzilla, BBC Top Gear, The Bourne Legacy, X Men 2, Gracepoint*

INfilm 2014 Board of Directors / Staff / Contractors

Executive

President - Stephanie Tipple (Campbell River)

Vice President - Lillian Hunt (Alert Bay)

Sec / Tres - Marsha Foster (Comox Valley)

Directors at large

Paul Galinski (Powell River)

Kathy Campbell (Comox Valley)

Geoff Lyons (Ucluelet)

Ex-Officio Directors

Mayor Leslie Baird (Cumberland)

Cindy Solda (Alberni Clayoquot Regional District)

Dan Brady (Nanaimo Economic Development Corp)

Staff

Joan Miller CFC - Regional Film Commissioner

Tanya Price - Locations and Special Projects Manager

Location Scouts - Contractors

Maggie Laird - Nanaimo

Sandy McRuer - Port Alberni

INfilm	2015 Budget Forecast		
Revenue			
	City of Campbell River	\$50,000.00	
	Comox RD	\$15,000.00	
	Alberni Clayoquot RD	\$10,000.00	
	City of Nanaimo	\$30,000.00	
	Town of Qualicum Beach	\$2,500.00	
	City of Parksville	\$2,500.00	
	Mount Waddington Regional District	\$7,500.00	
	Province of BC	\$30,000.00	
	TOTAL	\$147,500.00	
IN-Kind			
	<u>Rent</u>	\$6,000.00	
	<u>BC Ferries Travel</u>	\$1,200.00	
Expenses			
	Bank fees	\$350.00	
	Insurance	\$2,600.00	directors/liability/ICBC
	Licenses / Membership Dues	\$1,300.00	AFCI / RFCABC membership
	Marketing	\$10,000.00	Trade Shows / joint BC marketing
	Misc	\$500.00	
	Professional fees	\$2,000.00	Bookkeeper / accountant
	Location Scouts	\$8,500.00	
	Capitol/computers/cameras	\$1,000.00	
	Repairs/maintenance	\$500.00	
	Salaries/benefits	\$99,950.00	
	Supplies/postage	\$500.00	
	Software/server maintenance	\$1,700.00	
	Website	\$5,000.00	website update
	Telephone/utilities	\$2,600.00	
	Travel	\$3,000.00	Vancouver meetings / region
	<u>Vehicle</u>	<u>\$8,000.00</u>	<u>lease / maintenance / fuel</u>
	TOTAL	\$147,500.00	

Via E-mail

December 2, 2014

Dear Regional District Chair and Directors

Re: Referral of Proposed Site C Dam Project to BC Utilities Commission

Now that the November 2014 local government elections are complete, I am pleased to forward you a copy of our letter dated November 18th, 2014 regarding the proposed Site C Dam Project.

Site C would add about \$8 billion dollars to the provincial debt leaving the province with much less ability to contribute to important local government infrastructure projects in areas such as transit, water, sewer, and housing. Finance Minister Mike De Jong is quoted in the attached article as saying, "It [Site C] will likely crowd out many other projects."

The District of Hudson's Hope and the Peace River Regional District are calling on the BC government to place a one year moratorium on deciding whether to proceed with Site C. This will allow time to refer Site C to the BC Utilities Commission (BCUC) for an inquiry and public hearing into its economic effects, including potentially less costly alternatives. Adoption of a less costly alternative would free up provincial borrowing capacity to support important local government infrastructure priorities.

We ask you to review our November 18th, 2014 letter and to consider resolving to support our request for a one year moratorium and BCUC consideration of less expensive alternatives to Site C.

Yours truly,

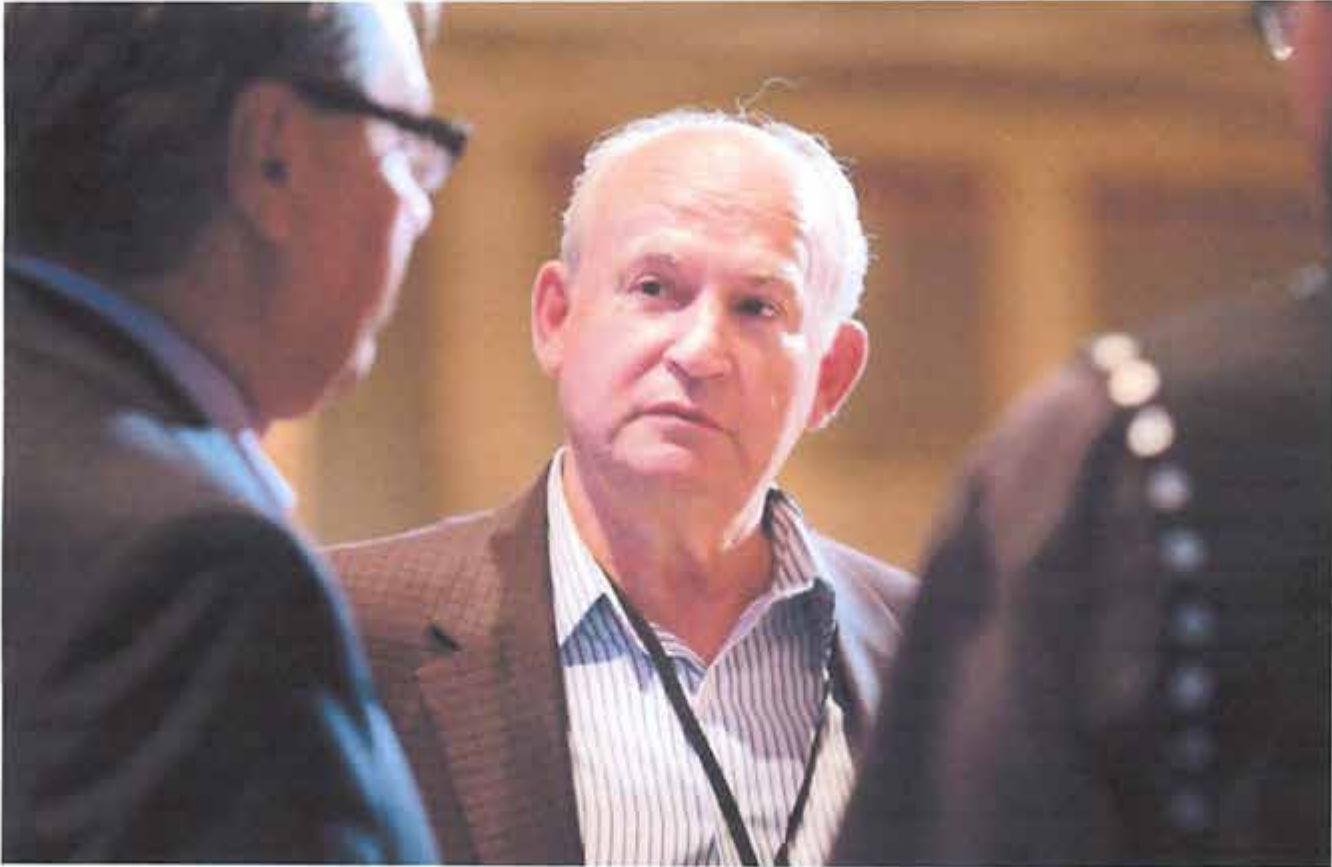


Mayor Gwen Johansson

Vaughn Palmer: On power, fork in the road is a dam dilemma

— Site C vs. independent power producers, debt vs. multi-year contractual obligations

BY VAUGHN PALMER, VANCOUVER SUN COLUMNIST NOVEMBER 28, 2014



Energy Minister Bill Bennett chats with First Nations representatives at the All Chiefs Summit held at the Hotel Vancouver a year ago. First Nations considerations are one of the many factors the B.C. Liberals consider as they ponder green-lighting Site C.

Photograph by: Kim Stallknecht, Vancouver Sun

VICTORIA — As decision day approaches, the B.C. Liberals face two main choices to meet the province's future electricity needs, both controversial.

"I can tell you that we're down now to essentially two options, one of which is Site C and one of which is the independent power project option," Energy Minister Bill Bennett told reporters recently.

The first option would see BC Hydro construct a last-of-its-kind hydroelectric dam at Site C on the Peace River.

The second would entail Hydro contracting with private operators to build smaller-scale power projects — wind, run of river, perhaps biomass and geothermal — that would be scattered around the province.

In disclosing the final two options, Bennett tacitly confirmed that the Liberals have dropped

consideration of building either a new gas-fired generating plant or refurbishing the little-used thermal plant on Burrard Inlet.

Each of the two remaining options has its proponents and — no surprise, this being British Columbia — each also raises ferocious objections. Anything one might say on this file is debatable, including this statement.

The pluses for Site C, as the government sees them, are that hydro is the proven method of electrical generation in this province and it provides some of the cheapest rates on the continent. Once the construction cost has been paid out, hydro dams are reliable for the long-term and there's no need to estimate the future cost of fuel, as with a gas-fired plant.

For the Liberals, independent power projects have their good points too. "I don't think there's any issue around the reliability of the independent power industry," Bennett told reporters. "It's a good industry. We're actually very proud to have it. We get 25 per cent of our electricity today in the province from the IPP industry."

The industry, in a recent analysis (the one prepared, then withdrawn by KPMG), cited some other advantages of smaller-scale projects over the all-or-nothing aspect of Site C. IPPs could be phased in over time and spread around the province. Hydro could contract for range of power sources, including unproven-for-B.C. options such as geothermal.

Bennett, for his part, insists that the deciding factor between the two options should be the impact of each on future electricity rates. "We have to make a decision here that will have implications for many, many decades to the people who live in the province, to the businesses that operate here. We have to try to do everything we can to keep rates down, and that's the basis upon which we'll make this choice."

But having seen competing analyses on that score over the years, I doubt there's an indisputable answer to the question raised by Bennett. It all depends on the assumptions one makes going in and going forward.

Besides, other considerations have to be weighed, including the veto-in-all-but-name that First Nations exercise over resource development in this province.

One advantage for independent power involves the emerging role in such projects for First Nations as partners, developers and suppliers of services. By comparison, natives in the Peace River region have mounted a strong legal case that Site C would cause irreparable damage to aboriginal rights, title and interests.

Another factor is the impact on the provincial debt. IPPs don't entail a lot of provincial borrowing. They are underwritten in large measure by long-term contracts, which by verdict of the independent auditor general (applying generally accepted accounting principles) are listed in the public accounts as \$56 billion-and-counting worth of multi-year contractual obligations but not as debt.

Not so with BC Hydro. Because of the corporation's already hefty debt load, and the government's practice of raiding its accounts for dividends, the giant utility will have to borrow much of what it estimates to be the cost of Site C, namely \$8 billion.

The province is already constrained in how much more it can borrow, according to Finance Minister Mike de Jong. "I don't think we have a lot of room to move at this point," he told me during an interview Thursday on Voice of B.C. on Shaw TV.

"Those rating agencies that assess us increasingly look at other variables and other measures ... The distinction that has historically been made by these agencies between taxpayer-supported debt and the debt incurred by agencies like BC Hydro, which is self-supporting, is beginning to blur in the minds of some of these bodies. So I'm saying we have to be cautious."

Plus if Hydro is green-lighted to borrow billions for Site C, there will be that much less borrowing room for everything else. "It will likely crowd out many other projects," de Jong continued.

Not to say that debt-loading or First Nations will trump all other considerations. Only that when the Liberals say this is one of the toughest and most expensive decisions they've faced, they mean it.

As to timing, Premier Christy Clark told reporters Thursday that BC Hydro, as proponent for Site C, is pressing for a "yes" by the end of the year in order to take full advantage of the 2015 construction season.

But she also left open the possibility that the decision, being contentious, could spill over into next year.

vpalmer@vancouver.sun.com

[Click here to report a typo](#) or visit vancouver.sun.com/typo.

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Open Letter to BC Minister of Energy and Mines Bill Bennett

Via E-mail

November 18, 2014

The Honourable Bill Bennett
Minister of Energy and Mines and
Minister Responsible for Core Review
Government of British Columbia
PO Box 9041 Stn. Prov. Govt.
Victoria, BC V8W 9E1

Dear Minister Bennett:

Re: Referral of Proposed Site C Dam Project to BC Utilities Commission

I am writing in response to your letter dated October 31, 2014 received on November 12, 2014.

The District of Hudson's Hope, a community of 1,100 people in the heart of the Peace River Valley, will be more adversely impacted than any other municipality by the proposed Site C dam.

We have reviewed your letter and respectfully remain firmly of the view that the BC Utilities Commission should hold an inquiry and public hearing on the economic effects of the proposed Site C Dam Project ("Site C") prior to Executive Council making a final decision on Site C, especially in view of key recommendations #46 to #49 of the Joint Review Panel.

The Joint Review Panel noted in its report that it did not have the information and analysis to fully, properly and transparently assess the economic effects of Site C:

The Panel **cannot conclude on the likely accuracy of Project cost estimates** because it does not have the information, time or resources. This affects all further calculations of unit costs, revenue requirements, and rates. [Page 280]

The Panel concludes that, **basing a \$7.9 billion Project on a 20-year demand forecast without an explicit 20-year scenario of prices is not good practice.** Electricity prices will strongly affect demand, including Liquefied Natural Gas facility demand. [Page 287]

The Panel concludes that **demand management does not appear to command the same degree of analytic effort as does new supply.** [Page 291]

The Panel concludes that **methodological problems in the weighing and comparison of alternatives** render unitized energy costs only generally reliable as a guide to investment...Uncosted attributes such as the ability to follow load, geographical diversity, or the ability to assist with the integration of intermittent sources need more analytic attention. [Page 298]

The Panel concludes that a **failure to pursue research over the last 30 years into B.C's geothermal resources** has left BC Hydro without information about a resource that BC Hydro thinks may offer up to 700 megawatts of firm, economic power with low environmental costs. [Page 299]

The Panel concludes that the Proponent has **not fully demonstrated the need for the Project on the timetable set forth**. [Page 306] *[emphasis added]*

As a result, Hudson's Hope, along with other participants in the Joint Review Panel public hearing, did not have an opportunity to review key information and analysis on Site C's economic effects.

The federal/provincial agreement governing the environmental assessment of Site C and the Panel's terms of reference highlight the importance of:

- (a) thorough review, and
- (b) meaningful participation of the public and interested groups through a public hearing,

to achieve a full, proper and transparent assessment of Site C.

Since the Joint Review Panel's release of its report on May 1st, 2014, interested parties including BC Hydro, the Ministry of Energy and Mines, other provincial government ministries and agencies, KPMG, the District of Hudson's Hope, and Clean Energy BC have prepared, or are preparing new information, analysis, reports, studies, forecasts and research ("New Material") in an effort to address the above concerns and recommendations of the Joint Review Panel. This New Material includes further examination of potentially less costly alternatives to Site C and the implications of Site C for the province's triple-A rating which has been given a negative outlook by Moody's.

However, unlike previous information and analysis on the environmental, economic, social, health and heritage effects of Site C, this New Material has been largely kept confidential. Most importantly, the New Material has not been the subject of independent and expert assessment and a public hearing as the terms of reference of the Joint Review Panel would have required. It is clear that further analysis of Site C is needed before Executive Council makes a final decision. As recently as November 13th, 2014, the Select Standing Committee on Finance and Government Services unanimously agreed that further fiscal and environmental review of Site C was needed. The issue is whether that additional analysis should include independent and expert review and a public hearing.

We continue to believe that the BC Utilities Commission (“BCUC”) offers the best avenue for further independent, expert review and a public hearing regarding the economic effects of Site C. A review under section 5 of the *Utilities Commission Act* could be structured in a way that addresses all of your stated concerns with a BCUC review.

The Task Force conducting the independent review of the BC Utilities Commission highlighted the efficacy of the section 5 review approach¹ in their October 2014 interim report:

This [section 5] provides the **benefit of a public process and independent verification of projects and plans** but reserves the final decision on plans and projects that have broader public interest criteria to be decided by elected officials. [page 37] *[emphasis added]*

We are enclosing draft section 5 terms of reference to illustrate how a BCUC review could be structured. Please note:

- The final decision on Site C still rests with Executive Council,
- BCUC is given a deadline of November 30, 2015 to complete its work²,
- The BCUC review is focused on new information and analysis regarding the economic effects of Site C to minimize duplication of previous assessment work, and
- Funding could be set aside by BC Hydro³ or the BC Government in 2015/2016 to ensure BCUC has the necessary resourcing to complete this work in a timely manner.

Site C is estimated to cost \$7.9 billion which would make it the largest provincial public expenditure of the next 20 years. It is essential to public confidence in Executive Council’s final decision on Site C, that a full, proper and transparent assessment of New Material on the economic effects of Site C is conducted. Further, that the assessment and analysis should come through an inquiry and public hearing, just as there was for previous information and analysis on Site C.

¹ As the Task Force noted –

Section 5 requires the BCUC, on Cabinet’s request, to provide advice on any matter regardless of whether it is in the Commission’s jurisdiction. Section 5 also allows Cabinet to issue Terms of Reference for the inquiry. Government, rather than exempting projects and/or plans through direction and legislation, could direct these projects be subject to a section 5 review and recommendation to Cabinet. This provides the benefit of a public process and independent verification of projects and plans but reserves the final decision on plans and projects that have broader public interest criteria to be decided by elected officials.

Broader use of section 5 is similar to the approach taken by the Federal government in its recent amendments to the National Energy Board Act. These amendments redefined the role of the Board, which is now mandated not to decide on applications for pipeline certificates, but to instead make a recommendation to the Federal Cabinet.

² There is time for this additional work: “The Panel concludes that, under the Low Liquefied Natural Gas Case, available resources could provide adequate energy and capacity until at least 2028” [Page 304 Joint Review Panel Report]

³ The funding required to support a BCUC inquiry and public hearing would be modest in comparison to the over \$300 million expended by BC Hydro to date on Site C.

For a project of this size and importance, we agree with the independent Joint Review Panel – the proper course of action is to refer Site C to the BC Utilities Commission.

In closing, we formally request that Executive Council

1. Place a one year moratorium on deciding whether to proceed with Site C, and
2. Refer the economic effects of Site C to the BC Utilities Commission for an inquiry and public hearing.

I request an opportunity to meet with you to discuss this letter before Executive Council decides whether or not to proceed with Site C.

Yours truly,

A handwritten signature in black ink, appearing to read "Gwen Johansson" with a stylized flourish at the end.

Gwen Johansson
Mayor

Cc: BC Government Executive Council Members
BC Opposition Party Leaders
UBCM Membership

Encl.

DRAFT TERMS OF REFERENCE

IN THE MATTER OF the *Utilities Commission Act* (the *Act*)

and

IN THE MATTER OF an Inquiry under Section 5 of the *Act* relating to the Site C Clean Energy Project

BACKGROUND

1. British Columbia Hydro and Power Authority (the “Proponent”) proposes to develop and operate a third dam and hydroelectric generating station on the Peace River in northern British Columbia which would provide up to 1,100 MW of capacity and about 5,100 gigawatt (GWh) of energy each year (the “Project”).
2. The Project is estimated to cost \$7.9 billion which would make it the largest provincial public expenditure of the next 20 years.
3. In August 2013, the federal and provincial governments named a Joint Review Panel (the “Panel”) to conduct an independent and expert assessment of the environmental, economic, social, health, and heritage effects of the Project.
4. The federal/provincial agreement governing environmental assessment of the Project and the terms of reference for the Panel (the “Panel Terms of Reference”) required the Panel to hold a public hearing in order to provide opportunities for timely and meaningful participation of aboriginal groups, the public, governments, the Proponent and other interested groups (the “Participants”) in the assessment of the Project.
5. The Panel Terms of Reference provide that the objective of the public hearing is to provide the Panel with relevant information from Participants, in a fair manner, to enable the Panel to conduct a thorough and timely review of the Project.
6. A public hearing conducted in accordance with the principles of procedural fairness inherently contributes to a full, proper and transparent assessment of the Project.
7. The Panel Terms of Reference require the Panel to consider the economic effects of the Project including:
 - (a) the need for the Project,
 - (b) alternatives to the Project,
 - (c) the economic effects of the Project,
 - (d) the significance of the economic effects of the Project,
 - (e) the value of electricity generated by the Project,
 - (f) initial capital construction cost and operating cost estimates,
 - (g) impacts on government revenue, and

(h) impacts on gross domestic product.

(the “Economic Effects”)

8. The Panel Terms of Reference require the Panel to prepare and deliver a Joint Review Panel Report on the Project (the “Report”) to the federal and provincial government who in turn are required to publish the Report.
9. On May 1st, 2014, the Panel delivered its Report to the federal and provincial government and the Report was published.
10. The Panel did not have the information, analysis, reports, studies, forecasts, and research to fully, properly and transparently assess the Economic Effects of the Project. In its Report the Panel notes:

“The Panel cannot conclude on the likely accuracy of Project cost estimates because it does not have the information, time or resources. This affects all further calculations of unit costs, revenue requirements, and rates.” [Page 280]

“The Panel concludes that, basing a \$7.9 billion Project on a 20-year demand forecast without an explicit 20-year scenario of prices is not good practice. Electricity prices will strongly affect demand, including Liquefied Natural Gas facility demand.” [Page 287]

“The Panel concludes that demand management does not appear to command the same degree of analytic effort as does new supply.” [Page 291]

“The Panel concludes that methodological problems in the weighing and comparison of alternatives render unitized energy costs only generally reliable as a guide to investment...Uncosted attributes such as the ability to follow load, geographical diversity, or the ability to assist with the integration of intermittent sources need more analytic attention.” [Page 298]

“The Panel concludes that a failure to pursue research over the last 30 years into B.C.’s geothermal resources has left BC Hydro without information about a resource that BC Hydro thinks may offer up to 700 megawatts of firm, economic power with low environmental costs.” [Page 299]

“The Panel concludes that the Proponent has not fully demonstrated the need for the Project on the timetable set forth.” [Page 306]

11. As a result, Participants in the Joint Review Panel Public Hearing did not have an opportunity to review key information, analysis, reports, studies, forecasts, and research necessary to a full, proper and transparent assessment of the Economic Effects of the Project.
12. The Panel made several recommendations to address the lack of a full, proper and transparent assessment of the Economic Effects of the Project:

RECOMMENDATION 46

“If it is decided that the Project should proceed, a first step should be the referral of the Project costs and hence unit energy costs and revenue requirements to the BC Utilities Commission for detailed examination.”

RECOMMENDATION 47

“The Panel recommends that BC Hydro construct a reasonable long-term pricing scenario for electricity and its substitutes and update the associated load forecast, including Liquefied Natural Gas demand, and that this be exposed for public and Commission comment in a BC Utilities Commission hearing, before construction begins.”

RECOMMENDATION 48

“The Panel recommends, regardless of the decision taken on Site C, that BC Hydro establish and research and development budget for the resource and engineering characterization of geographically diverse renewable resources, conservation techniques, the optimal integration of intermittent and firm sources, and climate-induced changes to hydrology, and that an appropriate allowance in its revenue requirements be approved by the BC Utilities Commission.”

RECOMMENDATION 49

“The Panel recommends that, if Ministers are inclined to proceed, they may wish to consider referring the load forecast and demand side management plan details to the BC Utilities Commission.”

13. Since the Joint Review Panel Report was released on May 1, 2014, Participants including BC Hydro, the BC Ministry of Energy and Mines, other provincial government ministries and agencies, the District of Hudson’s Hope, and Clean Energy BC have prepared, are preparing, or could prepare new information, analysis, reports, studies, forecasts, and research on the Economic Effects of the Project (the “New Material”) in an effort to address the concerns and recommendations of the Joint Review Panel set out in paragraphs 10 and 12 above.
14. However, unlike previous information and analysis on the environmental, economic, social, health, and heritage effects of the Project, this New Material is largely confidential and has not been the subject of independent and expert assessment and a public hearing as the Panel Terms of Reference would have required.
15. On October 14, 2014, the Minister of Environment and the Minister of Forests, Lands and Natural Resource Operations issued an environmental assessment certificate to BC Hydro allowing the Project to proceed, subject to remaining authorizations including that of Executive Council, without addressing how to ensure a full, proper and transparent assessment of the Economic Effects of the project, and without addressing Panel recommendations #46 to #49.

16. Before Executive Council makes a final decision on whether or not to proceed with this \$7.9 billion Project, Executive Council wishes to ensure that New Material is the subject of an independent and expert assessment and a public hearing, and by doing so seeks to ensure that there is a full, proper and transparent assessment of the Economic Effects of the Project, including the matters referenced in Panel recommendations #46 to #49.
17. Section 5 of the *Act* provides that the Lieutenant Governor in Council may ask the BC Utilities Commission (the "Commission") for advice on any matter, and further that the Lieutenant Governor in Council may specify terms of reference requiring and empowering the Commission to inquire into the matter.

REQUEST FOR ADVICE ON THE PROJECT AND TERMS OF REFERENCE

NOW THEREFORE the Lieutenant Governor in Council requests the advice of the Commission on the Economic Effects of the Project pursuant to subsection 5(1) of the *Act* and specifies the following Terms of Reference for the Commission's inquiry into the Project pursuant to subsection 5(2) of the *Act*:

1. The purpose of this inquiry is for the Commission to make an assessment of the Economic Effects of the Project, including the matters referenced in Panel recommendations #46 to #49.
2. The Commission must hold a public hearing in accordance with standard Commission policy and practice on the Economic Effects of the Project, including the matters referenced in Panel recommendations #46 to #49.
3. For the purpose of conducting this inquiry and public hearing, the Commission:
 - (a) must invite and consider submissions, evidence and presentations on the Economic Effects of the Project including the New Materias from any interested person, including without limitation, aboriginal groups, the public, governments, the Proponent, other utilities, power producers, ratepayer groups and other interested groups;
 - (b) must hold the public hearing in accordance with the Commission's Public Hearing Guidelines, except that the Commission will make recommendations to the Lieutenant Governor in Council rather than making determinations; and
 - (c) may use all of the powers provided to it under the *Act*.
4. The Commission must prepare a report and recommendations on its assessment of the Economic Effects of the Project, including the results of the public hearing and any implications of its assessment for the Project, BC Hydro ratepayers and BC taxpayers. The report must be provided to the Minister of Energy and Mines by November 30, 2015.
5. The Minister of Energy and Mines must publish the report within 10 days of receipt.

November 18, 2014



MEMORANDUM

TO: AVICC Members
FROM: Iris Hesketh-Boles, Executive Coordinator
DATE: January 5, 2015
RE: **SECOND CALL - 2015 AVICC RESOLUTIONS AND NOMINATIONS**

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 23, 2015**

SUBMISSION REQUIREMENTS

1. One copy of the resolution by regular mail to:
AVICC
525 Government Street
Victoria, BC
V8V 0A8

AND

2. One copy submitted electronically either through the online submission form or by email (submitting the resolution in MS Word is preferred):
 - a) Online
http://ubcm.formstack.com/forms/avicc_2015_resolutions_submission_form
 - b) Email to avicc@ubcm.ca (Word version of the resolution itself preferred)
- The resolution should not contain more than two "whereas" clauses; and
- Background documentation must accompany each resolution submitted.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is **April 8, 2015**.

- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

UBCM ASKS FOR RESOLUTIONS TO BE CONSIDERED BY THE AREA ASSOCIATIONS FIRST

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. In this case, local governments may submit council- or board-endorsed resolutions to UBCM prior to June 30 each year. Should this be necessary, detailed instructions are available under the Resolutions tab on ubcm.ca.

DEADLINE FOR NOMINATIONS TO BE INCLUDED IN THE REPORT ON NOMINATIONS

All nominations that are to be included on the *Report on Nominations* must be received in the AVICC office by **FEBRUARY 23, 2015**. Nomination and consent forms are available on avicc.ca. Nominations not received by the February 23, 2015 will be received from the floor of the AGM and Convention.

DEC 24 2014

Trans Mountain Expansion Project

✉ Email: info@transmountain.com | ☎ Phone: 1.866.514.6700 | 🌐 Website: www.transmountain.com | 📱 @TransMtn

December 19, 2014

Josie Osborne
Chair, Alberni-Clayoquot Regional District
3008 - 5th Avenue
Port Alberni, BC V9Y 2E3

Dear Ms. Osborne and Board:

On behalf of Kinder Morgan Canada, operator of the existing Trans Mountain Pipeline, and the proposed Trans Mountain Expansion Project, I would like to congratulate you on your selection as Chair to the Alberni-Clayoquot Regional District. The civic election campaigns across the province discussed many public policy matters, including many related to oil and gas development in our province and the potential effects to BC's communities.

I wanted to offer an update on the many activities underway related to our expansion proposal as your community has expressed concerns about the increase in marine transportation proposed as part of the proposed Expansion Project. Key issues raised by stakeholders in your community continue to relate to marine safety and environmental protection. A number of new initiatives and activities have been undertaken to address those concerns. Further, as the project progresses through the regulatory review process there is also growing interest in emergency preparedness, trade issues, economic development, jobs and training opportunities. I appreciate that you may have taken the time to meet with representatives of the project to learn about our proposal. Please advise if you would like a formal briefing for your board in the Spring.

In the meantime, as you may be aware, the Project is currently undergoing regulatory review by the National Energy Board (NEB). If you are interested in learning more about this process you can visit the NEB's website at www.neb-one.gc.ca and select Trans Mountain Expansion from the Quick Links list on the home page. For more general information about the proposed Expansion Project, please visit our website at www.transmountain.com.

We are committed to undertaking open and thorough engagement with Aboriginal groups and stakeholders along the pipeline route and marine corridor. Extensive dialogue with landowners, Aboriginal groups, government, communities and stakeholders will ensure these views are included in our plans and legacies for the proposed Expansion Project and Facilities Application.



Chris Tupper is responsible for coordinating our engagement and outreach activities on Vancouver Island. Should you wish to follow up on our offer to meet, please contact him at chris_tupper@transmountain.com or 250-661-5053. I look forward to remaining in contact with you as our proposal proceeds and our engagement efforts advance.

Yours truly,

Lizette Parsons Bell

Lead, Stakeholder Engagement and Communications
Trans Mountain Expansion Project



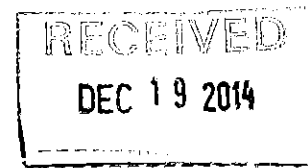
John Horgan, MLA
(Juan de Fuca)
Room 201
Parliament Buildings
Victoria, BC V8V 1X4

Constituency Office:
#122-2806 Jacklin Road
Victoria, BC V9B 5A4
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Victoria, BC V8V 1X4

Constituency Office:
102-1108 Austin Avenue
Coquitlam, BC V3K 1X4
Phone (604) 933-2001
Fax (604) 933-2002

Electoral Area Directors
Regional District of Alberni-Clayoquot
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3



December 08, 2014

Dear Directors,

Congratulations on your recent election. As Leader of the Opposition and the Spokesperson for Local Government, we thank you for your dedication and commitment, and for the work you will do in service of your community.

You have a big task before you. You already know that it is a rewarding task, and one that is absolutely vital to our province and our democracy. Local governments are part of the foundation of British Columbia and you play a key role in building a strong, vibrant, resilient and sustainable province for all British Columbians.

Your perspective and insight are important to us. You know the reality on the ground in your communities. We respect your understanding and knowledge of the issues facing your constituents.

We have been listening carefully to local governments around the province. It is a challenging time for you and your colleagues. The issues you are dealing with are increasingly complex, yet resources are dwindling despite high need, downloading of responsibilities from senior levels of government, and pressure to do more with less.

We understand these challenges and believe that local governments need to be invited to the table with the Province to explore how different levels of government can work together to meet the needs of our citizens. We are here to work in partnership with you to create healthy, safe, and prosperous communities.

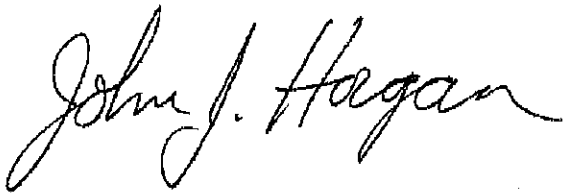


Selina Robinson, our Opposition Spokesperson for Local Government, is your contact on the team. You can reach Selina by phone at 250-953-4701 in Victoria, 604-933-2001 in Coquitlam, or by email at Selina.Robinson.mla@leg.bc.ca. We look forward to hearing from you.

We are grateful to have committed individuals like yourselves as colleagues. We look forward to working with you as you fulfill your terms in office.

We wish you and your families all the very best for the holiday season.

Sincerely,

A handwritten signature in black ink that reads "John J. Horgan". The signature is written in a cursive style with a large, prominent initial "J".

John Horgan
Leader
New Democrat Official Opposition

A handwritten signature in black ink that reads "Selina Robinson". The signature is written in a cursive style with a large, prominent initial "S".

Selina Robinson
Spokesperson for Local Government and Sport



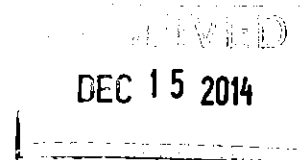
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Office of the Chair
Tel. 604 432-6215 Fax 604 451-6614

DEC - 3 2014

File: CR-12-01
Ref: ID 5543

The Honourable Mary Polak
Minister of Environment
PO Box 9047, STN PROV GOVT
Victoria, BC V8W 9E2



Dear Minister Polak:

Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280

As you are aware, on November 5, 2013, Metro Vancouver submitted the Greater Vancouver Sewerage and Drainage district Municipal solid Waste and Recyclable Material regulatory Bylaw No. 280 (Bylaw 280) for your consideration. On October 17, 2014, almost a year after Bylaw 280 was submitted, you wrote to advise that you were rejecting Bylaw 280 (attached). You have identified the following reasons for rejecting Bylaw 280:

- potential for Bylaw 280 to create a monopoly on waste management;
- potential for increased illegal dumping;
- possible negative effects on the new packaging and printed paper recycling program; and
- destabilizing effect it may have on private-sector collection and hauling.

As you might imagine, Metro Vancouver is very disappointed with your decision on this bylaw. We believe that control over the disposal of garbage is fundamental for regional districts around the Province to both increase waste diversion and to ensure sufficient funding for solid waste infrastructure and programs. We believe effective municipal solid waste management is a key environmental performance objective both for local government and the Province of British Columbia.

As you are aware, Metro Vancouver's Bylaw 280 was supported by the recycling community and regional districts around the Province. These recycling companies have invested tens of millions of dollars in the local economy, recycle hundreds of thousands of tonnes per year of material, and employ hundreds of individuals. Boards representing 12 regional districts around the province passed resolutions in support of Bylaw 280 and/or the concept of waste flow management. These regional districts combined with Metro Vancouver represent approximately 90% of the population of the Province. For your information, I have attached the letters and other communications that we have received in support of Bylaw 280. Many of these letters are addressed to you and recommended that you approve Bylaw 280.

We have a number of questions with respect to the issues you have identified in your letter rejecting Bylaw 280. For instance, Metro Vancouver's current solid waste disposal system provides convenient low-cost disposal for small loads of garbage, and specifically reduces the potential for illegal dumping in the region. Additionally, Metro Vancouver's practise of banning Extended Producer Responsibility (EPR) materials from disposal and our collaboration with stakeholders including EPR stewards specifically supports EPR programs including the packaging and printed paper program.

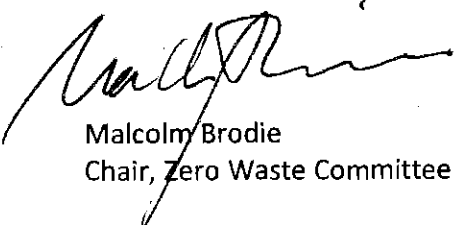
We are requesting that you provide the technical basis for the reasons you have cited in your rejection of Bylaw 280. In addition, your letter refers to Ministry of Environment staff review of Bylaw 280, can you please provide us with the staff analysis of the issues you have cited as public interest concerns and the staff analysis of any other issues that you took into consideration in your decision. We would also appreciate receiving any other information that you took into consideration in your decision. This information is essential to us in both understanding the public policy reasons for denying the bylaw and to explore other alternatives to meet the goals of Metro Vancouver's "Integrated Solid Waste and Resource Management Plan".

Your letter also refers to a review of what changes, if any, are required to the current system to maximize diversion of waste from disposal. The review is to be conducted by MLA Marvin Hunt. Would you please provide us with the terms of reference for Mr. Hunt's review, and advise how Metro Vancouver and other stakeholders including our member municipalities will be able to participate in the review.

Yours truly,


Greg Moore
Chair, Metro Vancouver Board

GM/PH/cp


Malcolm Brodie
Chair, Zero Waste Committee

cc: All MLAs in the Province
All Regional Districts in the Province

Encl: Bylaw 280 Letters of Support



Regional District of Mount Waddington

PO Box 729 20-44 McNeill Road, Port McNeill, BC V0N 2R0

Telephone (250) 956-3161 Fax (250) 956-3232

Web-site: www.rdmw.bc.ca Email: info@rdmw.bc.ca

File No.: 5360.01

October 29, 2014

Metro Vancouver Board
4330 Kingsway
Burnaby, BC V5H 4G8

Dear Chair Moore & Board;

RE: METRO VANCOUVER WASTE FLOW MANAGEMENT AND THE GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT RECYCLABLE MATERIAL REGULATORY BYLAW NO.280

At a meeting held on October 21st, the Regional District of Mount Waddington Board supported the approval of your proposed Recyclable Materials Regulatory Bylaw No. 280 but was disappointed to learn that Environment Minister Polak had not approved this bylaw.

Your proposed Bylaw 280 would have provided a policy template for other local governments that are grappling with issues arising from parties that seek to circumvent waste reduction user pay policies. Equitable user pay policies are essential tools for achieving waste reduction targets.

It is the Board's hope that Minister Polak will reconsider her position and approve Bylaw 280.

Yours Sincerely,

Dave Rushton, Chair
Regional District of Mount Waddington

DR/mt

cc The Honourable Mary Polak, Minister
Ministry of the Environment



INCORPORATED JUNE 13, 1966

MUNICIPALITIES: ALERT BAY, PORT ALICE, PORT HARDY, PORT MCNEILL
ELECTORAL AREAS: "A" (SOINTULA); "B" (HOLBERG, WINTER HARBOUR); "C" (QUATSINO, COAL HARBOUR, HYDE CREEK); "D" (WOSS, TELEGRAPH COVE)



REGIONAL
DISTRICT
OF NANAIMO

October 10, 2014

File: 5365-22

Honorable Mary Polak
Ministry of Environment
PO Box 9047
STN PROV GOV
Victoria BC V8W 9E2

Dear Minister Polak;

**Re: Letter Re-affirming Support for Metro Vancouver's Proposed Recyclable
Material Regulatory Bylaw No. 280**

On February 3, 2014, Paul Thorkelsson, Regional District of Nanaimo (RDN) CAO, wrote to advise you of the RDN's support for the above referenced bylaw. More recently, the Regional Board reaffirmed their support through the following motion carried during the regular meeting of September 20, 2014:

MOVED Director Willie, SECONDED Director Lefebvre, that staff be directed to prepare correspondence from the Regional District of Nanaimo Board Chair to the appropriate Provincial Ministries encouraging the Minister to approve the Bylaw; and that staff be directed to forward copies of the correspondence to all Association of Vancouver Island and Coastal Communities members encouraging those jurisdictions to send similar indications of support for the Bylaw to the Province.

As stated in the draft bylaw, it is being "enacted for the purpose of managing and regulating Municipal Solid Waste and Recyclable Material within the Geographical Area of the GVS&DD [Greater Vancouver Sewerage and Drainage District] in a manner that advances the goals of the Plan [Integrated Solid Waste Resource Management Plan]". In this regard, likely the most significant aspect to the bylaw is the ability to regulate and/or restrict waste being hauled or removed from the region (i.e. Section 3.0).

We are advised that a significant amount of waste is being shipped out of the GVS&DD for low cost disposal in the United States. We are aware that Metro could lower tipping fees at its waste management facilities to compete for the waste and remove the economic incentive for cross-border disposal. We are also aware that tipping fees have a direct relationship to waste reduction, namely higher disposal costs drive greater application of the 3Rs. It is our observation that tip fees in the range of \$100 per tonne are necessary to achieve significant waste reduction. Furthermore, we are very encouraged by the positive economic benefit expected to result from waste reduction (i.e. Ministry of environment, Zero Waste business Case, Draft, May 2013; 62% to 81% diversion resulting in \$56 million and \$126 million of annual net economic benefit). Conversely, if local government is to compete for waste and adopt low tip fees, not only is waste reduction compromised but the net economic benefit of waste diversion is eroded.

6300 Hammond Bay Rd.
Nanaimo, B.C.
V9T 6N2

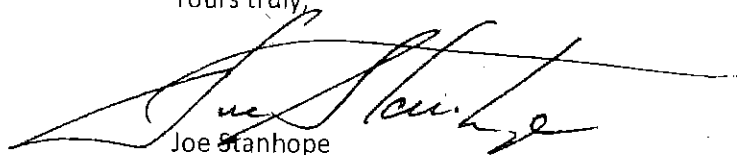
Ph: (250)390-4111
Toll Free: 1-877-607-4111
Fax: (250)390-4163

RDN Website: www.rdn.bc.ca

Over the last year, in the RDN, significant amounts of waste have begun to be shipped to the United States for low cost waste disposal. All indicators are that this trend will continue with strong potential for exponential growth. The solid waste function in the RDN is almost entirely funded through tipping fees. Our initial projections suggest that tipping fee revenues will drop by about 65% over a five year period due to waste being transported for low-cost disposal. If this is to happen, it will almost certainly compromise the waste diversion gains this regional district has achieved. These topics are currently being discussed through our Solid Waste Management Plan review process with the intention to explore the range of tools available to local government to advance the goals of the Plan.

The RDN believes that local government must have the ability to regulate the flow of municipal waste and recyclable materials as provided for in the *Environmental Management Act*. On this basis, the RDN respectfully encourages the Minister to approve Bylaw No. 280.

Yours truly,

A handwritten signature in black ink, appearing to read "Joe Stanhope", written over a horizontal line.

Joe Stanhope
Chair, Regional District of Nanaimo

cc: Association of Vancouver Island and Coastal Communities Members
c/o Iris Hesketh-Boles



3 October, 2014

Minister of the Environment
Honourable Mary Polak
Station Provincial Government
Box 9319
Victoria, BC V8W 9E2

Subject: Metro Vancouver Bylaw 280

Dear Minister Polak,

I am writing to you in support of approval of Bylaw 280, as proposed by Metro Vancouver.

Enterra Feed Corporation is operating a farm facility in the Township of Langley using a novel technology that allows the capture of complex food nutrients from discarded food, and up-cycle these valuable food nutrients directly back to farms. We call it Renewable Food for Animals and Plants.

Our co-founder, Dr David Suzuki, and I adamantly support government policy and regulation that provides for a more sustainable society. Bylaw 280 is an excellent example of forward-thinking policy that manages and protects our valuable resources, including discarded food, to promote access to and re-purposing of discarded materials, rather than permanent loss of these irreplaceable natural resources to landfills. Bylaw 280 will:

- Promote source-separation of valuable resources, which provides access to these resources by companies that can produce value-added products while concurrently minimizing the environmental impact of waste,
- Motivate the waste generator to minimize waste but also maximize the highest value end use of discarded materials and organics, and
- Maintain the resources in our local region to support our vibrant local economy.

Without Bylaw 280 our community will continue to witness ever-increasing waste of valuable recyclable materials and organics, at a considerable cost to our economy, environment and the health of our society.

Enterra Feed Corporation

7383 – 216th Street, Langley, BC V2Y 2S3 4 604 888 4327 [www@enterrafeed.com](http://www.enterrafeed.com)

Minister Polak, I urge you to approve Bylaw 280 on behalf of all British Columbians and our environment.

Yours very truly,

Enterra Feed Corporation

A handwritten signature in black ink, appearing to be 'Brad Marchant', written in a cursive style.

Brad Marchant
President & CEO

cc. Malcolm Brodie, Chair, Zero Waste Committee
Greg Moore, Chair, Metro Vancouver Board
Dr David Suzuki



September 24th, 2014

The Honourable Mary Polak, Minister
Ministry of the Environment
PO Box 9047 Stn Prov Govt
Victoria, B.C., V8W 9E2

PO Box 98881
150-351 Abbot St
V6B 0M4
T 1 855 WEGOMPO

Re: Support for Bylaw 280

Dear Minister Polak,

As a company rooted in the sustainable movement, we are endorsing Bylaw 280 for Metro Vancouver. By containing our solid waste within the region, it will force us to find more sustainable ways to deal with the materials collected and therefore, reinforce the upcoming material bans and, the ones that are already in place.


This will include increasing recycling streams, including the new Organics Disposal Ban. It will encourage citizens and businesses alike to look at their waste, and look at ways to reduce, reuse and recycle.

With the current flood of solid waste outside the region, we are unable to effectively measure the materials that are sent to landfills, nor see the amount of potentially recyclable or compostable material that is being landfilled.

We are not in support of Metro Vancouver's new incinerator plans. We support the writing of sustainable legislation in regards to the Metro Region's solid waste.

We encourage the Minister to take swift action to endorse Bylaw 280, and to help the Metro Vancouver region to take real action towards hitting the 2015 recycling goal of 70% and 80% by 2020.

Sincerely,



Lisa von Sturmer, Founder and CEO of Growing City

From: Rolfe Philip [mailto:rolfe.philip@yieldenergy.com]
Sent: Tuesday, September 23, 2014 3:32 PM
To: ENV.Minister@gov.bc.ca
Cc: mooreg@portcoquitlam.ca; Sarah Evanetz
Subject: Its time to sign Bylaw 280

Dear Minister Polak,

As an entrepreneur in the organic waste management sector, I'm encouraged by Metro Vancouver's initiative to control the flow of MSW (which contains up to 20-40% organics, even after source separation) and force both the private and public sector to invest in local solutions for the diversion of recyclables and organics from the "black bag" MSW stream.

We all want our local waste processing industry to continue to develop and provide sustainable solutions and employment for the people within our communities. This can only happen with the long-term contractual commitment of feedstock aka MSW by municipalities to either private, public or 3P financed facilities. Without this long-term certainty, debt financing is near impossible to secure and as a result these projects often die on the vine. In discussions with various municipalities & waste management companies, a barrier to shipping their garbage out of region/province would encourage them to make these commitments to the best value local solutions, thereby jump starting the necessary investment and development cycle.

Allowing MSW and along with it significant volume of recyclables and organics to "leak" out of the region will encourage a race to the bottom the "cheap" disposal pile. Having lived in Toronto previously I know the acrimony and bad press that haunted Toronto politicians for allowing truck load load of garbage cross the bridge into Michigan, destined for a low cost landfill. Eventually Michigan banned the hauling of Toronto's garbage to landfills within the State (<http://www.cbc.ca/news/canada/toronto/toronto-garbage-no-longer-shipped-to-michigan-1.913880>). It is only a matter of time before Washington State enacts a similar piece of legislation. Clearly, if we are looking for sustainable solutions to MetroVan's garbage challenge, allowing our garbage to be shipped to other jurisdictions is not one of them.

Bylaw 280 makes good sense. It enforces a model of accountability on our local stakeholders (e.g. the region and its constituent municipalities, waste management companies, landfill operators etc.) to work in a local competitive market place and support the development of sustainable, cost effective local solutions for our lo garbage challenges.

Regards,

Rolfe Philip, MBA
Yield Energy Inc.
rolfe.philip@yieldenergy.com
Mobile: 604-802-8068
~~Skype: rphillip~~ 425-296-0790
Sign up for our newsletter:
<http://www.yieldenergy.com>

YIELD

Past Board Member



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September 11th, 2014

The Honourable Mary Polak
Minister of Environment of British Columbia
Box 9047 Station PROV GOVNT
Victoria, BC V8W 9E2

RE: Metro Vancouver Waste Flow Management

Dear Minister Polak,

On behalf of SFU Community Trust, I am writing in support of Metro Vancouver's proposal to enforce the delivery of all residential and commercial garbage to Regional Facilities. This measure would certainly help prevent private haulers from bypassing Metro Vancouver's local facilities, a process that could otherwise undermine the potential to achieve the Region's waste reduction and recycling targets, even as it hampers the ability for local recyclers and waste handlers to operate economically.

On the first count, Metro Vancouver has taken an ambitious and responsible position, working to reduce waste, to recycle as much as possible and to ensure that all processing occurs as closely as possible to the source to prevent the generation of additional greenhouse gas emissions in shipping waste elsewhere. This reflects the excellent principle that waste generated locally should be managed locally. As the agency responsible for developing UniverCity — a model sustainable community next to the Burnaby Mountain campus of Simon Fraser University — the SFU Community Trust is fully supportive of these goals.

By way of full disclosure, the Trust also partnered with Corix Utilities in establishing a neighbourhood energy utility in UniverCity that we ultimately plan to operate with a renewable biomass generator, using construction wood waste that would otherwise wind up in landfill. If the Region were to continue to allow haulers to ship garbage away unsorted, we — like other green energy businesses — would be at risk of losing our feedstock, rendering an environmentally beneficial operation uneconomic.

Metro Vancouver's proposed waste flow management position is both necessary and urgent. As the President of the SFU Community Trust, I offer my support, unreservedly.

Yours truly,

SFU Community Trust



Gordon Harris
President and CEO

cc: Greg Moore, Metro Vancouver Board Chair
Carol Mason, Metro Vancouver, Chief Administrative Officer



SPERLING HANSEN ASSOCIATES

- Landfill Engineering
- Solid Waste Planning
- Environmental Monitoring
- Landfill Fire Risk Control

September 10th, 2014

INI-14224

The Honourable Mary Polak, Minister
Ministry of the Environment
PO Box 9047 Stn Prov Govt
Victoria, B.C., V8W 9E2

Re: Support for Metro Vancouver Bylaw 280

Dear Minister Polak

During a recent APEGBC award function the Honourable Ralph Sultan encouraged me to provide the provincial government with my perspective on the Bylaw 280 issue, hence the letter you are receiving today.

Your decision is not easy. Do you authorize Metro Vancouver the power to control solid waste flows, to increase tipping fees and to restrict export of MSW to massive landfill sites in the U.S., or do you side with the private sector disposal and hauling companies to compete in an uncontrolled market place where low cost is king.

Today it costs \$1,000 to unload a 9 tonne packer truck at one of Metro Vancouver's regional facilities and about \$500 to dispose the same waste into an intermodal container bound for Rabanco via Abbotsford. Little wonder that the leakage from the system is turning into a flood of MSW bound for the States.

Each year the 2.3 million people living in Metro Vancouver generate 3.2 million tonnes of solid waste and recyclables, or 1.39 tonnes per person annually. In the not too distant past most of that waste ended up as residuals at Vancouver Landfill, at Cache Creek Landfill and the Burnaby Incinerator, with a resulting system cost of about \$65/tonne. Today, people want to see their garbage recycled. In response, Metro Vancouver has implemented an efficient recycling network that is presently diverting 58% of MSW. Waste management costs for municipalities and businesses that adapt efficiently are remaining flat while Metro's costs are actually decreasing.

Achieving Metro's goal of 80% diversion by 2020 is achievable, but only if waste flows are controlled and all participants pay their fair share of capital and operating costs. Without flow control, the management of solid waste in B.C. will quickly turn from a race to achieve Zero Waste into a race for cheapest disposal capacity.

Bylaw 280 is not about MSW incineration. Metro's current plan calls for construction of a waste to energy plant that consumes only 350,000 tonnes, or roughly 11% of the total MSW flow while

Proudly
Supporting:



Sperling Hansen Associates Inc. · #8 - 1225 East Keith Road
North Vancouver · British Columbia · V7J 1J3
Phone (604) 986 7723 · Fax (604) 986 7734 www.sperlinghansen.com

141



more than one million tonnes are already diverted. No, Bylaw 280 is all about ensuring that municipal government is empowered to properly fund waste collection, organic diversion, recycling and disposal programs and to ensure that other necessary tools such as disposal bans can be fairly implemented across the entire system to create a level playing field and promote maximum waste diversion.

As a consulting engineer practicing in B.C.'s solid waste management sector for the past 25 years I have seen time and again that one of the most important cost factors is economy of scale. Simply put, large waste management facilities are much cheaper to operate than small ones. For example, Vancouver Landfill the lowest cost facility in Metro's system, has been receiving about 600,000 tonnes of MSW annually. Because the tipping fees that commercial haulers are charged by Metro have increased to \$108/tonne, the landfill is experiencing an unprecedented revenue drop as incoming tonnage decreases and cross border shipment of MSW increases to an annual rate of more than 200,000 tonnes/year.

The tipping fees collected at the facility have been paying for state-of-the-art progressive closures, landfill gas collection system upgrades and improvements to the leachate management system. Over the past five years the City has spent more than \$40 million on environmental improvements. With operating costs that are fixed, declining tonnage across the scale is translating to increased costs for the tax payers in the City of Vancouver and a less efficient system. System leakage is a huge concern.

Managing our solid waste responsibly in B.C. is good for our economy. The tipping fees generate local jobs at transfer stations, at recycling facilities and at processors that transform the solid waste into commodities. The sale of those commodities also contributes to our GDP.

For many years B.C. has been a world leader in environmental sustainability, implementing recycling programs, extended producer responsibility and GHG emission reductions. Bylaw 280 is very necessary to provide municipal government the ability to build on that legacy. As I see it, support of Bylaw 280 is the right thing to do.

Yours truly,
SPERLING HANSEN ASSOCIATES

Dr. Tony Sperling, P.Eng.
President



September 10th, 2014

August 29 2014

The honorable Mary Polak, Minister
Ministry of the Environment
PO Box 9047 Stn Prov Govt
Victoria BC V8W 9E2

Dear Minister Polak

I am writing to add my voice to those who support Metro Vancouver bylaw 280.

I recently learned that some interests are trying to convince you not to approve bylaw 280; should their efforts be successful, this would be an unfortunate mistake. I am saying this as a voter and taxpayer, but also as the instructor of a course in solid waste management. It is while researching material for this course that this situation has come to my attention.

As a taxpayer, I see the issue mostly as one of fairness. Under the current situation, large waste haulers are taking more and more waste away from the Metro system, to Abbotsford, a trend that has started at least two years ago and is getting worse. This is a problem because it creates a lack of revenue to properly operate the waste management system of the region. As a result, small operators and general taxpayers are left with heftier costs than need be. In my understanding, it is this unfairness that bylaw 280 is designed to prevent and it is clear that it should be fully supported.

Should the bylaw not be approved, it is the full integrity of the recycling system, from source separation, producer responsibility, organics collection, and other initiatives, that would be compromised.

It has been said that large industrial haulers from the private sector would be able to operate more efficiently than the public sector. I see nothing to substantiate this assertion. On the contrary, I can only conclude that the outcomes would be either an increased cost to the taxpayer, or a greatly diminished system with a much worse environmental footprint.

It has also been said that bylaw 280 is designed only as a means to impose incineration as a waste disposal system. Whatever the merits of incineration, again I see nothing to that effect in bylaw 280; on the contrary, the bylaw appears to be designed to have the flexibility to adopt the most efficient and environmentally sound technology, whatever that may be, now or in the future.

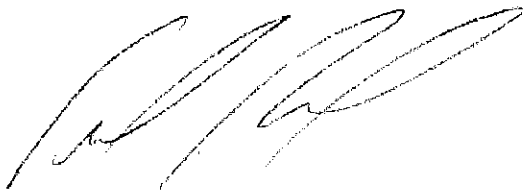
As an instructor investigating the issue, I have to conclude that the opposition to bylaw 280 is driven by some members of the private industry that aim to preserve profitability by bypassing the region. In particular, I am concerned that this waste is simply landfilled (with its resulting climate impact); and should the waste be disposed of south of the border, any liability that could occur in the future would remain with the originator – that is, the Province.

There has been much discussion of Mixed Refuse Facilities (MRFs) by opponents to the bylaw, but I don't see the relevance of this argument. I am not suggesting that proposals such as MRFs have no merit; they may, but since monitored MRFS remain possible under bylaw 280, I conclude that their mention is irrelevant and may be designed, unfortunately, to mislead the public.

In fact, I would stress that a key Issue of concern is public perception. Currently, our source separation system works reasonably well because of buy-in on the part of residents. Should a rumour arise that source separation is futile, If waste is hauled away out of region anyways, it will be more difficult to maintain, let alone improve on, our recycling rates. Further, in the context of the Mount Polley mine accident, there is now, most unfortunately, a fairly low trust in the government by the public. Should bylaw 280 not be approved, there is a risk that this would be perceived, rightly or wrongly, as the government rewarding private industry at the expense of good governance. Whether or not this reflects the reality of government decisions is immaterial; public perception is key, and failure to approve bylaw 280 risks fostering a negative impression that the government does not have the public interest foremost in mind. And since public perception is key to any environmental initiative, should this negative perception be created, this would have negative consequences for other environmental regulations, proposed or current, beyond the waste management issue.

Very respectfully, as a member of the public and as someone whose occupation has enabled me to carry out a dispassionate analysis of the situation, I enjoin you to do what is best for the province and the environment, and approve bylaw 280.

Respectfully,

A handwritten signature in black ink, appearing to read 'Paul Richard', written in a cursive style.

Paul Richard, Ph.D., P.Ag.
2528 6th Avenue East
Vancouver B.C. V5M 1R2

Begin forwarded message:

From: Peter Ladner <peter@peterladner.ca>
Date: 30 July, 2014 7:35:24 AM PDT
To: "env.mail@gov.bc.ca" <env.mail@gov.bc.ca>
Subject: **Bill 280**

Dear Minister Polak-

As someone involved in the Vancouver business community, a former member of the Metro Vancouver Waste Committee, and a long-time advocate of more sustainable uses of the earth's limited resources, I would like to add my voice to those supporting Bill 280.

I am still undecided about the merits of further incineration, but there's no doubt in my mind about the benefits of source separation, extended producer responsibility, job creation from increased recycling, and health benefits from increased diversion, all of which are threatened by undermining flows to regionally-controlled waste facilities.

Please approve Bill 280.

Peter Ladner

Sent from my phone



July 16, 2014

The Honourable Mary Polak
Minister of Environment
Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister Polak:

Re: Letter of Support: "Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280"

Following extensive consultation and engagement, the Metro Vancouver Board has given third reading to the "Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280", (Bylaw 280)

We believe that the regulatory framework created through Bylaw 280 is important to achieve the waste diversion goals of the Metro Vancouver region, and important to the success of Extended Producer Responsibility programs in British Columbia. On this basis, we support Bylaw 280, and recommend that you approve it.

Yours truly,

Ginette Vanasse
Executive Director, HPSA
Phone: 613-723-7282
Fax: 613-722-1626
#330-2255 St. Laurent Blvd,
Ottawa, ON K1G 4K3
gvanasse@healthsteward.ca
www.healthsteward.ca

cc: Greg Moore, Chair, Metro Vancouver



NET ZERO WASTE INC.
ABBOTSFORD, BC

5050 Gladwin Road
Abbotsford BC V4X 1X8
Tel: (604) 557-7065
www.netzerowasteabbotsford.com

Minister of the Environment
P.O. Box 9047, Stn. Prov. Gov't
Victoria, B.C.
V8W 9E2

June 16, 2014

Dear Minister Polak

I am writing to you today with regards to Bylaw 280 on behalf of Net Zero Waste Inc. which has a share in the ownership and operation of 4 composting facilities in South Western BC. I am also a Professional Engineer with more than 10 years of experience designing and building composting facilities and organic management programs for communities ranging from Powell River to Los Angeles.

There has been a lot of opinions on Bylaw 280 and the impact that this will have on waste pricing in the lower mainland. It is thought by many that "flow control" will result in higher waste pricing when compared to current options for disposal. I agree with this prediction however, in my opinion this is not necessarily a bad thing. It has been proven that the best way to encourage recycling is to make garbage more expensive. This can be seen by looking at provinces / states where waste is cheap as they trail others in diversion programs. Recycling can then be completed at a savings to the community and allows the regulators to control unpermitted "dumps" or short cuts of the system.

While I support bylaw 280, this is coupled with a request that any decisions concerning incineration be deferred until the recycling programs that have been recently implemented are given time to evolve. While we have made large strides in organics diversion (as an example), there are new "waste" streams being turned into resources annually. Once an incinerator is built it will need to be *fed* continuously in order to remain economically viable. This will impact diversion negatively and will halt any additional diversion efforts which eat into the planned capacity of the incinerator.

It is my goal as an environmentalist and businessman to do what I can to support sustainability and a smaller carbon footprint for our community. Bylaw 280 does not intend to control organics and hence does not impact Net Zero's industry directly. What it will do is ensure that waste (which is a broad term) is controlled and priced to allow the "best" solution to be implemented. With a recognition that this may not be the same as the "cheapest" solution, with waste, what appears to be the lowest priced option is typically not the best choice when all of the "other" factors are considered.

Mateo Ocejo; P.Eng
(604)868-6075

Cc: Avtar Sundher; Ministry of the Environment
Greg Moore; Metro WMC Chair



Making a difference...together
June 18, 2014

Capital Regional District
625 Fisgard Street, PO Box 1000
Victoria, BC, Canada V8W 2S6

T: 250.360.3000
F: 250.360.3234
www.crd.bc.ca

File: 0400-20

The Honourable Mary Polak
Minister of Environment
PO Box 9047 Stn Prov Govt
Victoria BC V8W 9E2

Dear Minister Polak:

RE: METRO VANCOUVER WASTE FLOW MANAGEMENT AND THE GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT RECYCLABLE MATERIAL REGULATORY BYLAW NO. 280

The Capital Regional District (CRD) received a request from Metro Vancouver to support its application for approval of the *Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280, 2013*. We are informed that flow management is included in Metro Vancouver's Solid Waste Management Plan and that their regional district has met the Ministry's public consultation requirements prior to submitting the bylaw for your approval.

Our Board understands that waste flow management is an important regulatory tool to support the implementation of local governments' solid waste management plans and regulate the flow of municipal waste and recyclable materials as provided for in the *Environmental Management Act*. Waste flow management is becoming an important issue for many regional districts in British Columbia. The CRD may review waste flow management and regulatory approaches as part of the development of its new Integrated Solid Waste and Resource Management Plan.

We support the principle that, where the authority has been granted through an approved Solid Waste Management Plan, a regional district may require that municipal solid waste, recyclable and organic materials generated within that jurisdiction be received at designated facilities. We appreciate Metro Vancouver's work on this emerging issue and support the authority of local government to decide upon this matter.

We will follow this important solid waste issue and your decision with interest.

Yours truly,

Alastair Bryson
Chair, Capital Regional District Board

cc: Greg Moore, Chair, Metro Vancouver Board
Malcolm Brodie, Chair, Zero Waste Committee
Board Members, CRD
Bob Lapham, Chief Administrative Officer, CRD
Larisa Hutcheson, General Manager, Parks & Environmental Services, CRD

Office of the Chair

600 Comox Road, Courtenay, BC V9N 3P6
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Toll free: 1-800-331-6007
www.comoxvalleyrd.ca



Comox Valley
REGIONAL DISTRICT

File: 0470.01

May 27, 2014

Sent via email only: ENV.minister@gov.bc.ca

The Honourable Mary Polak, MLA
Ministry of Environment
PO Box 9047 Stn Pov Govt
Rm 247, Parliament Buildings
Victoria BC V8W 9E2

Dear Minister:

Re: Letter of support for "Greater Vancouver Sewerage and
Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280"

At its meeting of May 8, 2014, the Comox Valley Regional District (Comox Strathcona waste management) board passed the following resolution:

THAT the board endorse Metro Vancouver's development of a waste flow management strategy for Metro Vancouver and the "Greater Vancouver Sewerage and Drainage District Recyclable Materials Regulatory Bylaw No. 280" and that a letter supportive of the initiative be provided to the Ministry of Environment.

The board commends Metro Vancouver for showing leadership on this issue and encourages the ministry to approve their bylaw.

Sincerely,

Edwin Grieve
Chair

cc: Don McRae, MLA
Greg Moore, Chair, Metro Vancouver board
Malcolm Brodie, Chair, Zero Waste Committee
Paul Henderson, General Manager, Solid Waste Services, Metro Vancouver



101 Martin Street, Penticton, British Columbia V2A 5J9

Tel: 250.492.0237 Fax: 250.492.0063

Toll Free: 877.610.3737

Email: info@rdos.bc.ca

RDOS

OKANAGAN-
SIMILKAMEEN

March 25, 2014

RDOS FILE: 0400.60, 2014

Mr. Greg Moore, Chair
Metro Vancouver Board
4330 Kingsway
Burnaby, BC
V5H 4G8

Dear Chair Moore and Board of Directors,

Re: Support for Waste Flow Management Provisions in Solid Waste Management Plans

Thank you for your letter dated February 12, 2014 entitled 'Metro Vancouver Waste Flow Management and the Greater Vancouver Sewerage and Drainage District Recyclable Material Regulatory Bylaw No. 280.'

The RDOS Board has reviewed your letter and made the following resolution at our March 20th, 2014 meeting:

B74/14PW IT WAS MOVED AND SECONDED

THAT the Regional District of Okanagan-Similkameen provide a letter for Metro Vancouver supporting the principal that, where the power has been granted through an approved Solid Waste Management Plan, a Regional District may require that municipal solid waste, recycling and organic matter generated within that Regional District be received at a facility licensed by that Regional District.

CARRIED

A copy of the Staff Report brought forward with this resolution has been included. As requested by Metro Vancouver Staff, a copy of this letter has been sent to the Honourable Mary Polak, Minister of Environment.

Please contact Cameron Baughen, RDOS Solid Waste Management Coordinator at 250-490-4203, by email at cbaughen@rdos.bc.ca or by mail at the RDOS address above if you have further questions.

Sincerely,

Bill Newell
RDOS CAO

CB

cc: Honourable Mary Polak, Minister of Environment
M. Pendergraft, RDOS Chair
D. French, RDOS Manager of Public Works
C. Baughen, RDOS SW Management Coordinator



REGIONAL DISTRICT OF NORTH OKANAGAN

CITY OF ARMSTRONG
DISTRICT OF COLDSTREAM
CITY OF ENDERBY

VILLAGE OF LUMBY
TOWNSHIP OF SPALLUMCHEEN
CITY OF VERNON

'B' - SWAN LAKE
'C' - B.X. DISTRICT
'D' - LUMBY (RURAL)

'E' - CHERRYVILLE
'F' - ENDERBY (RURAL)

OFFICE OF: CHAIR

OUR FILE No.: 0110/5360.0

March 17, 2014

The Honourable Mary Polak
Minister of Environment
PO Box 9047 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Polak:

Re: Support for Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280 2013

I am writing on behalf of the Board of Directors of the Regional District of North Okanagan (RDNO) in support of Metro Vancouver's Regulatory Bylaw No. 280 2013 that is before you for approval. Paul Henderson, P.Eng., Metro Vancouver's General Manager, Solid Waste Services, met with RDNO and other BC Interior jurisdictions on November 20, 2013 to discuss waste flow management. He described their experience with establishing waste flow regulatory terms to protect infrastructure and waste diversion goals.

The RDNO manages three landfills, three transfer stations and a large number of waste diversion programs with an operating budget of \$5 million for a population of approximately 82,000. We rely on tipping fees for the vast majority of our revenue (8% from taxation) to support the service. Being able to rely on revenue from tipping fees is essential to consistently comply with environmental regulations, the RDNO Solid Waste Management Plan, and manage municipal solid waste in an efficient and an economically sustainable manner.

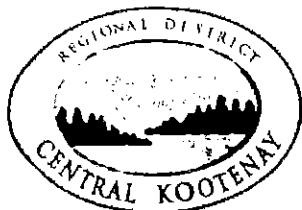
Tipping fees at RDNO facilities will be increasing over the next five years to a level that we understand could put our jurisdictions at risk, making it necessary for the RDNO to implement a similar bylaw. Haulers that bypass regional facilities avoid disposal bans and prohibitions designed to encourage recycling, and these haulers do not contribute to the cost of maintaining facilities and programs, putting an increased burden on local businesses and residents. Also, it is important to the recycling industry to ensure recyclables are captured from the waste stream.

The RDNO appreciates the leadership of Metro Vancouver and support the authority of local government to decide upon this important matter. We encourage you to approve their Bylaw No. 280, 2013.

Yours truly,

Rick Fairbairn,
Vice Chair

cc: Mr. Greg Moore, Chair, Metro Vancouver



Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
Telephone (250) 352-6665
BC Toll Free 1-800-268-7325

Web: www.rdck.bc.ca
Email: info@rdck.bc.ca
Fax: (250) 352-9300
File: 6200-01

March 6, 2014

Honourable Mary Polak, Minister of Environment
PO Box 9047 Stn Prov Govt
Victoria, BC V8W 9M1

Dear Minister Polak:

RE: RDCK Support for Metro Vancouver's Waste Flow Management Policy and Bylaw No. 280

The purpose of this letter is to advise of the Regional District of Central Kootenay's (RDCK) support for Metro Vancouver's Waste Flow Management Policy and the Greater Vancouver Sewerage and Drainage District Recyclable Material Regulatory Bylaw No. 280. The RDCK Board, at its regular meeting of February 13, 2014, passed the following resolution:

That the Board support Metro Vancouver's Waste Flow Management Policy and Bylaw 280 and to demonstrate this support, the Chair will send a letter to the Honorable Mary Polak, Minister of Environment.

Waste flow management is an important issue for many regional districts in British Columbia. The ability to effectively manage waste flow is critical if we are to provide the long term infrastructure and services necessary to reach waste reduction targets. Further, to fully realize the benefit of waste diversion policies local government must have the ability to regulate the flow of municipal waste and recyclable materials as provided for in the *Environmental Management Act*.

Waste haulers that bypass regional facilities seeking lower tipping fees elsewhere will erode the financial sustainability of regional systems. This degrading of our systems which are tied to the Provincial mandate under the *Solid Waste Management Act*, may make it impossible for local government to satisfy the Act which does not protect the taxpayer against 'one-offs' in the market place. If this is market-driven and not for the benefit of our citizens long term, the Province must ensure that a sizeable restoration fund is established to reconstruct services if those offering cheap disposal prices realize they may achieve a monopoly and raise the rate once we disembowel our current services. This places an unfair burden on all affected taxpayers and detracts from the effectiveness of provincial waste diversion initiatives.

The RDCK commends Metro Vancouver for demonstrating leadership on this issue and we strongly encourage you to approve their bylaw.

Sincerely,

John R. Kettle
Board Chair

cc: Greg Moore, Chair, Metro Vancouver Board; Malcolm Brodie, Chair, Zero Waste Committee
Paul Henderson, General Manager of Solid Waste Services, Metro Vancouver, Union of BC Municipalities





ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni, B.C. CANADA V9Y 2E3

Telephone (250) 720-2700 FAX: (250) 723-1327

March 5, 2014

Mr. Greg Moore, Chair
Metro Vancouver Board
4330 Kingsway
Burnaby, BC
V5H 4G8

Mr. Malcolm Brodie, Chair
Zero Waste Committee
4330 Kingsway
Burnaby, BC
V5H 4G8

Dear Mr. Moore and Mr. Brodie,

Re: Metro Vancouver Waste Flow Management and the Greater Vancouver Sewerage and Drainage District Recyclable Material Regulatory Bylaw No. 280

The Alberni-Clayoquot Regional District Board of Directors at their regular meeting held on February 26, 2014, considered your letter dated February 12, 2014 requesting support for the above bylaw.

I am pleased to advise that the Alberni-Clayoquot Regional District Board of Directors in open meeting passed the following resolution:

THAT the Alberni-Clayoquot Regional District Board of Directors supports adoption of the Greater Vancouver Sewerage and Drainage District Recyclable Material Regulatory Bylaw No. 280.

Our Board of Directors believes Metro Vancouver's waste flow management strategy is key to the success of solid waste management plans across the Province.

Sincerely,

Cindy N. Solda,
Chairperson

cc: Honourable Mary Polak, Minister of Environment



3 February 2014

File: 5365-22

Honorable Mary Polak
Minister of Environment
PO Box 9047
STN PROV GOV
Victoria BC V8W 9E2

Dear Minister Polak;

Re: Letter of Support for Metro Vancouver's Proposed Recyclable Materials Regulatory Bylaw No. 280

The purpose of this letter is to advise of the Regional District of Nanaimo's support for the proposed bylaw referenced above. The Regional Board, at their regular meeting of January 28, 2014, carried the following motion:

That the Board endorse Metro Vancouver's development of a waste flow management strategy for Metro Vancouver and the Greater Vancouver Sewerage and Drainage District Recyclable Materials Regulatory Bylaw No. 280 and that a letter supportive of the initiative be provided to Ministry of Environment.

The *Guide to the Preparation of Solid Waste Management Plans* sets out the expectation of the Ministry that solid waste management plans are to include policies where "individuals and firms are enabled to make environmentally sound choices about consumption of resources and generation of waste through provision of appropriate information, including user-pay and market-based incentives wherever possible". To fully realize the benefit of market-based policies in reducing waste and conserving resources, local government must have the ability to regulate the flow of municipal waste and recyclable materials as provided for in the *Environmental Management Act*.

I trust this letter of support will be given consideration regarding Metro's request for your approval of Bylaw 280.

Sincerely,

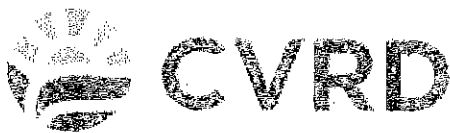
Paul H. Thorkelsson, MArch, MPA, Architect-AIBC
Chief Administrative Officer

cc: Carol Mason, Chief Administrative Officer, Metro Vancouver
Paul Henderson, General Manager, Metro Vancouver

6300 Hammond Bay Rd.
Nanaimo, B.C.
V9T 6N2

Ph: (250)390-4111
Toll Free: 1-877-607-4111
Fax: (250)390-4163

RDN Website: www.rdn.bc.ca



175 Ingham Street
Duncan, BC V9L 1N8
www.cvrdbc.ca

Office: 250.746.2500
Fax: 250.746.2513
Toll Free: 1.800.665.3955

January 10, 2014

File No.:

Minister of Environment
PO Box 9047 STN PROV GOVT
Room 247 Parliament Buildings
VICTORIA BC V8W9E2

via email: env.minister@gov.bc.ca

Attention: Honourable Mary Polak

Dear Minister Polak,

Re: Metro Vancouver Waste Flow Management and the Greater Vancouver Sewerage and Drainage District Recyclable Material Regulatory Bylaw No. 280

I am writing on behalf of the Board of Directors of the Cowichan Valley Regional District (CVRD) in support of Metro Vancouver's Waste Flow Management Strategy and the Greater Vancouver Sewerage and Drainage District Recyclable Material Regulatory Bylaw No. 280.

Waste flow management is an important issue for many Regional Districts in British Columbia. The ability to effectively manage waste flow is key to our ability to provide the recycling and organics collection services necessary to meet our ambitious diversion targets.

Garbage haulers that bypass regional facilities avoid disposal bans and prohibitions designed to encourage recycling. These haulers do not contribute toward the cost of the regional systems thereby placing increasing costs on local business and residents. In addition, it is important to the recycling industry to ensure that recyclables are captured from the waste stream.

On southern Vancouver Island we are beginning to see signs and feel the effects of "leakage" from the waste stream and if the trend continues we at the CVRD may very well need to implement a bylaw similar to that of Metro Vancouver.

The CVRD appreciates the leadership of Metro Vancouver on this matter and we encourage you to approve their Bylaw No. 280.

Thank you for your consideration.

Yours truly,

Rob Hutchins
Chair

WJ/ann

pc: Mr. Greg Moore, Chair, Metro Vancouver

file: CHAIRPERSON/Hutchins/Correspondence/to Minister Polak Support of MV Waste Flow Management Bylaw January 2014

RECYCLE FIRST COALITION

c/o 15360 Knox Way, Richmond BC, V6V 3A6 P: 604 834-1468

October 13, 2013

Minister of the Environment
Honourable Mary Polak
Station Provincial Government
Box 9319
Victoria, BC
V8W 9E2

Dear Minister Polak,

On behalf of the 11 Recycle First Coalition companies, we would like to thank you for meeting with us. We really appreciate your time.

Our coalition members are competitors in our day to day business lives, but share a common belief that:

- Source separation of discarded materials is the key to real diversion and recycling.
- Source separation encourages upstream consumer behavior change, procurement and packaging innovation that is designed for the environment.
- Discarded materials should be recycled in ways that promote their best, highest possible end use.
- Discarded materials that are not source separated are considered waste; priority should be given to having waste created in the region, be dealt with in the region.
- Society (the generator of discarded materials) can and should be engaged to minimize waste.
- Bans and prohibitions are most effective when economic incentives for "right behavior" are applied consistently, timely, and as close as possible to the generator of discarded materials.
- Metro Vancouver policies of the last 25 years have created vibrant, free market recycling and hauling sectors in the lower mainland. Uniform landfill fees, augmented with bans and prohibitions, establish a level playing field that has and will continue to promote source separation, encourage competitive innovations in recovery programs and services, and stimulate new markets for materials—all of which result in lower overall disposal costs for the public.

Most of our member businesses began 15 years ago or more, when landfill fees in the Metro Vancouver region were quite low. With disposal a relatively inexpensive alternative, recycling was a difficult sell. Customers felt they had to choose between "doing the right thing" for the environment and their own pocketbook. As Metro Vancouver raised landfill fees and implemented disposal bans on selected materials, the economic and environmental incentives for landfill diversion became aligned, and recycling in the region grew dramatically. In effect, Metro Vancouver policies created a system in which total societal costs for waste handling get properly priced into the cost to the generator. Unfortunately, the increasing volumes of trash and potentially recyclable materials now leaking from the Metro Vancouver transfer system will undermine the incentives for recycling and turn the clock back on many years of successful diversion efforts.

As a coalition, we are in support of By Law 280 and hope that you endorse it quickly, so that we can all get back to operating our businesses focused on diverting waste from our region's landfills and promoting the provinces green economy and jobs.

Again we thank you for your time and appreciate the time to be able to meet you in person.

Sincerely,



Nicole Stefanelli
CEO Urban Impact, spokesperson Recycle First Coalition
604 834-1468

Cc: Chair Zero Waste Committee, Malcolm Brodie
Chair, Metro Vancouver Board, Greg Moore

Recycle First Coalition

Eleven member companies, who compete in the recycling and waste management sector every day, who have come together and share a common belief:

- Source separation of discarded materials is the key to real diversion and recycling.
- Source separation encourages upstream consumer behavior change, procurement and packaging innovation that is designed for the environment.
- Discarded materials should be recycled in ways that promote their best, highest possible end use.
- Discarded materials that are not source separated are considered waste; priority should be given to having waste which is created in the region, be dealt with in the region.
- Society (the generator of discarded materials) can and should be engaged to minimize waste.
- Bans and prohibitions are most effective when economic incentives for "right behavior" are applied consistently, timely, and as close as possible to the generator of discarded materials.
- Uniform disposal fees, augmented with disposal bans and prohibitions, establish a level playing field that has and will continue to promote source separation, encourage competitive innovations in recovery programs and services, and stimulate new markets for materials—all of which result in lower overall disposal costs for the public.

The Recycle First Coalition companies have invested \$135 million in the last five years in recycling infrastructure, jobs and the green economy, when canvassed, the 11 members felt that another \$135 million was planned for the next five years.

Collectively we employ over 825 employees in the region alone. Our members are entrepreneurs who actively invest in their businesses, the regions diversion and in jobs. The Recycle First Coalition members companies have driven innovation in the region. The Recycle First Coalition member companies employ over 825 people in the region in a wide ranging of skilled and unskilled, management and administrative roles.

The Recycle First Coalition members divert over 1,000,000 metric tonnes of material from local landfills yearly. Collecting and process a wide variety of materials in the region including: all grades of paper, all grades of



plastics, ferrous and nonferrous metals, organics, construction and demolition materials, mattresses, drywall and a variety of items under stewardship programs including: tires, batteries, electronics and appliances, used oil, fluorescents.

The Recycle First Coalition are entrepreneurial success stories in our province, with most of the companies still operated by their founding entrepreneurs.

Members of the Recycle First Coalition





Reference: 199569

October 17, 2014

Greg Moore, Chair
and Directors
Metro Vancouver Board
4330 Kingsway
Burnaby BC V5H 4G8

Dear Chair Moore and Directors:

I am writing in response to Metro Vancouver's letter of November 5, 2013, with attached Greater Vancouver Sewerage and Drainage District (GVS&DD) Municipal Solid Waste and Recyclable Material Regulatory Bylaw 280, 2013 (Bylaw 280), the Board resolutions for adopting Bylaw 280 and a summary of Metro Vancouver's consultation process.

Ministry staff have reviewed your submission and accompanying documents. While Bylaw 280 appears to be consistent with Metro Vancouver's Solid Waste Management Plan (SWMP), approved on July 21, 2011, and its bylaw review process, Bylaw 280 raises a number of significant public interest concerns for me:

1. Bylaw 280 stifles competition on residuals management. This limits options and combined with steadily increasing Metro tipping fees could have a significant effect on the local taxpayer. At the same time, I remain unconvinced that the Bylaw will be successful in stemming the flow of waste out of Metro Vancouver as intended. I am also very concerned about the potential for higher tipping fees to lead to increased illegal dumping.
2. Metro Vancouver's SWMP acknowledges the important role that that Extended Producer Responsibility (EPR) programs play in achieving their diversion goals. The recently launched Packaging and Printed Paper (PPP) program could be a key contributor to Metro Vancouver's efforts, however that program is still in its infancy. I believe that the successful implementation of EPR stands to eliminate the need for flow controls, given time to mature. Further, I am concerned that Bylaw 280 could have unintended consequences for the success of the PPP program.

...2

3. Solid waste is no longer simply a problem to be managed; rather it is a valuable commodity supporting local employment and established businesses. I have a serious concern with the destabilizing effect that such a bylaw would have on the established waste management system, in particular in the multi-family and Industrial-Commercial-Institutional (ICI) sectors where the majority of collection and hauling is done by the private sector.
4. Notwithstanding Metro's position on waste export, I remain concerned about the ability of flow control restrictions to withstand a trade challenge.

As such I regret to inform you that I am unable to approve Bylaw 280. Despite this, I want to commend the Metro Vancouver Board and staff for their continued efforts to achieve the laudable waste diversion goals in your SWMP and protect the environment. In support of these efforts, I am pleased to let you know that Mr. Marvin Hunt, MLA for Surrey-Panorama, has been appointed to lead a review of current diversion efforts. The goal of the review will be to make recommendations on what, if any, changes are required to the current system to maximize the diversion of waste from disposal. As you will know, Mr. Hunt has served in many roles, including the Chair of Metro Vancouver's Waste Management Committee, and brings a wealth of knowledge related to municipal waste management. The review is expected to take approximately three months and Mr. Hunt will be in contact with you soon regarding Metro Vancouver participation.

If you have any questions regarding this or other matters related to the Metro Vancouver Solid Waste Management Plan, please contact Ms. Lori Halls, Assistant Deputy Minister for the Environmental Protection Division, at 250 387-9997 or by email at Lori.D.Halls@gov.bc.ca.

Sincerely,



Mary Polak
Minister

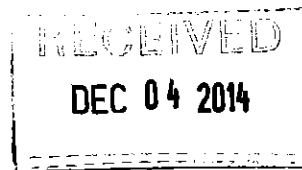
cc: Jennifer McGuire, Executive Director, Environmental Protection Division, Ministry of Environment
Carol Mason, Commissioner/Chief Administrative Officer, Metro Vancouver

PRA-BC

Practice Readiness Assessment of British Columbia

December 1, 2014

Ms. Penny Cote
Chairperson, Alberni-Clayoquot Regional Hospital District
3008 Fifth Avenue,
Port Alberni, BC
V9Y 2E3



Dear Ms. Cote

Re: September 24, 2014 Letter in Support of Port Alberni

Thank you for your interest in the Practice Readiness Assessment (PRA-BC) program. The BC-PRA committee has been very pleased with the caliber of clinics which have expressed interest in acting as clinical assessment sites for this program.

The Practice Ready Assessment Program (PRA-BC) will run as a pilot in several rural communities over the next year, and will assess a total of thirty candidates in two fifteen candidate cohorts.

Family physicians who received their medical degrees from countries which do not have reciprocal recognition with the College of Family Physicians of Canada must, under national guidelines, undergo a three-month Practice Readiness Assessment (PRA) to ensure they are competent to practice safely in Canada, prior to receiving a provisional medical license. After assessment there will be a requirement for a three year return of service in a rural site in British Columbia.

Under national guidelines and to avoid any appearance of conflict of interest, candidates may not be assessed in the clinics to which they will give their return of service.

For each cohort twenty Physicians will be pre-screened for eligibility for PRA-BC by HealthMatchBC, and final eligibility decided on the basis of requirements determined by the College of Physicians and Surgeons of British Columbia. Candidates selected to enter the program will experience a brief orientation to the evaluation process followed by a series of examinations. The fifteen best performing candidates in each cohort will then be selected for further orientation and then for a three month Clinical Field Assessment (CFA) in one of the sites across the province that has indicated interest. Candidates who are successful in this CFA will then receive a provisional license to practice in British Columbia.

PRA-BC cannot guarantee that all interested candidates will be selected for the program. There is also a possibility that a candidate will not succeed in the CFA and not be eligible for provisional licensure.

Site selection for permanent return of service clinics has now been determined based on identification of areas of need by Health Authorities. Matching of International Medical Graduate applicants to these return of service sites will be made in mid December 2014 by a sub-committee of PRA-BC. This committee will have extensive stakeholder representation to ensure the fairest distribution of physician resources. The Clinical Field Assessment site in which the applicants will be assessed will be determined based on close comparison with the ultimate

PRA-BC

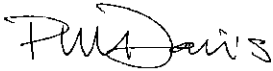
Practice Readiness Assessment of British Columbia

return of service site.

Assessment Clinics will likely be equally spread across the Health Authorities based on HA sponsorship and assessor availability.

The intention of the BC-PRA program is for candidates to be assessed by trained rural family physicians in rural clinical sites not only with the goal of assessing their competence, but also to most effectively prepare them for rural practice. The program committee greatly appreciates the willingness of rural physicians and practices to act as Clinical Field Assessment sites to make this intention a reality.

Sincerely,



Dr. Penny Davis, Interim Clinical Director

November 28, 2014

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



Dear Alberni-Clayoquot Regional District Board:

On behalf of North Island College (NIC), I extend our warm congratulations on your recent elections in your electoral areas and municipalities.

Thank you for your commitment to serving the citizens of your community.

We look forward to establishing a strong and positive working relationship between NIC and the Alberni-Clayoquot Regional District Board in 2015 and for years to come.

In the New Year, I will be requesting an opportunity to meet with you and your colleagues in order to provide a briefing regarding NIC's progress, challenges and priorities for the future. My office will be in touch to arrange a date and time.

We welcome your ideas and questions on how NIC and the Alberni-Clayoquot Regional District Board can support each other to strengthen educational access and success, social well-being, economic prosperity and the health of the North Island.

Best wishes for great success in your new roles and next terms of office.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Bowman".

John Bowman
President



REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Coordinator

Meeting Date: January 14, 2015

Subject: AV Landfill – Fencing Contract

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors award the AV Landfill Fencing Contract to Agfor Industries Ltd. for a total tender price of \$38,433.15, including GST.

Summary:

Two tenders were received on December 2, 2014 for the above referenced project. The tenders were received as follows:

<u>Tenderer</u>	<u>Total Tender Price (incl. GST)</u>
Agfor Industries Ltd.	\$38,433.15
Score Construction Ltd.	\$92,696.62

Agfor Industries has previous experience in constructing wildlife exclusion fences, has a good reputation and comes highly recommended by other government bodies. The attached report from McGill & Associates Engineering provides more details on the tenders.

Time Requirements – Staff & Elected Officials:

Minimal.

Financial:

There was \$70,000 in the 2014 AVLF capital budget that will be carried over to 2015 to fund this project.

Policy or Legislation:

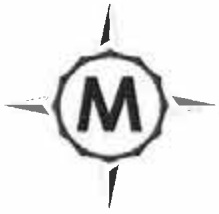
As per ACRD’s purchasing policy.

Submitted by: 

 Janice Hill, Environmental Services Coordinator

Approved by: 

 Russell Dyson, Chief Administrative Officer



December 09, 2014

Alberni Clayoquot Regional District
3008 4th Avenue
Port Alberni, B.C. V9Y 2E3

Attention: Russell Dyson

Re: Project No. 3108
Alberni Valley Landfill – Fencing Contract 2014

Dear Sirs:

This letter reviews the two Tenders received on December 2, 2014, for the above referenced project and recommends the award of the contract to Agfor Industries Ltd. as described below:

1. Tenders Received

Two tenders were received as follows:

Tenderer	Bid Security	Total Tender Price Including GST
Agfor Industries Ltd.	Yes (Certified Cheque)	\$38,433.15
Score Construction Ltd.	Yes (Certified Cheque)	\$92,696.62

All tenders were properly signed. A more detailed comparison of all tenders is attached.

2. Arithmetic Check

An arithmetic check of both Tenders indicated the following:

There was a minor addition error in the Score Construction submission. They submitted \$88,282.50 with \$4,414.12 GST for a total tender price of \$92,696.62. Our check indicated that the total was \$88,322.50 plus \$4,416.13 GST for a total price of \$92,738.63.

This correction had no impact on the Tender recommendation.



3. Bid Bonds and Consents of Surety

All tenderers submitted the required Bid Security.

4. Attendance at Site Meeting

There was no mandatory site meeting for this project.

5. Balancing Unit Prices

No obvious signs of manipulation of Unit Prices were noted.

6. Variations in Submitted Tenders

The most significant difference between the two Tenderer's prices was the unit cost for installation of new 8-wire bear fence. Agfor Industries submitted a unit price of \$29.00/m whereas Score Construction submitted a unit price of \$64.50/m.

Other notable differences were:

	Agfor Industries Ltd.	Score Construction Ltd.
Refurbish Man Gate	\$350/ea.	\$1,600/ea.
Refurbish Vehicle Gate	\$350/ea.	\$1,800/ea.
Localized Fence Repairs	\$31/m	\$120/m
Tightening Existing Fence	\$1.95/m	\$6.00/m

7. Schedule

Agfor Industries indicated they would begin work on February 01, 2015 and complete it by March 31, 2015.

Score Construction indicated they complete work in 90 days with a completion date of March 15, 2015.

8. Acknowledgement of Addendae

All tenderers acknowledged receipt of the single addenda issued.

9. Force Account Rates

Force Account rates proposed by the low tenderer, Agfor Industries Ltd., appear normal for the industry and location.

10. Alternate Proposals

No alternate proposals were submitted.



11. Contractor Qualifications

Agfor Industries is owned and operated by Paul Ferris. Paul has 15yrs experience constructing wildlife exclusion fences and has completed large projects for BC Hydro, the Nanaimo Airport, the Ministry of Forest, the Comox Strathcona Regional District, and the City of Campbell River.

We contacted the project managers for these previous jobs and they all highly recommend Agfor Industries. These projects were described as being high quality, well run, on budget, and on schedule. Paul Ferris was described as being easy to work with and very accommodating of Owner's requests.

12. Contractors Supervisory Personnel

Paul Ferris, the Owner of Agfor Industries, will be the onsite supervisor.

13. Sub-Contractors

Both Tenderers indicated they would not be using sub-contractors.

14. Recommendation

We recommend that this contract be awarded to Agfor Industries for the following reasons:

1. Tender Price - Agfor Industries submitted the lowest qualifying tender.
2. Schedule – The tender was for a reasonable time period for this project.
3. Previous Experience – Agfor Industries has an good reputation within the wildlife exclusion fence industry and comes recommended by other government bodies.

We would be pleased to review this with you at your convenience.

Yours truly,

For **McGill & Associates Engineering Ltd.**

Alan J. McGill, P. Eng.



Encl.

ALBERNI CLAYCOQUIT REGIONAL DISTRICT
Alberni Valley Landfill - Fencing Contract 2014

TENDER COMPARISON

85-Dec-14

ITEM NO	SCHEDULE	Unit of Measure	Approx Quantities	ACFOR INDUSTRIES				SCORE CONSTRUCTION			
				UNIT PRICE	AMOUNT \$	Faxed revision	Submitted Tender Amount	UNIT PRICE	AMOUNT \$	Faxed revision	Submitted Tender Amount
1	STA. 0+000 to STA. 0+320 Tighten existing 4-wire electrified bear fence to minimum	Lineal Metre	320	1.95	624.00		624.00	6.00	1,920.00		1,920.00
1.1	120lb (install infinite tensioners as required)										
2	STA. 0+320 to STA. 0+375 Install new 8-wire bear fence as per Contract Drawings and Specifications. Reuse in-place steel posts where possible	Lineal Metre	55	\$31.00	1,705.00		1,705.00	80.00	3,300.00		3,300.00
2.1	Supply of additional steel post. (Installation included in item 2.2)	Each	5	\$200.00	1,000.00		1,000.00	80.00	400.00		400.00
3	STA. 0+385 to STA. 1+210 Install new 8-wire bear fence as per Contract Drawings and Specifications. Reuse in-place steel posts where possible	Lineal Metre	825	29.00	23,925.00		23,925.00	64.50	53,212.50		53,212.50
3.1	Supply of additional steel post. (Installation included in item 3.2)	Each	10	200.00	2,000.00		2,000.00	80.00	800.00		800.00
3.2	Retension and reinstall existing 1.2m electrified mangate c/w S.S. Swivel Cut-out switch	Each	2	350.00	700.00		700.00	1,600.00	3,200.00		3,200.00
3.3	Retension and reinstall existing 6m electrified vehicle gate c/w S.S. Swivel Cut-out switch	Each	1	350.00	350.00		350.00	1,600.00	1,600.00		1,600.00
4	STA. 1+210 to STA. 2+030 Tighten existing 8-wire electrified bear fence to minimum	Lineal Metre	740	1.50	1,110.00		1,110.00	6.00	4,440.00		4,440.00
4.1	120lb										
4.2	Remove brace corner and loose posts @ STA. 1+365 and 4.2 replace with new posts and "H" style brace	L.S	1	450.00	450.00		450.00	2,500.00	2,500.00		2,500.00
4.3	Replace broken wire insulator @ STA. 1+570	Each	1	20.00	20.00		20.00	40.00	40.00		40.00
4.4	Replace loose steel post @ STA. 2+030	Each	2	150.00	300.00		300.00	650.00	1,300.00		1,300.00
5	STA. 2+030 to STA. 2+110 Remove section of failing fence and reinstall to Contract specifications, re-use suitable existing material @ STA. 2+060 to 2+110	Lineal Metre	50	31.00	1,550.00		1,550.00	120.00	6,000.00		6,000.00
6	STA. 2+110 to STA. 2+640 Tighten existing 8-wire electrified bear fence to minimum	Lineal Metre	620	1.95	1,209.00		1,209.00	6.00	3,720.00		3,720.00
6.1	120lb										
6.2	Replace broken steel man gate brace post @ STA. 2+135	L.S	1	250.00	250.00		250.00	1,800.00	1,800.00		1,800.00
6.3	Replace loose fiberglass posts with steel posts STA. 2+135 to 2+185	Each	3	200.00	600.00		600.00	450.00	1,350.00		1,350.00
6.4	Add additional steel post to maintain 150mm bottom wire height (near STA. 2+175)	Each	1	200.00	200.00		200.00	450.00	450.00		450.00
6.5	2+420 Replace broken wire insulators @ STA. 2+350 and STA. 2+420	Each	2	20.00	40.00		40.00	75.00	150.00		150.00
6.6	2+580 (add posts as req'd) Lower bottom wire to 0.15m off ground STA. 2+820 to STA. 2+580	L.S	1	300.00	300.00		300.00	400.00	400.00		400.00
7	GENERAL Install new "Electrified Fence" signs every 30m STA. 0+000 to STA. 2+660	Each	90	3.00	270.00		270.00	6.00	540.00		540.00
7.1	to STA. 2+660										
7.2	Reconnect existing energizer and ground grid	L.S	1	0.00	0.00		0.00	200.00	200.00		200.00
7.3	Test complete fence	L.S	1	0.00	0.00		0.00	400.00	400.00		400.00
7.4	Supply Operation & Maintenance Manual as specified in Contract	L.S	1	0.00	0.00		0.00	400.00	400.00		400.00
Total					36,603.00		36,603.00		88,322.50		88,322.50
Plus G.S.T.					1,830.15		1,830.15		4,416.13		4,416.13
Total including G.S.T.					\$38,433.15		\$38,433.15		\$92,738.63		\$92,738.63

Days to Complete: Did not fill in "calendar days" but in prelim construction schedule start Feb 1 compl Mar 31
Ackn. Add #1

Days to Complete: 90
Prelim sched: Mar 2-15
Ackn Add #1

Days to Complete: 90
Prelim sched: Mar 2-15
Ackn Add #1

appears to be error
addition error
thens reads:
88,282.50
4,414.12
92,696.62



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CGA, Manager of Finance
Meeting Date: January 14, 2015
Subject: Revenue Anticipation Borrowing Bylaw

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1113, 2015".

That the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1113, 2015".

That the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1113, 2015".

That the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1113, 2015".

Background:

A revenue anticipation borrowing bylaw is created each January to ensure that the Regional District has authority to borrow money for expenditures that must be made before the related revenues are received. In essence, this bylaw is a tool for managing cash flow and is created annually whether it is believed to be required or not. Once received, the revenues are used to cancel the debt. The Regional District did not utilize the overdraft in 2014 but did go into overdraft in the operating account in July 2013. It is not known at this time whether borrowing will be needed in 2015.

This bylaw is required by the Regional District's Bank as well as the Municipal Finance Authority.

Time Requirements – Staff & Elected Officials:

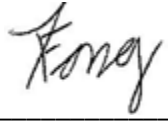
Minimal.

Financial:

If overdraft or temporary borrowing are used then interest charges will be applied, otherwise there are no financial implications.

Policy or Legislation:

Section 821 of the Local Government Act provides the authority for revenue anticipation borrowing.



Submitted by: _____
Teri Fong, CGA, Manager of Finance



Approved by: _____
Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw F1113

**A BYLAW TO PROVIDE FOR THE BORROWING OF MONEY IN
ANTICIPATION OF REVENUE FOR THE YEAR 2015**

WHEREAS the Regional District does not have sufficient money on hand to meet the current lawful expenditures of the Regional District;

AND WHEREAS it is provided by Section 821 of the Local Government Act that the Regional Board may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of the money as may be necessary to meet the current lawful expenditures of the Regional District;

AND WHEREAS there are no liabilities outstanding under Section 821;

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

1. The Regional Board shall be and is hereby empowered and authorized to borrow upon the credit of the Regional District an amount or amounts not exceeding the sum of \$2.0 million dollars (\$2,000,000.00).
2. The form of obligation to be given as acknowledgment of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Chairperson and the Financial Administration Officer.
3. All anticipated revenue of the current year or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
4. This Bylaw may be cited as “**Revenue Anticipation Borrowing Bylaw No. F1113, 2015**”.

Read a first time this	day of	,	2015.
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Read a second time this	day of	,	2015.
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Read a third time this	day of	,	2015.
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ADOPTED this _____ day of _____, 2015, by an affirmative vote of at least two-thirds the votes cast.

Certified true and correct copy of
**“Revenue Anticipation Borrowing
Bylaw No. F1113, 2015.”**

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

Russell Dyson,
Chief Administrative Officer

Josie Osborne,
Chairperson



REQUEST FOR DECISION

To: Board of Directors

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

Meeting Date: January 14, 2015

Subject: Alberni Valley Regional Airport Bylaw Amendment Adoption

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors adopt the bylaw cited as "Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014".

Desired Outcome:

To amend the bylaw to include a maximum requisition amount in the bylaw itself and to no longer use the maximum amount set out in the Supplementary Letters Patent.

Summary:

In the fall of 2014 discussions with Ministry of Community, Sport and Cultural Development staff revealed that the establishing bylaw for the Port Alberni Airport (also known as the Alberni Valley Regional Airport) did not conform to the current legislation and therefore required an update. The Ministry requested that we amend the bylaw to include the maximum requisition within the bylaw and to no longer read it in conjunction with the Supplementary Letters Patent.

The amending bylaw was given three readings on October 8, 2014 and consent for the bylaw was subsequently provided by each area. On November 27, 2014 the bylaw received approval from the Inspector of Municipalities enabling the bylaw to now be adopted.

This amendment only resolves the legislative issue and does not consider an increase in the budget for expanded operations. Staff may require an additional amendment in the spring when the 2015 budget is created but the Ministry has recommended that we do not consider both the correction and an increase in operations at the same time.

Background:

The Supplementary Letters Patent for Airport Facilities was dated March 5th, 1986 and the Port Alberni Airport Establishment Bylaw was adopted February 24th, 1993.

Time Requirements – Staff & Elected Officials:

There will be no additional time requirement by staff or elected officials.

Financial:

This amendment sets the maximum amount to be requisitioned as \$50,000 or \$0.0169 per \$1,000 of

taxable value of land and improvements. This change does not have any impact on the budget as it is the same amount that staff has used for many years.

Policy or Legislation:

All legislative requirements have now been met and the bylaw may be adopted.



Submitted by: _____

Teri Fong, CPA, CGA, Manger of Finance



Approved by: _____

Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw 791-1

A Bylaw to amend the Alberni Valley Regional Airport Extended Service Area Establishment Bylaw, 1992

WHEREAS the Regional District Board may, by bylaw, establish and operate a service under provisions of the *Local Government Act*;

AND WHEREAS the Regional District Board has established and operates the service known as the Alberni Valley Regional Airport as described in Bylaw 791 cited as, "Port Alberni Airport Extended Service Area Establishment Bylaw, 1992";

AND WHEREAS the Regional District Board wishes to amend the establishing bylaw to set a maximum amount that may be requisitioned annually for the service;

AND WHEREAS the Directors of the City of Port Alberni, Electoral Areas "B" (Beaufort), "D" (Sproat Lake), "E" (Beaver Creek), "F" (Cherry Creek) have consented in writing, to the adoption of the Bylaw;

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

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

1. Bylaw cited as, "Port Alberni Airport Extended Service Area Establishment Bylaw No. 791, 1992" is hereby amended by adding Section 6 as follows:
 6. In accordance with the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the service is \$50,000 or \$0.0169 per \$1,000 of taxable value of land and improvements, whichever is greater.
2. This Bylaw may be cited as "**Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014**".

Read a first time this 8th day of October, 2014.

Read a second time this 8th day of October, 2014.

Read a third time this 8th day of October, 2014.

I hereby certify the foregoing is a true and correct copy of the Bylaw cited as "Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014" as read a third time by the Board of the Regional District of Alberni-Clayoquot on the 8th day of **October**, 2014.



Russell Dyson,
Chief Administrative Officer

Consented to on behalf of the electors on the 16th day of October, 2014.

Approved by the Inspector of Municipalities the 27th day of November, 2014.

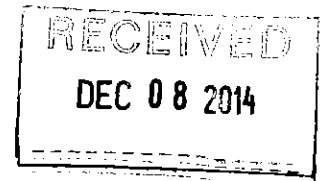
ADOPTED this _____ day of _____ 2014.

Certified true and correct copy of
**"Bylaw 791-1, Port Alberni Airport
Extended Service Area Establishment
Bylaw Amendment, 2014."**

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

Russell Dyson,
Chief Administrative Officer

Josie Osborne,
Chairperson



December 2, 2014

Chief Administrative Officer
Regional District of Alberni-Clayoquot
3008 Fifth Avenue
Port Alberni BC V9Y 2E3

Re: Bylaw 791-1, Port Alberni Airport Extended Service Area Establishment Bylaw Amendment, 2014

Enclosed is one copy of the above bylaw approved under the provisions of section 802 of the *Local Government Act* (Act). The Regional Board may now adopt the bylaw.

Once the bylaw has been adopted by the Board, please forward one certified copy to this office as required under section 802(7) of the Act.

Sincerely,

A handwritten signature in black ink, appearing to be "Dianna Porter".

Dianna Porter
Advisory Officer



Statutory Approval

Under the provisions of section _____ **802** _____

of the _____ ***Local Government Act*** _____

I hereby approve Bylaw No. _____ **791-1** _____

of the _____ ***Regional District of Alberni-Clayoquot*** _____ ,

a copy of which is attached hereto.

Dated this 27th ***day***

of November ***, 2014***

Deputy Inspector of Municipalities



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: January 14, 2015

Subject: Motion to Cancel January 28, 2015 Board of Directors Meeting

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors cancel the regular Board of Directors meeting on Wednesday, January 28, 2015.

Desired Outcome:

To cancel the January 28th regular scheduled Board of Directors meeting.

Background:

The majority of ACRD Board members will be attending the Local Government Leadership Academy Training session on January 28th. As there will not be enough Directors present at the January 28th Board of Directors meeting to make quorum, staff recommend the ACRD Board meeting be cancelled.

As per the ACRD Procedures Bylaw, a resolution of the Board is required to cancel a regularly scheduled Board of Directors meeting.

Time Requirements – Staff & Elected Officials:

n/a

Financial:

n/a

Policy or Legislation:

ACRD Procedures Bylaw A10705 applies.

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

Approved by: [Signature]
 Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Russell Dyson, CAO
CC: Chris Jancowski, Temp. AV Emergency Coordinator
Meeting Date: January 14, 2015
Subject: Alberni Valley Emergency Response

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors support the four recommendations from the CAO's report on the December 9, 2014 storm event including the Chair writing to the province to request improved river monitoring in the Somas River water shed.

Summary:

The Alberni Valley Emergency program monitored the weather event commencing early Tuesday December 9 with focus on localized flooding (Tseshaht Reserve and Ferguson Road in Beaver Creek), potential turbidity within the water systems, potential power outages and traffic rerouting along Highway 4. With the storm impacts developing across geographical areas and multiple agencies responding, an EOC Level 1 was established on the Wednesday December 10. The following activities were conducted by the EOC over 36 hours:

- Contact with field operations within the City, region and Tseshaht Reserve for support and coordination;
- Daily conference calls with EMBC, relevant experts and emergency services personnel across VI;
- Publication of regular news releases;
- Assistance with resources and personnel

A follow up meeting was conducted December 19 including the agencies involved, information was shared and contacts made for future events.

There are a few specific recommendations for the consideration of the Regional Board

Recommendations:

1. During the conference calls with EMBC, it was evident that forecasting of river levels and potential flooding was not as detailed within the Alberni Valley as with other river systems on Vancouver Island – It is recommended the ACRD Board of Directors request the province

improve river monitoring for the purpose of flood forecasting within the Somass River watershed.

2. During the event, some agencies could have used additional capacity and was not aware that additional services or resources could have been secured by the EOC. The ACRD will inform and educate relevant agencies of the function and capacity of an EOC once the Coordinators position filled.
3. The public is depending on Social media for information during an event. The ACRD has no social media presence. Reports on social media from various sources were inaccurate and created confusion. The Board of Directors will be provided with options for the resources to engage in social media for emergency events, during the 2015 budget process.
4. A sandbag plan is to be developed with appropriate storage secured and the availability shared with relevant agencies. Training in filling and disbursement would be helpful. The ACRD and City will secure a larger inventory and will look at options for improved storage and training through the Emergency Coordinator once the position is filled.



Submitted by:

Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Russell Dyson, CAO
Date: November 20, 2014
Subject: Plan for Communal Meeting Place

Recommendation:

That the Board of Directors of the Alberni Clayoquot Regional District approves the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with:

1. All structures to meet BC Building Code
2. "Use at own risk" signage is provided
3. Material and construction costs are not from public funds
4. Future Maintenance and inspection to be performed by ACRD

As outlined in the staff report dated November 20, 2014.

Background:

In the spring of 2013 several owners salvaged a stern from a shipwreck that had washed up at Salmon Beach. They asked the Salmon Beach Manager and some members of the Salmon Beach Committee if it could be relocated to the top of the Salmon Beach boat ramp to create a fish weighing station with a scale, and it was informally agreed upon. It was allowed to be placed in that location and was done so with donated labor and equipment. It was not anticipated that this "fish weighing station" would attract people to congregate at the site; however a concrete pad was poured (only cost to service approx \$650) and log stools were placed in front and behind it and it became a focal point for people to congregate.

ACRD staff were alerted by some concerned owners to the issue and determined that the structure was located on the ACRD License of Occupation 1406360 tenure for the boat ramp area lease. The close proximity of the structure to the boat ramp created a conflict and safety concerns by staff and owners.

It was made clear to the owners through email and at the annual public meetings that the "The ACRD only supports use of this tenure for boat launching and maintenance of the boat launching facilities. Any further use or construction without the Regional District's consent would not be supported."

It was kept temporarily in its current location until a better location could be approved or until the boat ramp widening project is completed. Information was provided that the area was not to be frequented as a social meeting place while the boat ramp is in use.

Summary:

A vote was taken at the 2014 Fall General Meeting – Budget Discussion and Approval by the owners for support to relocate the meeting place. It was proposed that it could be relocated to the ACRD's lot 10 adjacent to the boat ramp (see attached drawing) and build stairs leading down to the beach level where a 2' high and 20' x 20' area deck would be constructed to BC Building Code standards; by volunteers with donated funds. The vote passed with 28 votes for and 21 votes against.

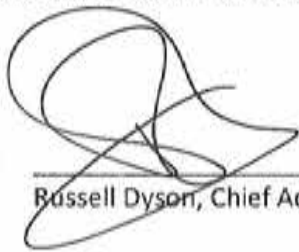
Financial

There are no costs estimated for the service other than inspection and future maintenance.

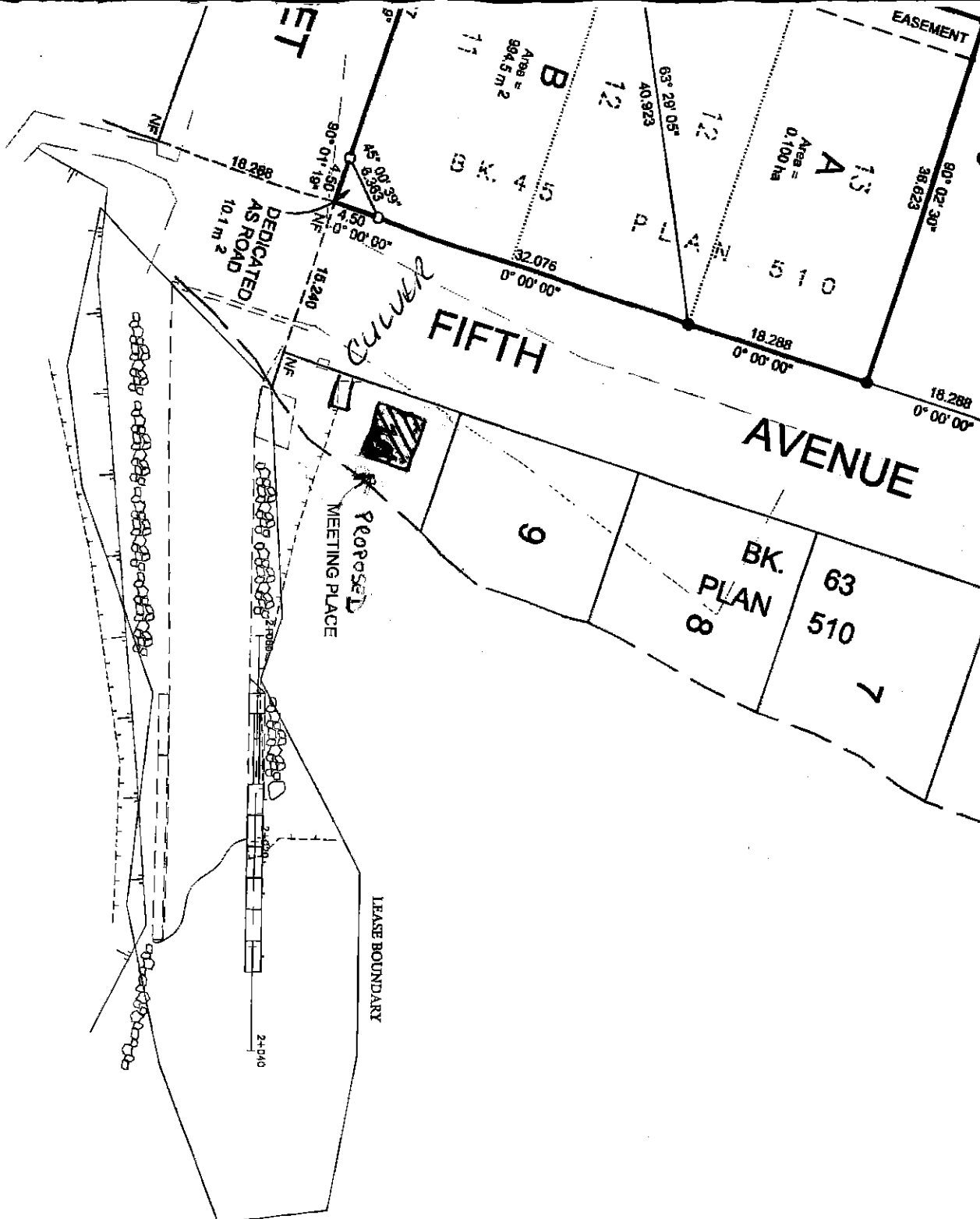
Timeline

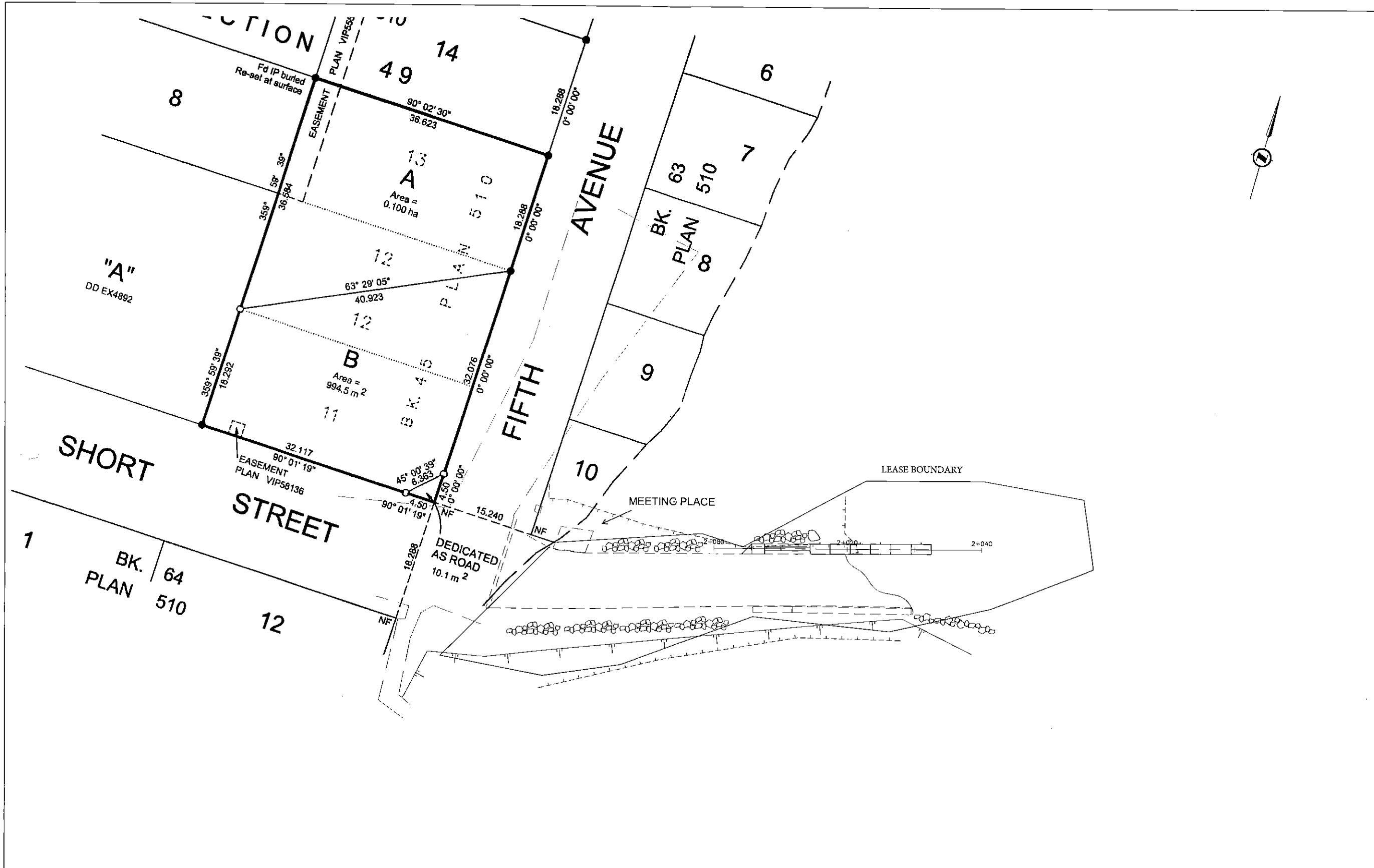
The new deck would be built at the volunteers scheduling likely early in 2015.

Approved by:



Russell Dyson, Chief Administrative Officer





S:\3029 MIDDLEMISS Salmon Beach Boat Ramp\DWG\M3029 04-12-2013.dwg Dec 04, 2013 4:38:44pm

THIS PLAN AND DESIGN ARE, AND AT ALL TIMES REMAIN THE EXCLUSIVE PROPERTY OF MCGILL & ASSOCIATES ENGINEERING LTD. AND CANNOT BE USED OR REPRODUCED WITHOUT WRITTEN CONSENT. THIS PLAN IS PREPARED FOR THE SOLE USE OF OUR CLIENT AND NO REPRESENTATION OF ANY KIND IS MADE TO OTHER PARTIES WITH WHOM MCGILL & ASSOCIATES ENGINEERING LTD. HAS NOT ENTERED INTO A CONTRACT. WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE SHALL BE INFORMED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN ON THE DRAWINGS.

No.	REVISION DESCRIPTION	DATE	BY
B	ISSUED FOR CLIENT REVIEW	12/04/13	ETB
A	ISSUED FOR CLIENT REVIEW	11/26/13	GM

DESIGN	SR
DRAWN:	GM/ETB
CHECKED:	
APPROVED:	
DATE:	NOV 2013
SCALE:	1:500
FIELD BOOK No.:	
DWG File Name:	M3029

McGILL & ASSOCIATES ENGINEERING LTD.
 5130 ARGYLE STREET
 PORT ALBERNI, B.C., V9Y 1V2
 telephone: (250) 724-3400 fax: (250) 724-4400
 email: office@mcgilleng.com

ALBERNI CLAYOQUOT REGIONAL DISTRICT
 SALMON BEACH RECREATIONAL VILLAGE
 EXISTING LOT BOUNDARIES

SHEET No.	02
2 OF 2	REV. B
DRAWING No.	3029-02



REQUEST FOR DECISION

To: Board of Directors
From: Russell Dyson, CAO
CC: Tim Pley, Fire Chief, PAFD
Meeting Date: January 14, 2015
Subject: Franklin River Road Fire Protection

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors enter into an agreement for fire protection services with the City of Port Alberni for the benefit of the Franklin River Road Fire service area, as outlined on the CAO's report.

Desired Outcome:

To adopt a new agreement for service following changes proposed by the City of Port Alberni.

Background:

The Alberni-Clayoquot Regional District (ACRD) established a service and entered into an agreement with the City of Port Alberni to provide for fire protection services for the residents along Franklin River Road, within electoral area F.

The city recently proposed changes to the agreement on account of the availability of apparatus. Changes were also proposed to the cost allocation. At the request of the Area Director, these changes were explained to all property owners and discussed in a public meeting to which they were invited. Those in attendance agreed that it was still worth continuing with the service, and no opposition was received.

Time Requirements – Staff & Elected Officials:

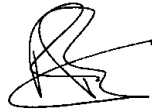
Modest, most staff time already consumed in the consideration of the changes and consultation with property owners.

Financial:

Expenses paid by the service area.

Policy or Legislation:

The regional district board must authorize such agreements by resolution.



Submitted by: _____
Russell Dyson, Chief Administrative Officer

FIRE PROTECTION AGREEMENT

THIS AGREEMENT made as of the 1st day of January, 2015.

BETWEEN:

CITY OF PORT ALBERNI
4850 Argyle Street
Port Alberni, British Columbia, 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

WHEREAS:

- A. The ACRD has requested the City to provide structural fire protection, and medical first responder services to the Franklin River Road Service Area, within the ACRD in accordance with City and ACRD Bylaws;
- B. The City operates a Fire Department and is prepared to offer structural fire protection and medical first responder services, subject to the terms and conditions contained in this Agreement;
- C. The Council of the City has approved this Agreement;
- D. The Board of the ACRD has approved this Agreement

NOW THEREFORE in consideration of the covenants herein contained and for other valuable consideration the receipt and sufficiency of which is hereby acknowledged, the City and the ACRD, do hereby covenant and agree each with the other as follows:

1.0 DEFINITIONS

1.1 For the purposes of this Agreement, the following definitions shall apply:

"Fire Chief" means the person who is the head of the Fire Department of the City or that person's lawfully appointed designate.

"Unit" means any structure meant to be used as a dwelling, for commercial purposes, for public gatherings, or for other uses.

"Residential Development" means residential use of a Dwelling Unit to accommodate the home life of one or more individuals.

"Senior Officer" means the highest-ranking Officer after the Fire Chief, or the most senior firefighter to arrive on the scene.

"Structural Firefighting" means efforts to control and extinguish fires involving or threatening improvements, buildings and/or infrastructure.

"Medical First Responder" means the use of fire department resources to respond to medical emergencies in support of British Columbia Ambulance Service, as set out in agreement between the City and the Emergency Health Services Commission of the Province of British Columbia.

2.0 WATER SUPPLY

2.1 It is acknowledged that Franklin River Road Service Area does not possess a central water system adequate to meet fire protection standards.

The City is in no way obligated to provide firefighting water supply in the Franklin River Road Service Area other than water carried by the City's responding fire engine.

2.2 The City, its elected and appointed officials, officers and employees shall not be responsible for any loss occurring as a result of the inability to fight any fire within Franklin River Road Service Area due to insufficient supply of water or any other reason.

3.0 PERMISSION TO ENTER ON PROPERTIES

3.1 The City's Fire Chief, or other Senior Officer of the City's Fire Department may, at all reasonable times, enter upon private properties within Franklin River Road Service Area for the purposes of (a) inspecting the buildings located upon those properties to determine if there are possible threats to the safety of firefighters who may be called upon to extinguish fires within such buildings, (b) developing operational plans for suppressing fires on those properties and (c) determining what steps property owners and/or the ACRD could take to remove such potential dangers.

3.2 If the Fire Chief or other Senior Officer of the City's Fire Department is denied access to properties as outlined in Section 3.1, the level of fire protection to those properties may be affected. The City, its elected and appointed officials, officers and employees shall not be responsible for any loss occurring as a result of the inability to access properties as outlined in Section 3.1.

3.3 The permission to enter upon properties within Franklin River Road Service Area for the purposes of inspections, performing Unit counts and any other purpose related to the delivery of fire protection services shall, as a result of the execution of this Agreement by the ACRD and the City, be considered to be in writing and shall continue without reservation or restriction during the term of this Agreement and shall be considered as a licence only and not as the granting or the conveyance or conferring on the City of any right, estate or interest in title to any portion of the ACRD and shall terminate upon the termination of this Agreement.

4.0 EXTENT OF SERVICE

4.1 The City agrees to provide structural fire protection and medical first responder services to Franklin River Road Service Area including all development existing within Franklin River Road Service Area as of the date of this Agreement.

4.2 It is a condition of the City's provision of fire protection services under this Agreement that any newly constructed building to be provided with those services shall be constructed in accordance with federal, provincial and local government enactments and codes applicable, to (a) the construction of buildings and structures, (b) the provision of plumbing and water services in those buildings and (c) fire safety, prevention of spread of fire and other firefighting and life safety provisions.

Inspection services will be provided by the ACRD for any "Unit" to the same level as accepted within the City. The City may request the ACRD to provide the City with a copy of the Occupancy Permit or any other relevant information for any building or structure within Franklin River Road Service Area at any time in order to ascertain whether it is safe to enter the building or structure in the event of a fire.

4.3 The ACRD shall, on or before the 30th day of April in each and every year, file with the City a statement setting forth the number of Units and associated assessed values within Franklin River Road Service Area, and such number may be confirmed by the City by way of an independent count. If the ACRD does not report a Unit count, as required under this Agreement, the City's count will be used in that year.

4.4 The City must be notified in advance of construction by the ACRD of any additional Units proposed to be constructed within Franklin River Road Service Area for which the ACRD desires services to be provided under this Agreement and the City must be reimbursed by the ACRD for the additional Units in accordance with Section 7 of this Agreement.

The City must be consulted at the planning stage of any proposed construction (other than single family dwellings), development, zoning change or subdivision of property.

4.5 This Agreement shall not be interpreted to create any greater standard of care or liability on the part of the City in respect of the supply of fire services within Franklin River Road Service Area than that which applies to the supply of such services to inhabitants of the City. Nothing in this Agreement shall require the City to provide a fire service under this Agreement higher than the level of fire service provided to inhabitants of the City.

4.6 The parties to this Agreement acknowledge that the greater distance between Franklin River Road Service Area and the City's Fire Hall will result in longer response times for fire and medical first responder responses to Franklin River Road Service Area than for buildings within the City. Accordingly, a reduced level of service in respect of response time will be provided to the Franklin River Road Service Area, despite anything contained in Section 4.2 and other sections of this Agreement.

The parties to the Agreement further acknowledge that the absence of a firefighting water supply will result in a reduced level of service in the Franklin River Road Service Area.

- 4.7 Despite Section 5.4 of this Agreement, the City cannot ensure the same level of service to Franklin River Road Service Area unless the ACRD enacts and enforces standards for open air burning and land clearing similar to those enacted by the City for its own inhabitants.

5.0 NATURE OF SERVICE

- 5.1 The City shall provide the firefighting service on a twenty-four hour on call basis from a fire hall located within the City boundaries, utilizing the manpower and equipment available from such fire hall, at the time of notification of a fire.
- 5.2 Any firefighting services provided under this Agreement shall be under the exclusive control of the senior fire personnel of the City present at such fire, and no member of the ACRD shall interfere with the conduct of the firefighting but shall assist if requested to do so by the City's senior officer at the scene of a fire in the Franklin River Road Service Area.
- 5.3 The City may, at the discretion of the Fire Chief or Senior Officer, dispatch fire department apparatus different from that dispatched to fire emergencies in the City if, in the opinion of the Fire Chief or Senior Officer, such apparatus is better suited to the incident in the Franklin River Road Service Area.
- 5.4 Firefighting services provided under this agreement include Structural Firefighting only. The City will not respond to uncontrolled fires involving brush, grass, forests, vehicles, farm or other equipment unless in the opinion of the Fire Department Officer in Charge, those fires pose a threat to structures within the Franklin River Road Service Area or the City of Port Alberni.
- 5.5 Resource allocation for Medical First Responder Service in the Franklin River Road Service Area will be similar to that provided within the City. The City may, at the discretion of the Fire Chief or Senior Officer, dispatch fire department apparatus different from that dispatched to medical emergencies in the City if, in the opinion of the Fire Chief or Senior Officer, such apparatus will provide for equal or better service for Franklin River Road Service Area.

6.0 INDEMNITY

- 6.1 The ACRD shall indemnify and save harmless the City, its elected and appointed officials, officers, and employees from any and all actions, causes of action, suits or other liability whatsoever which may arise as a consequence of the City entering into or carrying out the provisions of this Agreement.

7.0 FEES

- 7.1 The annual fee for structural fire protection services provided by the City to the ACRD under this Agreement shall be calculated in accordance with Schedule "A" of this Agreement.
- 7.2 The ACRD covenants and agrees with the City that the annual amounts payable by the said ACRD hereunder shall be paid to the City within 30 days of the date of billing.

7.3 A 10% penalty shall be added to all amounts remaining unpaid on July 31st and a further 10% to the unpaid balance on October 1st. Amounts remaining unpaid on March 1st of the following year shall be subject to interest at the rate of prime plus one percent as set by the City's bankers until the balance is paid in full.

7.5 If the ACRD fails to make a payment required under this Agreement to the City on the date that the same is due, the City may, at its option, and upon two months' written notice, discontinue the services provided under this Agreement until payment has been made in full, together with interest on the balance owing at the rate of prime plus one percent per annum as set by the City's bankers.

8.0 COST OF ADDITIONAL AID

8.1 The ACRD agrees to assume the full cost of any additional firefighting manpower or equipment that may be required to be called in from another jurisdiction outside the City to assist with the suppression of a fire within Franklin River Road Service Area.

9.0 RIGHTS RESERVED

9.1 Nothing contained or implied herein shall prejudice or affect the rights and powers of the City in the exercise of its functions under any public or private statutes, bylaws, orders or regulations, all of which may be fully and effectively exercised in relation to the Fire Department of the City and any other function of the City as if this Agreement had not been executed and delivered by the ACRD.

10.0 TERM OF AGREEMENT

10.1 This Agreement shall be in effect from January 1, 2015 for a five year term ending December 31, 2019 or until earlier terminated as provided for in this Agreement.

11.0 ASSIGNMENT

11.1 This Agreement shall not be assigned by any of the parties hereto except with the prior written consent of the others, which consent shall not be unreasonably withheld.

12.0 TIME

12.1 Time shall be of the essence of this Agreement.

13.0 INTERPRETATION

13.1 No provision of this Agreement shall be construed to create a partnership or joint venture relationship, an employer-employee relationship a landlord-tenant, or a principal-agent relationship.

14.0 HEADINGS

14.1 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

15.0 WAIVER

15.1 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

16.0 LANGUAGE

16.1 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

17.0 BINDING EFFECT

17.1 This Agreement will ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assignees.

18.0 TERMINATION BY THE CITY

18.1 The City may terminate this Agreement at any time upon giving ninety (90) days' notice in writing to the ACRD.

19.0 TERMINATION BY THE ACRD

19.1 The ACRD may terminate this Agreement at any time upon giving ninety (90) days' notice in writing to the City but the City shall not be required to refund any prepaid money paid to the City under this Agreement.

20.0 NOTICE

20.1 It is hereby mutually agreed that:

any notice required to be given under this Agreement will be deemed to be sufficiently given:

- (i) if delivered, at the time of delivery; and
- (ii) if mailed from any government post office in the Province of British Columbia by prepaid registered mail addressed as follows:

if to the City:

4850 Argyle Street
Port Alberni BC V9Y 1V8

if to the ACRD:

3008 Fifth Avenue
Port Alberni, British Columbia, V9Y 2E3

Unless otherwise specified herein, any notice required to be given under this Agreement by any party will be deemed to have been given if mailed by prepaid registered mail, or sent by facsimile transmission, or delivered to the address of the other party set forth on the first page of this Agreement or at such other address as the other party may from time to time direct in writing, and any such notice will be deemed to have been received if mailed or faxed, 72 hours after the time of mailing or faxing and, if delivered, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, slow down, force majeure or other cause, then a notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the notice must utilize any other such services which have not been so interrupted or must deliver such notice in order to ensure prompt receipt thereof.

21.0 DISPUTE RESOLUTION

- 21.1 If a dispute relating to this Agreement should arise, and the Parties cannot settle the dispute through negotiation, then the Parties must attempt in good faith to resolve the dispute through mediation. If mediation is unsuccessful, the parties may submit the dispute to binding arbitration pursuant to the *Commercial Arbitration Act* (British Columbia).
- 21.2 If any dispute is referred to mediation or to an arbitrator appointed under the *Commercial Arbitration Act*, the costs of the mediation or arbitration shall be borne equally by the parties involved in the dispute. The parties agree that in the event of arbitration, a single arbitrator shall be appointed in lieu of a panel.

22.0 ENTIRE AGREEMENT

- 22.1 The whole agreement between the parties is set forth in this document and no representations, warranties or conditions, express or implied, have been made other than those expressed.
- 22.2 This Agreement may be amended from time to time upon terms and conditions mutually acceptable to the ACRD and the City only if the amendments are in writing and executed by the parties hereto.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as follows:

CITY OF PORT ALBERNI by its authorized)
signatories)
)

_____)
Davina Hartwell, City Clerk)

_____)
Mike Ruttan, Mayor)

REGIONAL DISTRICT OF ALBERNI)
CLAYOQUOT by its authorized signatories)

_____)
Russell Dyson, Chief Administrative Officer)

_____)
Josie Osborne, Board Chair)

**SCHEDULE "A" TO AGREEMENT BETWEEN CITY OF PORT ALBERNI AND ALBERNI
CLAYOQUOT REGIONAL DISTRICT**

FEES

**Fire Protection Service Cost Formula
Franklin River Road Fire Protection Service Area**

Fees charged by the City of Port Alberni via the ACRD for structural fire protection and medical first responder services in the Franklin River Road Service Area will be set by determining the cost of fire protection service (per \$1,000 assessed value) in the City, adding an 11% administration fee, and assigning the resultant costs to property owners in the Service Area based on assessed values and property classifications of structures.

The ACRD may assign an administration fee to property owners in the Service Area.

The calculation of charges is set out below:

(a) Calculation of Total Annual Estimated Fire Protection Costs (City)

- (1) Operational Budget of City of Port Alberni Fire Department
plus (+)
 - (2) Depreciation of Fire Department Fixed Assets
plus (+)

 - (4) 11 % Administration Overhead
equals (=)
- Total Estimated Annual Fire Protection Costs

(b) Calculation of Rate per \$1,000 of Net Actual Value of Improvements Applied to Each Property Class (City)

- (1) Total Estimated Annual Fire Protection Costs calculated from (a) above
divided by (+)
 - (2) Total of Net Actual Values for General Purposes for each Property Class in the City, which is arrived at by multiplying each said value by the applicable Property Class multiple as established for General Purposes of the City.
equals (=)
 - (3) Base Rate per \$1,000 of Net Actual Value
multiplied by (x)
 - (4) The Applicable Property Class Multiple (for applicable Residential; Business and Other; Industrial, etc. Property classes) as established for General Purposes of the City.
equals (=)
- Rate per \$1,000 of Net Actual Value for Each Property Class.

(c) Annual Charge for Residences in Service Area

- (1) Assessed Value of Residential Improvements (as determined by BC Assessment Authority)
multiplied by (x)
 - (2) Rate per \$1,000 of Net Actual Value for Residential Property Class (as calculated in (b) above)
equals (=)
- Annual Charge for Each Residence in Service Area

(d) Annual Charge for Other Buildings in Service Area

- (1) Assessed Value of "Other Buildings" Improvements (as determined by BC Assessment Authority)
multiplied by (x)
 - (2) Rate per \$1,000 of Net Actual Value for Applicable Property Class (as calculated in (b) above)
equals (=)
- Annual Charge for Other Buildings in Service Area

As Per ACRD Bylaw No. E1053 – Franklin River Road Fire Protection Service Area Establishment:

The maximum annual amount that may be requisitioned for the cost of the service is the greater of:

- a. \$3,000.00; or
- b. \$2.22 per \$1,000.00 applied to the net taxable value of improvements in the participating area.



REQUEST FOR DECISION

To: Board of Directors

From: Bruce Forsyth, Maintenance Technician Leadhand

CC: JOHSC
Charlie Starratt, Fire Chief BCVFD
Tim Pley, Fire Chief, PAFD

Meeting Date: January 14, 2015

Subject: **ACRD Confined Space Policy**

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors adopt the Alberni-Clayoquot Regional District Confined Space Entry Program and Procedures Policy as presented.

Desired Outcome:

To adopt a Confined Space Entry Program in order to meet WorkSafe BC regulations.

Background:

The Alberni-Clayoquot Regional District (ACRD) is responsible for several water treatment and distribution systems within its jurisdiction. Some are operated by ACRD employees while others are operated by contract employees. These systems include confined spaces (approximately 44) that routinely require entry by ACRD employees and contract workers for both planned and unplanned maintenance tasks.

Before a worker enters a confined space, WorkSafeBC requires that the employer must prepare and implement a written **confined space entry program**. WorkSafeBC further requires that a **hazard assessment** must be conducted for each confined space that requires worker entry. This hazard assessment must consider the conditions that may exist prior to entry due to the design, location or use of the confined space, as well as conditions that may develop during work activities inside the confined space. Based on the hazard assessment, **written work procedures** must be developed that specify the means to eliminate or minimize all hazards likely to prevail.

The Regional District retained the services of Peter Gilmour, Advanced OHS Solutions assist in developing the attached Confined Space Entry Program and Procedures which meets WorkSafe BC requirements. Regional District staff has conducted a thorough review of the Confined Space Entry

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?if?atḥ 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)

Program and Procedures Policy and recommend the ACRD Board of Directors adopt the policy as presented.

It is proposed that the regional district utilize qualified contractors for the maintenance of higher risk confined spaces (i.e. reservoir cleaning) and keep employee access limited to the lower risk facilities. Qualified contractors will provide the benefit of experience, the required equipment and procedures. The regional district through this policy will be responsible for ensuring that the program requirements are met.

Once the Total confine spaces program has been adopted by the Regional Board the following steps will need to be put into place.

1. Enter into an agreement for Confined Spaces Rescue from one of the local emergency providers. The Beaver Creek Volunteer Fire department are able to provide this service with the support of the Port Alberni Fire department through mutual aid.
2. Ensure that all known confined spaces are marked to identify them as a Confined Space (signage is being installed).
3. Purchase and maintain required equipment (blower to be secured within budget)
4. Provide training for Confined Space program to all Managers and Safety Committee along with certification for the Staff that will be entering Confined Spaces. To be conducted within the next two months.
5. Implement procedures for contractors undertaking confined space work on behalf of the ACRD to meet their obligations.
6. The Water Leadhand will be designated the position of Confined Spaces Program Administration. This person will have overall responsibility for administration of the confined spaces program. This person is authorized to act as required to ensure that the program is implemented legally and effectively.
7. A confined rescue action plan will be developed by the BCVFD for the facilities within the Beaver Creek Water System. Similar plans will need to be developed for our other facilities.

Time Requirements – Staff & Elected Officials:

- Staff and contractors time to complete and remove any known possible hazard that maybe associated with the confined space and document it.
- Staff time to administer the confined spaces program and the required documentation.
- Staff time for training for certification in confined spaces (2 days for 2 employees)
- Staff time and rescue personal time in annual confined space training

Financial:

The expense for the confined space program implementation is to be allocated to the water systems, based on the time and resources required of each system. Most spaces are within the Beaver Creek water system, given its size and complexity.

Policy or Legislation:

The regional district must comply with WorkSafe BC Legislation and the ACRD OHSC Policy is meant to meet these obligations. This policy and the applicable procedures are required. Proper maintenance and water quality within the water systems depends upon confined space entry.



Submitted by: _____
Bruce Forsyth, Maintenance Technician Leadhand



Approved by: _____
Russell Dyson, Chief Administrative Officer



Request for Decision

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: January 14, 2015

Subject: **2015 Committee Appointments**

Recommendation:

That the Board of Directors approves the 2015 Alberni-Clayoquot Regional District Committee Appointments and Appointments to Outside Boards, Agencies, Commissions as presented.

Desired Outcome

To make appointments to Regional District Committees, Outside Boards, Agencies and Commissions for 2015.

Background

In January of each year the Board of Directors make appointments to its' Committees and Outside Boards, Agencies and Commissions. The 2015 appointments have been reviewed by the Chairperson, with input from Directors and is attached for consideration by the ACRD Board of Directors.

Regional District staff will develop updated Terms of Reference for all ACRD Committees over the next couple of months. These will be presented for approval by the ACRD Board. Staff will also provide copies of Terms of Reference for outside organizations.

Policy/Legislation

ACRD Policy

Financial

Directors are paid remuneration for Committee meetings which they have been appointed to by the ACRD Board as per Bylaw No. A1078, Board Remuneration & Expenses Bylaw.

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

Approved by: R
Russell Dyson, Chief Administrative Officer



Alberni-Clayoquot Regional District 2015 Committee Appointments

Alberni Valley Committee

- Lucas Banton
- Jack McLeman
- Mike Ruttan
- John Jack
- John McNabb
- Mike Kokura
- Penny Cote
- Wilfred Cootes
- Keith Wyton

Electoral Area Directors Committee

- Penny Cote
- John McNabb
- Mike Kokura,
- Lucas Banton
- Tony Bennett
- Keith Wyton

Personnel Committee

- Josie Osborne
- Mike Kokura
- John McNabb
- Mike Ruttan

West Coast Committee

- Josie Osborne
- Dianne St. Jacques
- Tony Bennett
- Alan McCarthy

Agricultural Advisory Committee

- Mike Kokura
- Ann Collins
- Lisa Aylard
- Robert Haynes
- Vicki Lee
- John Oostrom
- Ron Emblem
- Wayne Smith

Reconciliation Committee

- Tony Bennett
- Penny Cote
- Vacant

Beaver Creek Water Advisory Committee

- John McNabb, Chair
- Harold Carlson
- Gord Blakey
- Wayne Hasler
- Kelly Schutte
- Ginny Stephens
- Pam Craig

A-C Transportation Committee

- Jack McLeman, Co-Chair
- Darren De Luca, Co-Chair
- Lucas Banton
- Chris Alemany, CPA
- Gillian Trumper, PAPA
- Dianne St. Jacques
- Neil Malbon, AV COC
- Bob Cole, AV COC
- Pat Deakin, City of PA
- Warren Lauder, HFN.
- Tseshaht FN Rep.
- Mike Lang, PA Labour Council
- Scott Fraser, MLA
- Dr. James Lunney, MP
- Harold Frechette, Western Forest Products
- Justin Kumagai, Western Forest Products
- Brian Chipman, Catalyst Paper
- Randy Orr, Island Timberlands

Long Beach Airport Advisory Committee

- Dianne St. Jacques, Chair
- Alan McCarthy
- Tony Bennett
- Josie Osborne, Dist. Tofino
- Jackie Godfrey, PRNP
- Darlene Rouleau, Ucluelet Chamber
- Jennifer Steven, Tofino/Long Beach Chamber
- Tla-o-qui-aht First Nation (2)
- Charles McDiarmid, Member at Large

Salmon Beach Committee

- Tony Bennett
- Len Jerritt
- Kel Roberts
- Ken Lunde
- Jill Maibach
- Terry Graff

Solid Waste Plan Monitoring Advisory Committee – Alberni Valley

- John McNabb, Chair
- Gary Swann, Member at Large
- Guy Cicon, CPA
- Hugh Braker, Tseshaht FN
- Jack McLeman
- Al McGill/Brad West, Engineers
- Keith Wyton
- Mike Kokura
- Ken Watson, CPA
- Kris Patterson, Chamber
- Lucas Banton
- Moe Vale, AV Landfill Operator
- Nicklin Waste Disposal
- Penny Cote
- John Jack
- Steve Tatoosh, Hupacasath FN
- Terry Edgar, Ditidaht FN
- Wilfred Cootes
- Jerry Kupiak, Suncoast Waste

Solid Waste Plan Monitoring Advisory Committee – West Coast

- Josie Osborne, Chair
- Alan McCarthy
- Al McGill/Brad West, Engineers
- Andrew Yeates, Dis. Ucluelet
- Arlene Armstrong, PRNP
- Bob Macpherson, Dist. Tofino
- Chris Bird, Sonbird
- Dianne St. Jacques
- Gerry Schreiber, Member at Large
- Moe Vale, WC Landfill Operator
- Noah Plonka, Toquaht FN
- Sally Mole, Ucluelet Chamber
- Tla-o-qui-aht FN Rep.
- Ahousaht FN Rep.
- Tony Bennett
- Warren Rudd, Tofino Chamber

Sproat Lake Parks Commission

- Joe Lamoreaux, Chair
- Chris Law
- Kim Regimbal
- Ursula Henning
- Paul Andrew
- Kathy Burkowsky
- Gail Horvath
- Sabrina Zimmerman
- Brian Calendar
- Jackie Chambers
- Bob Aston
- Jo Priestland
- Terry Ketler
- Penny Cote

Bamfield Water Committee

- Keith Wyton, Chair
- Max Salamon
- Linda Myres
- Mark Kelly
- Brad Anholt

Agricultural Development Committee

- Ann Siddall
- Bob Collins
- Charles Thomas
- Janis Nairne
- Lisa Aylard
- Pat Deakin
- Robert Haynes
- Rosemarie Buchanan

Bamfield Parks Commission

- Eileen Scott, Chair
- Andrea Butler
- Roger Demontigny
- Heather Cooper
- Keith Wyton

Fisheries Resource Committee

- Dianne St. Jacques, Chair
- Vacant
- Tony Bennett
- Penny Cote
- Jack McLeman
- Josie Osborne
- John Jack
- Dennis Chalmers, Province
- Don Hall, NTC
- Bill Shaw, Fisheries & Oceans Canada
- Andrew Day, WC Aquatic



**Alberni-Clayoquot Regional District
2015 Appointments to Outside Board, Agencies, Commissions**

REQUIRED

Municipal Finance Authority

- Mike Kokura
- Lucas Banton, Alternate

E911 Corporation

- John McNabb
- Penny Cote, Alternate

Island Coastal Economic Trust

- Josie Osborne

Vancouver Island Regional Library Board

- Penny Cote
- John Jack, Alternate

Municipal Insurance Association of BC

- Mike Kokura
- Lucas Banton, Alternate

Island Corridor Foundation

- Ken McRae

ELECTIVE

Barkley Salmon Working Group

- Penny Cote

Air Quality Council

- John McNabb

West Island Woodlands Advisory Group

- Lucas Banton
- John Jack, Alternate

Vancouver Island Film Commission

- Cindy Solda
- John Jack, Alternate

AV Museum & Heritage Board

- Penny Cote
- Jack McLeman, Alternate

Coastal Communities Network

- Tony Bennett
- Vacant
- Vacant

Central West Coast Forest Society

- Tony Bennett

Clayoquot Biosphere Trust

- Gary Johnsen

Bamfield Harbour Authority

- Keith Wyton

AV Chamber of Commerce

- Vacant
- John McNabb, Alternate

West Coast Aquatic Board

- Tony Bennett
- Josie Osborne, Alternate



MEMORANDUM

TO: Board of Directors
FROM: Andrew McGifford, Accountant
DATE: January 9, 2015
RE: Finance Warrant No.548

Recommendation:

That the Board of Directors approves Finance Warrant Number 548 in the amount of \$976,941.94, plus property owner's reimbursement of overpaid recycling accounts in the amount of \$26,712.34 (not included due to size) totaling 1,003,654.28 dated December 31, 2014.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

That the Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

Finance reviewed and reimbursed all owners who had credit balances within their recycling accounts as of December 2014. Owners had made these payments to the regional district for various reasons throughout 2013 and 2014. We have issued 235 cheques totaling \$26,712.34 and the finance warrant would be 45 pages larger with these transactions included.

2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none

3. FINANCIAL – none

4. POLICY OR LEGISLATIVE – none

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Improve financial controls by increasing the transparency of the Regional District's financial affairs.

6. COMMUNICATION ISSUES – none

Submitted by: Andrew McGifford, Accountant



Cheque Register - Detail - Supp.



Supplier : 0003 To 9999
 Trans. Date : 01-Dec-2014 To 31-Dec-2014
 Cheque Date : 01-Dec-2014 To 31-Dec-2014
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0016	ACE COURIER SERVICES					
36960	15-Dec-2014	Issued	253	C		16.14
14132133	01-4-2500-000	PAYABLES - TRADE		16.14		
Invoice Description -->		SLVFD - FREIGHT FOR INSURANCE APPRAISALS				
Total :				16.14	0.00	16.14
Supplier Total :				16.14	0.00	16.14
0021	ALBERNI DISTRICT CO-OP ASSOCIATION					
36994	18-Dec-2014	Issued	262	C		2163.89
BCVFD - NOV/14	01-4-2500-000	PAYABLES - TRADE		325.69		
Invoice Description -->		BCVFD - OCTOBER 2014 FUEL COSTS				
BCWS - NOV/14	01-4-2500-000	PAYABLES - TRADE		620.77		
Invoice Description -->		BCWS - NOVEMBER 2014 FUEL COSTS				
ACRD - NOV/14	01-4-2500-000	PAYABLES - TRADE		1217.43		
Invoice Description -->		ACRD - NOVEMBER 2014 FUEL COSTS				
Total :				2163.89	0.00	2163.89
Supplier Total :				2163.89	0.00	2163.89
0030	ACKLANDS-GRAINGER INC.					
36961	15-Dec-2014	Issued	253	C		867.61
4354 0527168	01-4-2500-000	PAYABLES - TRADE		14.25		
Invoice Description -->		SLVFD - SUPPLIES - BAGS				
4354 0528183	01-4-2500-000	PAYABLES - TRADE		36.71		
Invoice Description -->		BCWS - WATER QUALITY SUPPLIES				
4354 0528292	01-4-2500-000	PAYABLES - TRADE		69.27		
Invoice Description -->		BCWS - STRICT RD PUMPHOUSE SUPPLIES				
4354 0525644	01-4-2500-000	PAYABLES - TRADE		104.98		
Invoice Description -->		LBA - BATTERIES				
4354 0527369	01-4-2500-000	PAYABLES - TRADE		130.54		
Invoice Description -->		SLVFD - IRRITANT SMOKE TUBES				
4354 0527737	01-4-2500-000	PAYABLES - TRADE		134.08		
Invoice Description -->		SLVFD - STAMP SET				
4354 0527835	01-4-2500-000	PAYABLES - TRADE		377.78		
Invoice Description -->		BCVFD - EQUIPMENT				
Total :				867.61	0.00	867.61
36995	18-Dec-2014	Issued	262	C		356.19
4354 0528381	01-4-2500-000	PAYABLES - TRADE		18.29		
Invoice Description -->		BCWS - STRICT RD PUMPHOUSE SUPPLIES				
4354 0528230	01-4-2500-000	PAYABLES - TRADE		337.90		
Invoice Description -->		BCVFD - EQUIPMENT - 5 IN 1 REVERSIBLE JACKET & HAT				
Total :				356.19	0.00	356.19
Supplier Total :				1223.80	0.00	1223.80

Cheque Register - Detail - Supp.



AP5100

Date : Jan 09, 2015

Page : 2

Time : 7:43 am

Supplier : 0003 To 9999
 Trans. Date : 01-Dec-2014 To 31-Dec-2014
 Cheque Date : 01-Dec-2014 To 31-Dec-2014
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0043	ADSS PROM 2015					
36926	01-Dec-2014	Issued	243	C	250.00	
2014DRIVERS	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> ACRD - DRIVERS FOR 2014 XMAS PARTY						
Total :				250.00	0.00	250.00
Supplier Total :				250.00	0.00	250.00
0056	AIRGAS CANADA INC.					
37044	24-Dec-2014	Issued	268	C	24.86	
212771	01-4-2500-000	PAYABLES - TRADE		24.86		
Invoice Description --> SLVFD - MEDICAL GAS SUPPLIES						
Total :				24.86	0.00	24.86
Supplier Total :				24.86	0.00	24.86
0060	ALBERNI COMMUNICATIONS & ELECTRONICS					
36962	15-Dec-2014	Issued	253	C	22.35	
18402	01-4-2500-000	PAYABLES - TRADE		22.35		
Invoice Description --> SLVFD - MINITOR BATTERY						
Total :				22.35	0.00	22.35
Supplier Total :				22.35	0.00	22.35
0213	ALBERNI TOWING					
36963	15-Dec-2014	Issued	253	C	122.85	
22269	01-4-2500-000	PAYABLES - TRADE		122.85		
Invoice Description --> BCVFD - TRAINING - TOW VEHICLES USED FOR PRACTICE						
Total :				122.85	0.00	122.85
Supplier Total :				122.85	0.00	122.85
0270	ANDREW SHERET LTD.					
00074-0001	17-Dec-2014	Issued	252	T	13460.12	
03-083354	01-4-2500-000	PAYABLES - TRADE		56.38		
Invoice Description --> LBA - WATER SYSTEM REPAIRS						
03-083980	01-4-2500-000	PAYABLES - TRADE		685.06		
Invoice Description --> BWS - WATER SYSTEM REPAIRS						
03-084871	01-4-2500-000	PAYABLES - TRADE		872.57		
Invoice Description --> BCWS - HILLS RD REPAIR						
03-084405	01-4-2500-000	PAYABLES - TRADE		947.79		
Invoice Description --> BCWS - SUPPLIES						
03-083349	01-4-2500-000	PAYABLES - TRADE		1182.49		
Invoice Description --> BWS - WATER TREATMENT PILOT - CAPITAL						
03-083445	01-4-2500-000	PAYABLES - TRADE		1642.96		
Invoice Description --> BCWS - HILLS RD REPAIR						

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 Medium :
 M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
03-084989	01-4-2500-000	PAYABLES - TRADE			3359.86		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM							
03-085414	01-4-2500-000	PAYABLES - TRADE			4713.01		
Invoice Description --> BCWS - HILLS RD WATER MAIN REPAIR							
Total :					13460.12	0.00	13460.12
Supplier Total :					13460.12	0.00	13460.12
0372	MARSHALL, LAYNE						
36964	15-Dec-2014	Issued	253	C			3293.82
108	01-4-2500-000	PAYABLES - TRADE			3293.82		
Invoice Description --> GEN GOV CONSULTING FEES							
Total :					3293.82	0.00	3293.82
Supplier Total :					3293.82	0.00	3293.82
0508	BAMFIELD BUILDERS SUPPLY						
36965	15-Dec-2014	Issued	253	C			80.59
171529	01-4-2500-000	PAYABLES - TRADE			8.47		
Invoice Description --> BWS - SUPPLIES - CABLE TIES							
171608	01-4-2500-000	PAYABLES - TRADE			11.81		
Invoice Description --> BWS - SUPPLIES - TARP							
171610	01-4-2500-000	PAYABLES - TRADE			60.31		
Invoice Description --> BWS - SUPPLIES - POWER PROTECTOR							
Total :					80.59	0.00	80.59
Supplier Total :					80.59	0.00	80.59
0530	BEST WESTERN BARCLAY HOTEL						
36966	15-Dec-2014	Issued	253	C			100.05
2014010583	01-4-2500-000	PAYABLES - TRADE			100.05		
Invoice Description --> COMMITTEE MTG FOOD - FIREFIGHTERS - NOV 20/14							
Total :					100.05	0.00	100.05
Supplier Total :					100.05	0.00	100.05
0660	BC HYDRO						
36967	15-Dec-2014	Issued	253	C			5592.35
400002387992	01-4-2500-000	PAYABLES - TRADE			519.03		
Invoice Description --> SLVFD - LAKESHORE RD FIRE HALL HYDRO							
100007907062	01-4-2500-000	PAYABLES - TRADE			1141.26		
Invoice Description --> BCWS - STRICT RD PUMP STATION HYDRO							
400002387843	01-4-2500-000	PAYABLES - TRADE			3932.06		
Invoice Description --> HYDRO - ACRD CONSOLIDATED							
Total :					5592.35	0.00	5592.35



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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Supplier Total :					5592.35	0.00	5592.35
<hr/>							
0700	BC TRANSIT						
36968	15-Dec-2014	Issued	253	C			12555.00
1014602	01-4-2500-000	PAYABLES - TRADE			12555.00		
Invoice Description --> OCTOBER 2014 CUSTOM TRANSIT							
Total :					12555.00	0.00	12555.00
<hr/>							
36996	18-Dec-2014	Issued	262	C			16240.00
1114602	01-4-2500-000	PAYABLES - TRADE			16240.00		
Invoice Description --> NOVEMBER 2014 CUSTOM TRANSIT							
Total :					16240.00	0.00	16240.00
Supplier Total :					28795.00	0.00	28795.00
<hr/>							
0715	BC TRANSPORTATION FINANCING AUTHORITY						
36969	15-Dec-2014	Issued	253	C			630.00
24279 - 2014	01-4-2500-000	PAYABLES - TRADE			630.00		
Invoice Description --> SLVFD - LICENSE OF OCCUPATION FABER RD FIRE HALL ANNUAL FEE							
Total :					630.00	0.00	630.00
Supplier Total :					630.00	0.00	630.00
<hr/>							
0740	BEAVER CREEK HOME CENTER						
36970	15-Dec-2014	Issued	253	C			148.44
678722	01-4-2500-000	PAYABLES - TRADE			19.74		
Invoice Description --> SLVFD - SUPPLIES							
678061	01-4-2500-000	PAYABLES - TRADE			32.92		
Invoice Description --> BCWS - SHOP SUPPLIES							
680433	01-4-2500-000	PAYABLES - TRADE			39.93		
Invoice Description --> SLVFD - HALL REPAIRS							
680758	01-4-2500-000	PAYABLES - TRADE			55.85		
Invoice Description --> SLVFD - BATTERY SUPPLIES							
Total :					148.44	0.00	148.44
Supplier Total :					148.44	0.00	148.44
<hr/>							
0785	BERKS INTERTRUCK LTD.						
36971	15-Dec-2014	Issued	253	C			473.09
140999	01-4-2500-000	PAYABLES - TRADE			130.65		
Invoice Description --> SLVFD - HEATER CORD SET							
26540	01-4-2500-000	PAYABLES - TRADE			342.44		
Invoice Description --> SLVFD - TRUCK #43 HEATING REPAIRS							
Total :					473.09	0.00	473.09



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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				473.09	0.00	473.09

0791 BERRY & VALE CONTRACTING LTD

00073-0001	02-Dec-2014		Issued	239	T	4560.29
1482	01-4-2500-000	PAYABLES - TRADE				4560.29
Invoice Description --> ALVF - LIFTING POLES						
Total :						4560.29
						0.00
						4560.29

00074-0002 17-Dec-2014 Issued 252 T 102093.10

1487	01-4-2500-000	PAYABLES - TRADE				43078.42
Invoice Description --> WCLF NOVEMBER CONTRACTOR, FREON REMOVAL \$48, PUMP REPLACEMENT 7,805.82						
1488	01-4-2500-000	PAYABLES - TRADE				59014.68
Invoice Description --> AVLF NOVEMBER CONTRACTOR, FREON REMOVAL \$240						
Total :						102093.10
						0.00
						102093.10
Supplier Total :						106653.39
						0.00
						106653.39

0801 CORIX WATER PRODUCTS LTD.

00075-0003	19-Dec-2014		Issued	259	T	1509.95
1041508746	01-4-2500-000	PAYABLES - TRADE				-236.67
Invoice Description --> BWS - CREDIT WATER SYSTEM SUPPLIES						
1041434919	01-4-2500-000	PAYABLES - TRADE				438.68
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
1041434921	01-4-2500-000	PAYABLES - TRADE				1307.94
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
Total :						1509.95
						0.00
						1509.95
Supplier Total :						1509.95
						0.00
						1509.95

0825 BLACK PRESS GROUP LTD.

36972	15-Dec-2014		Issued	253	C	844.72
332426040	01-4-2500-000	PAYABLES - TRADE				844.72
Invoice Description --> EA ADMIN - ELECTION ADVERTISING						
Total :						844.72
						0.00
						844.72
Supplier Total :						844.72
						0.00
						844.72

0827 BLAKEY ELECTRIC

36973	15-Dec-2014		Issued	253	C	2516.37
91484	01-4-2500-000	PAYABLES - TRADE				144.38
Invoice Description --> BCWS - STRICK RD PUMP HOUSE MAINTENANCE						
91481	01-4-2500-000	PAYABLES - TRADE				294.00
Invoice Description --> BWS - ELECTRICIAN PILOT TREATMENT PLANT						
91482	01-4-2500-000	PAYABLES - TRADE				335.25
Invoice Description --> BWS - ELECTRICIAN SERVICES FOR PILOT TREATMENT PLANT						
91483	01-4-2500-000	PAYABLES - TRADE				1742.74
Invoice Description --> BCWS - DARNLEY RD PUMPSTATION MAINTENANCE						

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				2516.37	0.00	2516.37
Supplier Total :				2516.37	0.00	2516.37

0836 BOSTON PIZZA

36974	15-Dec-2014		Issued	253	C	270.96	
ELE4	01-4-2500-000	PAYABLES - TRADE			35.15		
Invoice Description --> EA ADMIN - ELECTION DAY MEALS							
ELE2	01-4-2500-000	PAYABLES - TRADE			55.08		
Invoice Description --> EA ADMIN - ELECTION DAY MEALS							
ELE1	01-4-2500-000	PAYABLES - TRADE			73.98		
Invoice Description --> EA ADMIN - ELECTION DAY MEALS							
ELE3	01-4-2500-000	PAYABLES - TRADE			106.75		
Invoice Description --> EA ADMIN - ELECTION DAY MEALS							
Total :					270.96	0.00	270.96
Supplier Total :					270.96	0.00	270.96

0845 BOULTON BROS.

37045	24-Dec-2014		Issued	268	C	1138.71	
520	01-4-2500-000	PAYABLES - TRADE			1138.71		
Invoice Description --> LBA HOUSE REPAIRS - CAPITAL - FLOOR JOIST & PAINTING							
Total :					1138.71	0.00	1138.71
Supplier Total :					1138.71	0.00	1138.71

0900 TRACY BOND (PETTY CASH)

36927	01-Dec-2014		Issued	243	C	181.60	
DEC01/2014	01-4-2500-000	PAYABLES - TRADE			181.60		
Invoice Description --> ACRD OFFICE EXPENSES - \$105.15, EMERGENCY SERVICES - \$19.80, AVLF-\$38.10, ELECTIO							
Total :					181.60	0.00	181.60
36997	18-Dec-2014		Issued	262	C	162.68	
DEC18/14	01-4-2500-000	PAYABLES - TRADE			162.68		
Invoice Description --> ACRD OFFICE - BCWS 3.58, GENERAL OFFICE \$159.10							
Total :					162.68	0.00	162.68
Supplier Total :					344.28	0.00	344.28

0940 DUVALL, EDITH

36928	09-Dec-2014		Issued	249	C	1800.00	
EDUVALL66621	01-4-2500-000	PAYABLES - TRADE			1800.00		
Invoice Description --> ACRD OFFICE - MONTHLY JANITORIAL & MCGILL FOR NOVEMBER 2014							
Total :					1800.00	0.00	1800.00

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Supplier	Supplier Name						Amount		
Chq/Ref #	Cheque Date	Status	Batch	Medium					
Invoice No.	Account No.	Account Description		Debit	Credit				
Supplier Total :							1800.00	0.00	1800.00

0944	BREAKER'S MARINE LTD								
37046	24-Dec-2014	Issued	268	C			105.09		
B37562	01-4-2500-000	PAYABLES - TRADE					105.09		
Invoice Description --> BWS - 100 LBS OF PROPANE & TANK									
Total :							105.09	0.00	105.09
Supplier Total :							105.09	0.00	105.09

0950	BRETT, KENNETH								
00075-0001	19-Dec-2014	Issued	259	T			1000.00		
BRE166787	01-4-2500-000	PAYABLES - TRADE					1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION									
Total :							1000.00	0.00	1000.00
Supplier Total :							1000.00	0.00	1000.00

1035	BUTLER, LES								
00074-0003	17-Dec-2014	Issued	252	T			6956.25		
2014-11	01-4-2500-000	PAYABLES - TRADE					6956.25		
Invoice Description --> BWS - NOVEMBER 2014 CONTRACTOR \$2,850 , TREATMENT PILOT PROJECT - CAPITAL \$3,7;									
Total :							6956.25	0.00	6956.25
Supplier Total :							6956.25	0.00	6956.25

1058	C. BOWNE ENTERPRISES								
36998	18-Dec-2014	Issued	262	C			216.55		
8812	01-4-2500-000	PAYABLES - TRADE					105.45		
Invoice Description --> AVRA OFFICE - JANITORIAL SUPPLIES									
8817	01-4-2500-000	PAYABLES - TRADE					111.10		
Invoice Description --> ACRD OFFICE - JANITORIAL SUPPLIES									
Total :							216.55	0.00	216.55
Supplier Total :							216.55	0.00	216.55

1061	CARMOOR'S COOKERY LTD								
37047	24-Dec-2014	Issued	268	C			1690.50		
197486	01-4-2500-000	PAYABLES - TRADE					1690.50		
Invoice Description --> SLVFD - AWARDS BANQUET CATERING									
Total :							1690.50	0.00	1690.50
Supplier Total :							1690.50	0.00	1690.50

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
36999	18-Dec-2014	Issued	262	C		329.28
IN000897	01-4-2500-000	PAYABLES - TRADE		329.28		
Invoice Description --> SLVFD - TRAINING SITE - CAPITAL						
Total :				329.28	0.00	329.28
Supplier Total :				329.28	0.00	329.28

1270 CDW CANADA INC						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
00073-0002	02-Dec-2014	Issued	239	T		1258.71
QW55770	01-4-2500-000	PAYABLES - TRADE		1258.71		
Invoice Description --> ACRD - COMPUTER IPAD FOR DIRECTOR AND MANAGER OF ADMIN						
Total :				1258.71	0.00	1258.71
Supplier Total :				1258.71	0.00	1258.71
00075-0002 19-Dec-2014						
RF11659	01-4-2500-000	PAYABLES - TRADE		33.60		
Invoice Description --> ACRD - STAFF TARGUS BOX FOR IPAD						
RB15154	01-4-2500-000	PAYABLES - TRADE		34.99		
Invoice Description --> ACRD - DIRECTOR TARGUS BOX FOR IPAD						
RC40715	01-4-2500-000	PAYABLES - TRADE		35.28		
Invoice Description --> ACRD - STYLUS PENS						
RB04545	01-4-2500-000	PAYABLES - TRADE		59.15		
Invoice Description --> ACRD - STAFF TARGUS BOX FOR IPAD						
RB87482	01-4-2500-000	PAYABLES - TRADE		190.40		
Invoice Description --> BWS - ROUTER						
RB28312	01-4-2500-000	PAYABLES - TRADE		193.76		
Invoice Description --> AVRA - COMPUTER EXPENSE FOR RUNWAY SURFACE CONDITIONING SYSTEM						
RF80305	01-4-2500-000	PAYABLES - TRADE		813.90		
Invoice Description --> ACRD - DIRECTOR IPAD						
Total :				1361.08	0.00	1361.08
Supplier Total :				2619.79	0.00	2619.79

1316 CERTITECH IT SERVICES						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
00074-0004	17-Dec-2014	Issued	252	T		6930.00
00148	01-4-2500-000	PAYABLES - TRADE		6930.00		
Invoice Description --> NOVEMBER 2014 - IT SUPPORT SERVICES \$4,750, BCWS SCADA \$1,850						
Total :				6930.00	0.00	6930.00
Supplier Total :				6930.00	0.00	6930.00

1342 CITY OF PORT ALBERNI						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
37000	18-Dec-2014	Issued	262	C		3744.73
NOV17/14	01-4-2500-000	PAYABLES - TRADE		38.90		
Invoice Description --> ACRD - COMMERCIAL GARBAGE OCT 22 TO DEC 31, 2014						
ELECTION 2014	01-4-2500-000	PAYABLES - TRADE		3705.83		
Invoice Description --> ELECTION BILLING FROM CPA FOR 2014						

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Total :					3744.73	0.00	3744.73
Supplier Total :					3744.73	0.00	3744.73
1378	CIT						
37001	18-Dec-2014		Issued	262	C	245.28	
14614224	01-4-2500-000	PAYABLES - TRADE			245.28		
Invoice Description --> FORMER BCID PRINTER LEASE 780-0460648-001 - INVOICE 14614224							
Total :					245.28	0.00	245.28
Supplier Total :					245.28	0.00	245.28
1382	COAST CATERING COMPANY						
37002	18-Dec-2014		Issued	262	C	157.50	
72	01-4-2500-000	PAYABLES - TRADE			157.50		
Invoice Description --> ACRD - STAFF LUNCH							
Total :					157.50	0.00	157.50
Supplier Total :					157.50	0.00	157.50
1410	COASTAL BRIDGE & CONSTRUCTION						
37003	18-Dec-2014		Issued	262	C	784.88	
14-385	01-4-2500-000	PAYABLES - TRADE			784.88		
Invoice Description --> BWS - CRANE TRUCK TO LOAD FILTRATION SYSTEM - CAPITAL							
Total :					784.88	0.00	784.88
Supplier Total :					784.88	0.00	784.88
1432	COKELY WIRE ROPE LTD.						
37004	18-Dec-2014		Issued	262	C	66.15	
IN0000103	01-4-2500-000	PAYABLES - TRADE			66.15		
Invoice Description --> LBA - FIRE EXTINGUISHERS AND INSPECTIONS							
Total :					66.15	0.00	66.15
Supplier Total :					66.15	0.00	66.15
1440	COMOX FIREFIGHTERS ASSOCIATION						
37048	24-Dec-2014		Issued	268	C	1000.00	
S.T.A.R.T.20140928/	01-4-2500-000	PAYABLES - TRADE			1000.00		
Invoice Description --> BCVFD - START PROGRAM SEPTEMBER 28, 2014 - 4 MEMBERS							
Total :					1000.00	0.00	1000.00
Supplier Total :					1000.00	0.00	1000.00

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M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
00074-0005	17-Dec-2014		Issued	252	T	37736.61		
PC#2 - 2493	01-4-2500-000	PAYABLES - TRADE				37736.61		
Invoice Description --> MSWS - EMERGENCY WATER CONNECTION & WATERMAIN - GAS TAX - CAPITAL								
Total :						37736.61	0.00	37736.61
Supplier Total :						37736.61	0.00	37736.61
1650	CUPE - LOCAL 118							
37005	18-Dec-2014		Issued	262	C	1991.87		
DUESNOV14	01-4-2500-000	PAYABLES - TRADE				1991.87		
Invoice Description --> NOVEMBER 2014 UNION DUES								
Total :						1991.87	0.00	1991.87
Supplier Total :						1991.87	0.00	1991.87
1661	DAGERT, TANIS							
37006	18-Dec-2014		Issued	262	C	13803.78		
130	01-4-2500-000	PAYABLES - TRADE				4583.33		
Invoice Description --> HEALTH NETWORK COORDINATOR - SEPTEMBER 2014								
131	01-4-2500-000	PAYABLES - TRADE				4583.33		
Invoice Description --> HEALTH NETWORK COORDINATOR - OCTOBER 2014								
132	01-4-2500-000	PAYABLES - TRADE				4637.12		
Invoice Description --> HEALTH NETWORK COORDINATOR - NOVEMBER 2014								
Total :						13803.78	0.00	13803.78
Supplier Total :						13803.78	0.00	13803.78
1705	DEAKIN, SEAN							
37007	18-Dec-2014		Issued	262	C	434.00		
NOV17-DEC10/14	01-4-2500-000	PAYABLES - TRADE				434.00		
Invoice Description --> SLVFD - TRAINING SITE - CAPITAL								
Total :						434.00	0.00	434.00
Supplier Total :						434.00	0.00	434.00
1709	DEER BAY CONTRACTING							
00077-0001	31-Dec-2014		Issued	267	T	1984.00		
2460	01-4-2500-000	PAYABLES - TRADE				1984.00		
Invoice Description --> SALMON BEACH - TRANSPORTATION - GRADING								
Total :						1984.00	0.00	1984.00
Supplier Total :						1984.00	0.00	1984.00
1710	PACIFIC CHEVROLET							
37049	24-Dec-2014		Issued	268	C	770.62		
60920	01-4-2500-000	PAYABLES - TRADE				770.62		

219770.62

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
Invoice Description --> BCVFD - IDLING ISSUES AND OTHER MAINTENANCE, LEAKS & OIL CHANGE							
Total :					770.62	0.00	770.62
Supplier Total :					770.62	0.00	770.62
1718	DENIS FRANCOEUR BACKHOEING						
00077-0002	31-Dec-2014	Issued	267	T		2100.00	
PC#3 - 3081 - FINAL	01-4-2500-000	PAYABLES - TRADE			2100.00		
Invoice Description --> SALMON BEACH - SHORT STREET DRAINAGE							
Total :					2100.00	0.00	2100.00
Supplier Total :					2100.00	0.00	2100.00
1847	DUPERE, JOHANNE						
00075-0004	19-Dec-2014	Issued	259	T		200.00	
DUP166788	01-4-2500-000	PAYABLES - TRADE			200.00		
Invoice Description --> SPROAT PARKS CARETAKER							
Total :					200.00	0.00	200.00
Supplier Total :					200.00	0.00	200.00
1855	DYNAMEX CANADA LIMITED (670)						
37008	18-Dec-2014	Issued	262	C		20.95	
1027151	01-4-2500-000	PAYABLES - TRADE			20.95		
Invoice Description --> SALMON BEACH - WATER TESTING SAMPLE SHIPPING							
Total :					20.95	0.00	20.95
Supplier Total :					20.95	0.00	20.95
1890	TETRA TECH EBA INC.						
37009	18-Dec-2014	Issued	262	C		29651.56	
60457361	01-4-2500-000	PAYABLES - TRADE			29651.56		
Invoice Description --> AVRA - RUNWAY EXTENSION PRE-DESIGN REPORT - CAPITAL							
Total :					29651.56	0.00	29651.56
Supplier Total :					29651.56	0.00	29651.56
1955	ERT TRAINING INC						
37050	24-Dec-2014	Issued	268	C		3360.00	
1614	01-4-2500-000	PAYABLES - TRADE			3360.00		
Invoice Description --> BCVFD - CONFINED SPACE TRAINING							
Total :					3360.00	0.00	3360.00
Supplier Total :					3360.00	0.00	3360.00



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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1979	ERIK LARSEN DIESEL CO. LTD.					
37010	18-Dec-2014	Issued	262	C		150.95
712132	01-4-2500-000	PAYABLES - TRADE		150.95		
Invoice Description --> LBA - SNOW PLOUGH REPAIRS						
Total :				150.95	0.00	150.95
Supplier Total :				150.95	0.00	150.95

1990	EVITT ELECTRIC					
00073-0003	02-Dec-2014	Issued	239	T		20.14
70955A	01-4-2500-000	PAYABLES - TRADE		20.14		
Invoice Description --> SLVFD - ELECTRICAL REPAIR - CONN 20A 125V						
Total :				20.14	0.00	20.14

00074-0006	17-Dec-2014	Issued	252	T		15974.37
34228	01-4-2500-000	PAYABLES - TRADE		84.00		
Invoice Description --> BCVFD - LIGHTING REPAIRS						
34249	01-4-2500-000	PAYABLES - TRADE		121.00		
Invoice Description --> BCVFD - LIGHTING ISSUE IN FIRE TRUCK						
34132	01-4-2500-000	PAYABLES - TRADE		123.55		
Invoice Description --> SLVFD - DRY HYDRANT PROJECT - CAPITAL						
34248	01-4-2500-000	PAYABLES - TRADE		2097.65		
Invoice Description --> SLVFD - MOUNTED GROUND & CABINET LIGHTS TRUCK #46						
34114	01-4-2500-000	PAYABLES - TRADE		6650.01		
Invoice Description --> SLVFD - ELECTRICAL REPAIR TRUCK #46						
34090	01-4-2500-000	PAYABLES - TRADE		6898.16		
Invoice Description --> SLVFD - UPGRADES & REPAIRS TO TRUCK #46						
Total :				15974.37	0.00	15974.37

00076-0001	24-Dec-2014	Issued	261	T		3560.02
75069A	01-4-2500-000	PAYABLES - TRADE		2.62		
Invoice Description --> AVRA - KEYS CUT						
75067A	01-4-2500-000	PAYABLES - TRADE		4.46		
Invoice Description --> AVRA - KEYS CUT						
34312	01-4-2500-000	PAYABLES - TRADE		1355.54		
Invoice Description --> SLVFD - TRUCK 46 ELECTRICAL WORK						
34304	01-4-2500-000	PAYABLES - TRADE		2197.40		
Invoice Description --> SLVFD - TRUCK 46 ELECTRICAL WORK						
Total :				3560.02	0.00	3560.02
Supplier Total :				19554.53	0.00	19554.53

2010	OUGHTRED COFFEE & TEA LTD.					
37011	18-Dec-2014	Issued	262	C		100.27
INV123247	01-4-2500-000	PAYABLES - TRADE		100.27		
Invoice Description --> OFFICE SUPPLIES						

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Total :						100.27	0.00	100.27
Supplier Total :						100.27	0.00	100.27
2049	FORFIRE ENTERPRISES							
37012	18-Dec-2014		Issued	262	C	575.80		
422	01-4-2500-000	PAYABLES - TRADE				575.80		
Invoice Description --> SLVFD - LICENCE PLATES AND MOUNTS								
Total :						575.80	0.00	575.80
Supplier Total :						575.80	0.00	575.80
2067	FORTISBC							
37013	18-Dec-2014		Issued	262	C	109.17		
NOV21/14	01-4-2500-000	PAYABLES - TRADE				109.17		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL								
Total :						109.17	0.00	109.17
Supplier Total :						109.17	0.00	109.17
2075	FYFE WELL & WATER SERVICES (DIVISION OF FYFE HOLDINGS LTD.)							
36975	15-Dec-2014		Issued	253	C	48462.75		
2014-1471R1	01-4-2500-000	PAYABLES - TRADE				48462.75		
Invoice Description --> LBA - WELL DEVELOPMENT - CAPITAL - GAS TAX - 2ND PAYMENT								
Total :						48462.75	0.00	48462.75
Supplier Total :						48462.75	0.00	48462.75
2117	GARDENS ON THE GO							
37014	18-Dec-2014		Issued	262	C	3438.75		
12031401	01-4-2500-000	PAYABLES - TRADE				3438.75		
Invoice Description --> PLANNING - AGRICULTURAL PLAN IMPLEMENTATION NOVEMBER								
Total :						3438.75	0.00	3438.75
Supplier Total :						3438.75	0.00	3438.75
2140	GEDDES, RICHARD D.							
00075-0005	19-Dec-2014		Issued	259	T	1555.00		
RG-SLVFD0166791	01-4-2500-000	PAYABLES - TRADE				55.00		
Invoice Description --> SLVFD - MONTHLY PHONE REIMBURSEMENT								
85	01-4-2500-000	PAYABLES - TRADE				1500.00		
Invoice Description --> SLVFD - FIRST RESPONDER INITIAL CERTIFICATE - 5 MEMBERS								
Total :						1555.00	0.00	1555.00

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Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
2233 GOVERNMENT FINANCE OFFICERS ASSOCIATION OF BC								
37015	18-Dec-2014		Issued	262	C	315.00		
2566	01-4-2500-000	PAYABLES - TRADE			315.00			
Invoice Description --> GEN GOV - GFOA MEMBERSHIP 2015								
Total :						315.00	0.00	315.00
Supplier Total :						315.00	0.00	315.00
2300 GRAND & TOY								
37016	18-Dec-2014		Issued	262	C	173.69		
G847565	01-4-2500-000	PAYABLES - TRADE			173.69			
Invoice Description --> GEN GOV OFFICE \$55.21, BCWS OFFICE \$99.87								
Total :						173.69	0.00	173.69
Supplier Total :						173.69	0.00	173.69
2390 HARBOUR VIEW COLLISION LTD								
37017	18-Dec-2014		Issued	262	C	406.03		
32402	01-4-2500-000	PAYABLES - TRADE			406.03			
Invoice Description --> BCWS - FORD F-250 WINDSHIELD TINTED								
Total :						406.03	0.00	406.03
Supplier Total :						406.03	0.00	406.03
2465 HETHERINGTON INDUSTRIES LTD								
37018	18-Dec-2014		Issued	262	C	78.88		
11301	01-4-2500-000	PAYABLES - TRADE			78.88			
Invoice Description --> SLVFD - TRUCK #45 PORTABLE PUMP								
Total :						78.88	0.00	78.88
Supplier Total :						78.88	0.00	78.88
2475 HIGHWAY FOUR RENTALS LTD.								
37019	18-Dec-2014		Issued	262	C	1336.44		
38780	01-4-2500-000	PAYABLES - TRADE			1336.44			
Invoice Description --> BWS - FENCE RENTAL FOR TREATMENT PILOT PROJECT								
Total :						1336.44	0.00	1336.44
Supplier Total :						1336.44	0.00	1336.44
2485 HOLDER, DAN								
36976	15-Dec-2014		Issued	253	C	4228.35		
DEC5/14	01-4-2500-000	PAYABLES - TRADE			4228.35			

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	Amount		
Invoice Description --> FIRE SERVICE COORDINATOR CONTRACTOR - NOVEMBER 2014								
Total :						4228.35	0.00	4228.35
Supplier Total :						4228.35	0.00	4228.35
2523	HORVATH, GAIL							
37020	18-Dec-2014			Issued	262	C	68.23	
NOV3/14	01-4-2500-000	PAYABLES - TRADE				68.23		
Invoice Description --> SL PARKS - BIKE PARK SUPPLIES								
Total :						68.23	0.00	68.23
Supplier Total :						68.23	0.00	68.23
2555	HOUGHTON, DAVID							
37021	18-Dec-2014			Issued	262	C	3725.00	
NOV21-DEC6/14	01-4-2500-000	PAYABLES - TRADE				3725.00		
Invoice Description --> SLVFD - TRAINING SITE - REPAIRS - CAPITAL								
Total :						3725.00	0.00	3725.00
Supplier Total :						3725.00	0.00	3725.00
2650	INGENIOUS SOFTWARE (530640 ONTARIO LTD.)							
37022	18-Dec-2014			Issued	262	C	1590.97	
5047	01-4-2500-000	PAYABLES - TRADE				529.76		
Invoice Description --> BCVFD - INTERFACE MODULE TO FP2								
5079	01-4-2500-000	PAYABLES - TRADE				1061.21		
Invoice Description --> BCVFD - FIRE PRO SERVICE CONTRACT DEC 27, 2014 TO JUN 26, 2015								
Total :						1590.97	0.00	1590.97
Supplier Total :						1590.97	0.00	1590.97
2763	ISLAND ROOFING							
37023	18-Dec-2014			Issued	262	C	1204.86	
01041	01-4-2500-000	PAYABLES - TRADE				1204.86		
Invoice Description --> AVLFD - 3RD AVENUE RECYCLING DEPOT ROOF REPAIRS								
Total :						1204.86	0.00	1204.86
Supplier Total :						1204.86	0.00	1204.86
2772	ISLAND FIRE PROTECTION LTD.							
37024	18-Dec-2014			Issued	262	C	98.91	
9860	01-4-2500-000	PAYABLES - TRADE				98.91		
Invoice Description --> SLVFD - HIGH PRESSURE HYDROSTATIC TEST								
Total :						98.91	0.00	98.91

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
2778 ISLAND TRACTOR & SUPPLY LTD.							
37025	18-Dec-2014		Issued	262	C	1005.65	
7018S	01-4-2500-000	PAYABLES - TRADE			1005.65		
Invoice Description -->		LBA - TRACTOR REPAIRS					
Total :					1005.65	0.00	1005.65
Supplier Total :					1005.65	0.00	1005.65
2783 ITRON CANADA INC.							
37026	18-Dec-2014		Issued	262	C	2208.66	
29869	01-4-2500-000	PAYABLES - TRADE			2208.66		
Invoice Description -->		BCWS - ITRON SERVICING AGREEMENT JULY 1, 2014 TO JUNE 30, 2015					
Total :					2208.66	0.00	2208.66
Supplier Total :					2208.66	0.00	2208.66
2787 JACKSON, ROBERT							
37027	18-Dec-2014		Issued	262	C	66.18	
CSPNOV1266790	01-4-2500-000	PAYABLES - TRADE			66.18		
Invoice Description -->		SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE					
Total :					66.18	0.00	66.18
Supplier Total :					66.18	0.00	66.18
2827 JAL DESIGNS							
37028	18-Dec-2014		Issued	262	C	446.21	
40495378	01-4-2500-000	PAYABLES - TRADE			446.21		
Invoice Description -->		SLVFD - 24 EMBROIDERED HATS					
Total :					446.21	0.00	446.21
Supplier Total :					446.21	0.00	446.21
2840 JUSTICE INSTITUTE OF BC							
37029	18-Dec-2014		Issued	262	C	672.78	
307743	01-4-2500-000	PAYABLES - TRADE			336.39		
Invoice Description -->		SLVFD - INCIDENT COMMAND - WHITTAKER					
308908	01-4-2500-000	PAYABLES - TRADE			336.39		
Invoice Description -->		SLVFD - INCIDENT COMMAND - GEDDES					
Total :					672.78	0.00	672.78
Supplier Total :					672.78	0.00	672.78

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
37030	18-Dec-2014	Issued	262	C		154233.45
PC#1 - 3084	01-4-2500-000	PAYABLES - TRADE		154233.45		
Invoice Description --> CCID - WATERMAIN REPLACEMENT GAS TAX INITIATIVE - MILLIGAN TO MOZART - PAYMENT						
Total :				154233.45	0.00	154233.45
Supplier Total :				154233.45	0.00	154233.45

2877 KOERS & ASSOCIATES ENGINEERING LTD.						
00073-0004	02-Dec-2014	Issued	239	T		7328.87
1232-021	01-4-2500-000	PAYABLES - TRADE		1146.60		
Invoice Description --> BCWS - STRICK RD PUMP STATION						
1476-001	01-4-2500-000	PAYABLES - TRADE		6182.27		
Invoice Description --> BWS - PILOT TESTING FOR BAMFIELD WATER SYSTEM						
Total :				7328.87	0.00	7328.87
Supplier Total :				7328.87	0.00	7328.87

2890 L.B. WOODCHOPPERS LTD.						
00073-0005	02-Dec-2014	Issued	239	T		580.07
205883	01-4-2500-000	PAYABLES - TRADE		120.92		
Invoice Description --> SLVFD - SUPPLIES						
205882	01-4-2500-000	PAYABLES - TRADE		459.15		
Invoice Description --> SLVFD - CHAIN SHAW						
Total :				580.07	0.00	580.07

00075-0006	19-Dec-2014	Issued	259	T		464.66
206286	01-4-2500-000	PAYABLES - TRADE		81.76		
Invoice Description --> BCWS - SAFETY EQUIPMENT - SUTTON						
206090	01-4-2500-000	PAYABLES - TRADE		165.08		
Invoice Description --> BCWS - SAFETY EQUIPMENT - SUTTON						
206585	01-4-2500-000	PAYABLES - TRADE		217.82		
Invoice Description --> BWS - MAINTENANCE SUPPLIES						
Total :				464.66	0.00	464.66
Supplier Total :				1044.73	0.00	1044.73

3011 LANDWORKS CONSULTANTS INC						
37031	18-Dec-2014	Issued	262	C		992.25
1511	01-4-2500-000	PAYABLES - TRADE		992.25		
Invoice Description --> RURAL PLANNING - ZONING BYLAW REWRITE						
Total :				992.25	0.00	992.25
Supplier Total :				992.25	0.00	992.25

3022	LITTLE BAVARIA					
37043	18-Dec-2014	Issued	263	C		50.00

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Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
DEC18/14	01-4-2500-000	PAYABLES - TRADE		50.00		
Invoice Description --> ACRD - ANNUAL APPRECIATION GIFT - DUVAL						
Total :				50.00	0.00	50.00
Supplier Total :				50.00	0.00	50.00

3025	LADY ROSE MARINE SERVICES					
37032	18-Dec-2014	Issued	262	C	1464.34	
2010-16621	01-4-2500-000	PAYABLES - TRADE		12.08		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
2010-16668	01-4-2500-000	PAYABLES - TRADE		18.72		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
2010-16638	01-4-2500-000	PAYABLES - TRADE		36.23		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES - PIPES						
2010-16707	01-4-2500-000	PAYABLES - TRADE		179.31		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES - CHLORINE						
2010-16585	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
2010-16626	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
2010-16676	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
2010-16718	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
Total :				1464.34	0.00	1464.34
Supplier Total :				1464.34	0.00	1464.34

3027	LADYBIRD ENGRAVING & WEB CREATIONS LTD					
37033	18-Dec-2014	Issued	262	C	84.00	
32	01-4-2500-000	PAYABLES - TRADE		84.00		
Invoice Description --> SLVFD - PLAQUES, MUGS AND KEY RINGS						
Total :				84.00	0.00	84.00
Supplier Total :				84.00	0.00	84.00

3117	LORDCO					
37034	18-Dec-2014	Issued	262	C	68.02	
267917	01-4-2500-000	PAYABLES - TRADE		28.05		
Invoice Description --> SLVFD - REPAIR VEHICLES						
269169	01-4-2500-000	PAYABLES - TRADE		39.97		
Invoice Description --> SLVFD - BUILDING REPAIRS						
Total :				68.02	0.00	68.02
Supplier Total :				68.02	0.00	68.02

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
3233	CAREY MCIVER & ASSOCIATES LTD.					
37035	18-Dec-2014	Issued	262	C		2511.66
14.12.01	01-4-2500-000	PAYABLES - TRADE		574.72		
Invoice Description --> AVLF & WCLF - RESIDENTIAL PPP AND WC GARBAGE RFP SERVICES						
14.12.02	01-4-2500-000	PAYABLES - TRADE		1936.94		
Invoice Description --> AVLF - SOLID WASTE MANAGEMENT PLAN - CAPITAL						
Total :				2511.66	0.00	2511.66
Supplier Total :				2511.66	0.00	2511.66

3272	MCCONNELL, SHAWN					
00075-0007	19-Dec-2014	Issued	259	T		2336.25
415903	01-4-2500-000	PAYABLES - TRADE		1097.25		
Invoice Description --> NOVEMBER 2014 LONG BEACH AIRPORT WATER CONTRACTOR						
415902	01-4-2500-000	PAYABLES - TRADE		1239.00		
Invoice Description --> NOVEMBER 2014 MILLSTREAM WATER CONTRACTOR						
Total :				2336.25	0.00	2336.25
Supplier Total :				2336.25	0.00	2336.25

3273	MCDUGALL'S LANDSCAPING					
37036	18-Dec-2014	Issued	262	C		147.00
3541	01-4-2500-000	PAYABLES - TRADE		52.50		
Invoice Description --> ACRD OFFICE - SALT APPLICATION NOVEMBER 28, 2014						
3540	01-4-2500-000	PAYABLES - TRADE		94.50		
Invoice Description --> AVLF - 3RD AVENUE RECYCLE BUILDING - SALT APPLICATION NOV 28, 29, 30						
Total :				147.00	0.00	147.00
Supplier Total :				147.00	0.00	147.00

3280	MCGILL & ASSOCIATES ENGINEERING					
00076-0002	24-Dec-2014	Issued	261	T		35348.06
14903	01-4-2500-000	PAYABLES - TRADE		59.06		
Invoice Description --> AVLF - TRANSFER STATION EXPANSION - CAPITAL						
14902	01-4-2500-000	PAYABLES - TRADE		118.13		
Invoice Description --> LBA - WATER SYSTEM EVALUATION						
14922	01-4-2500-000	PAYABLES - TRADE		141.75		
Invoice Description --> BCWS - MAINTENANCE BUILDING - CAPITAL						
14910	01-4-2500-000	PAYABLES - TRADE		295.31		
Invoice Description --> AVLF - COVER MATERIAL SOURCING						
14913	01-4-2500-000	PAYABLES - TRADE		317.05		
Invoice Description --> AVLF - CLEANING LEACHATE PIPELINE						
14925	01-4-2500-000	PAYABLES - TRADE		438.32		
Invoice Description --> LBA - WATER SYSTEM EVALUATION						
14892	01-4-2500-000	PAYABLES - TRADE		515.81		
Invoice Description --> WCLF - GENERAL CONSULTING						
14908	01-4-2500-000	PAYABLES - TRADE		541.12		

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description -->	WCLF - GENERAL CONSULTING					
14895	01-4-2500-000	PAYABLES - TRADE		542.59		
Invoice Description -->	AVLF NORTH EAST EXPANSION					
14897	01-4-2500-000	PAYABLES - TRADE		747.34		
Invoice Description -->	AVLF - CARETAKERS BUILDING - CAPITAL					
14894	01-4-2500-000	PAYABLES - TRADE		807.19		
Invoice Description -->	WCLF - ANNUAL REPORTING					
14912	01-4-2500-000	PAYABLES - TRADE		893.55		
Invoice Description -->	AVLF NORTH EAST EXPANSION					
14901	01-4-2500-000	PAYABLES - TRADE		1114.31		
Invoice Description -->	AVLF - GENERAL CONSULTING					
14893	01-4-2500-000	PAYABLES - TRADE		1559.25		
Invoice Description -->	AVLF - ANNUAL REPORTING					
14909	01-4-2500-000	PAYABLES - TRADE		1917.30		
Invoice Description -->	WCLF - GENERAL CONSULTING					
14896	01-4-2500-000	PAYABLES - TRADE		2271.94		
Invoice Description -->	AVLF - FENCING REPAIR AND REPLACE - CAPITAL					
14900	01-4-2500-000	PAYABLES - TRADE		2777.92		
Invoice Description -->	SALMON BEACH - BOAT RAMP - CAPITAL					
14907	01-4-2500-000	PAYABLES - TRADE		3043.61		
Invoice Description -->	AVLF - GENERAL CONSULTING					
14887	01-4-2500-000	PAYABLES - TRADE		3319.38		
Invoice Description -->	AVLF - CLEANING LEACHATE PIPELINE					
14933	01-4-2500-000	PAYABLES - TRADE		5306.63		
Invoice Description -->	MILLSTREAM - UCLUELET WATER CONNECTION					
14914	01-4-2500-000	PAYABLES - TRADE		8620.50		
Invoice Description -->	CCID - WATERMAIN REPLACEMENT GAS TAX INITIATIVE - MILLIGAN TO MOZART					
Total :				35348.06	0.00	35348.06
Supplier Total :				35348.06	0.00	35348.06

3370	MINISTER OF FINANCE					
37051	24-Dec-2014	Issued	268	C		846.21
111803	01-4-2500-000	PAYABLES - TRADE			11.46	
Invoice Description -->	DOCUMENT CHARGES - SB FORESHORE LEASE					
617277	01-4-2500-000	PAYABLES - TRADE			834.75	
Invoice Description -->	SALMON BEACH BOAT RAMP ANNUAL RENT					
Total :				846.21	0.00	846.21
Supplier Total :				846.21	0.00	846.21

3375	MINISTER OF FINANCE (TECH INN. & CITIZENS SVCS)					
37037	18-Dec-2014	Issued	262	C		205.99
93358098	01-4-2500-000	PAYABLES - TRADE			51.07	
Invoice Description -->	SLVFD - RESPONSE EQUIPMENT					
93352964	01-4-2500-000	PAYABLES - TRADE			154.92	
Invoice Description -->	SLVFD - RESPONSE EQUIPMENT					

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Bank : 1 To 3
Status : All
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Total :				205.99	0.00	205.99
Supplier Total :				205.99	0.00	205.99

3490 MUNICIPAL PENSION PLAN						
EFT-26	05-Dec-2014	Issued	269	E	10088.50	
PP#24 - 2014	01-4-2500-000	PAYABLES - TRADE		10088.50		
Invoice Description --> PAYPERIOD #24 - 2014 PENSION PLAN REMITTANCE						
Total :				10088.50	0.00	10088.50
EFT-27	22-Dec-2014	Issued	269	E	10216.97	
PP#25 - 2014	01-4-2500-000	PAYABLES - TRADE		10216.97		
Invoice Description --> PAYPERIOD #25 - 2014 PENSION PLAN REMITTANCE						
Total :				10216.97	0.00	10216.97
Supplier Total :				20305.47	0.00	20305.47

3500 MUNICIPAL FINANCE AUTHORITY OF BC						
EFT-11	01-Dec-2014	Issued	255	E	3108.60	
775-2/2014	01-4-2500-000	PAYABLES - TRADE		3108.60		
Invoice Description --> DEBENTURE DEBT						
Total :				3108.60	0.00	3108.60
EFT-12	01-Dec-2014	Issued	255	E	199487.68	
773-2/2014	01-4-2500-000	PAYABLES - TRADE		199487.68		
Invoice Description --> DEBENTURE DEBT						
Total :				199487.68	0.00	199487.68
Supplier Total :				202596.28	0.00	202596.28

3505 MFA LEASING						
AUTO66789	30-Dec-2014	Issued	257	E	2553.97	
BAMFIRE66789	01-4-2500-000	PAYABLES - TRADE		2553.97		
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT						
Total :				2553.97	0.00	2553.97
AUTO66792	28-Dec-2014	Issued	257	E	1654.31	
6140266792	01-4-2500-000	PAYABLES - TRADE		1654.31		
Invoice Description --> LBA TRACTOR LEASE						
Total :				1654.31	0.00	1654.31
Supplier Total :				4208.28	0.00	4208.28

3551 MYRES, LINDA					
000073-0006	02-Dec-2014	Issued	239	T	556.89
2014NEWSLETTER	01-4-2500-000	PAYABLES - TRADE		97.50	

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Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
		Invoice Description --> BCEP - COMMUNITY NEWSLETTER			
LMNOV.17/14	01-4-2500-000	PAYABLES - TRADE		459.39	
		Invoice Description --> BCEP - REIMBURSEMENT FOR OFFICE SUPPLIES			
Total :				556.89	0.00
Supplier Total :				556.89	0.00

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
		Invoice Description --> LBA - PUBLICATION SUBSCRIPTION			
3599	18-Dec-2014	PAYABLES - TRADE	262	200.55	
37038	01-4-2500-000	PAYABLES - TRADE		200.55	
5074959		Invoice Description --> LBA - PUBLICATION SUBSCRIPTION			
Total :				200.55	0.00
Supplier Total :				200.55	0.00

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
		Invoice Description --> SLVFD GARBAGE DISPOSAL DECEMBER 2013 & JANUARY 2014			
3622	18-Dec-2014	PAYABLES - TRADE	262	105.00	262.50
37039	01-4-2500-000	PAYABLES - TRADE		157.50	
3227		Invoice Description --> SLVFD GARBAGE DISPOSAL APRIL, MAY & JUNE 2014			
10119					
Total :				262.50	0.00
Supplier Total :				262.50	0.00

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
		Invoice Description --> DECEMBER 2014 - HEALTH, DENTAL, LIFE & DISABILITY PREMIUMS			
3792	01-Dec-2014	PAYABLES - TRADE	264	6626.31	6626.31
EFT-8	01-4-2500-000	PAYABLES - TRADE		6626.31	
220976					
Total :				6626.31	0.00
Supplier Total :				6626.31	0.00

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
		Invoice Description --> BWS HYDRANT INSPECTIONS 2014			
3799	24-Dec-2014	PAYABLES - TRADE	268	2940.50	2940.50
37052	01-4-2500-000	PAYABLES - TRADE		2940.50	
BWSNOV2014					
Total :				2940.50	0.00
Supplier Total :				2940.50	0.00

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
		Invoice Description --> AVLF - BAMFIELD BIN CHARGES NOVEMBER 2014			
4220	15-Dec-2014	PAYABLES - TRADE	253	1089.20	1089.20
36977	01-4-2500-000	PAYABLES - TRADE		1089.20	
2014222					

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 Medium :
 M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Total :				1089.20	0.00	1089.20
Supplier Total :				1089.20	0.00	1089.20

4280 RECEIVER GENERAL FOR CANADA							
36929	09-Dec-2014		Issued	249	C	28789.23	
PP#24 - 2014 - DIR	01-4-2500-000	PAYABLES - TRADE			716.19		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #24 - DIRECTORS							
PP#24 - 2014	01-4-2500-000	PAYABLES - TRADE			12447.52		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #24							
PP#25 - 2014	01-4-2500-000	PAYABLES - TRADE			15625.52		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #25							
Total :					28789.23	0.00	28789.23
Supplier Total :					47051.88	0.00	47051.88
37040	18-Dec-2014		Issued	262	C	18262.65	
PP#26 - 2014 - DIR	01-4-2500-000	PAYABLES - TRADE			384.98		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #26 - DIRECTORS							
PP#26 - 2014	01-4-2500-000	PAYABLES - TRADE			17877.67		
Invoice Description --> TAX REMITTANCE FOR PAYROLL ENDING PAYPERIOD #26							
Total :					18262.65	0.00	18262.65
Supplier Total :					47051.88	0.00	47051.88

4300 RECYCLING COUNCIL OF BRITISH COLUMBIA							
36978	15-Dec-2014		Issued	253	C	175.00	
M2154	01-4-2500-000	PAYABLES - TRADE			175.00		
Invoice Description --> RECYCLING HOTLINE MEMBERSHIP 2015							
Total :					175.00	0.00	175.00
Supplier Total :					175.00	0.00	175.00

4475 ROCKY MOUNTAIN PHOENIX							
00074-0007	17-Dec-2014		Issued	252	T	312.90	
IN85897	01-4-2500-000	PAYABLES - TRADE			312.90		
Invoice Description --> SLVFD - 4 PAIRS OF GLOVES							
Total :					312.90	0.00	312.90
Supplier Total :					312.90	0.00	312.90

4491 ROMPRE, SUZANNE							
00074-0008	17-Dec-2014		Issued	252	T	850.00	
NOV1-30/14	01-4-2500-000	PAYABLES - TRADE			850.00		
Invoice Description --> NOVEMBER BAMFIELD TRANSFER STATION CONTRACT							
Total :					850.00	0.00	850.00

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Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Supplier Total :						850.00	0.00	850.00

4645	SHAW CABLE							
37053	24-Dec-2014		Issued	268	C			810.15
01-DEC-14	01-4-2500-000	PAYABLES - TRADE				810.15		
Invoice Description -->		ACCT#012-80958259 - ACRD CONSOLIDATED INTERNET/CABLE - JANUARY 2015						
Total :						810.15	0.00	810.15
Supplier Total :						810.15	0.00	810.15

4646	SHAW CABLESYSTEMS G.P.							
37041	18-Dec-2014		Issued	262	C			13.44
DEC 1, 2014	01-4-2500-000	PAYABLES - TRADE				13.44		
Invoice Description -->		EMERGENCY PLANNING - DEC 14 & JAN 15						
Total :						13.44	0.00	13.44
Supplier Total :						13.44	0.00	13.44

4728	SONBIRD REFUSE & RECYCLING LTD.							
00074-0009	17-Dec-2014		Issued	252	T			16319.66
20623	01-4-2500-000	PAYABLES - TRADE				16319.66		
Invoice Description -->		NOVEMBER 2014 WC GARBAGE & RECYCLING						
Total :						16319.66	0.00	16319.66
Supplier Total :						16319.66	0.00	16319.66

4730	RYAN SMITH SERVICES							
00075-0008	19-Dec-2014		Issued	259	T			3969.00
495492	01-4-2500-000	PAYABLES - TRADE				3969.00		
Invoice Description -->		SALMON BEACH - SEWAGE & TRANSPORTATION						
Total :						3969.00	0.00	3969.00
Supplier Total :						3969.00	0.00	3969.00

4765	SPROAT LAKE FORESTRY SERVICES LTD.							
36979	15-Dec-2014		Issued	253	C			17964.15
14004	01-4-2500-000	PAYABLES - TRADE				1284.90		
Invoice Description -->		SL PARKS - SUPPLIES FOR TRAIL & PARK MAINTENANCE						
14003	01-4-2500-000	PAYABLES - TRADE				7386.75		
Invoice Description -->		SL PARKS - 2013 TRAIL MAINTENANCE						
14002	01-4-2500-000	PAYABLES - TRADE				9292.50		
Invoice Description -->		SL PARKS - PARK MAINTENANCE						
Total :						17964.15	0.00	17964.15

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				17964.15	0.00	17964.15

4785 STEWART MCDANNOLD STUART						
36980	15-Dec-2014		Issued	253	C	2884.47
68510	01-4-2500-000	PAYABLES - TRADE				219.52
Invoice Description --> LEGAL FEES						
68509	01-4-2500-000	PAYABLES - TRADE				222.78
Invoice Description --> LEGAL FEES						
68264	01-4-2500-000	PAYABLES - TRADE				2442.17
Invoice Description --> LEGAL FEES						
Total :						2884.47
<hr/>						
37054	24-Dec-2014		Issued	268	C	5631.67
68523	01-4-2500-000	PAYABLES - TRADE				78.40
Invoice Description --> LEGAL FEES						
68519	01-4-2500-000	PAYABLES - TRADE				308.00
Invoice Description --> LEGAL FEES						
68521	01-4-2500-000	PAYABLES - TRADE				435.42
Invoice Description --> LEGAL FEES						
68522	01-4-2500-000	PAYABLES - TRADE				823.20
Invoice Description --> LEGAL FEES						
68520	01-4-2500-000	PAYABLES - TRADE				940.80
Invoice Description --> LEGAL FEES						
68524	01-4-2500-000	PAYABLES - TRADE				3045.85
Invoice Description --> LEGAL FEES						
Total :						5631.67
Supplier Total :						8516.14

4885 SUN COAST WASTE SERVICES						
00074-0010	17-Dec-2014		Issued	252	T	22469.91
124010	01-4-2500-000	PAYABLES - TRADE				22469.91
Invoice Description --> NOVEMBER 2014 AV RECYCLING CONTRACT						
Total :						22469.91
Supplier Total :						22469.91

4983 TELUS MOBILITY (BC)						
37055	24-Dec-2014		Issued	268	C	1076.01
20322435167	01-4-2500-000	PAYABLES - TRADE				1076.01
Invoice Description --> ACRD CELLPHONES						
Total :						1076.01
Supplier Total :						1076.01

4984 TELUS						
37056	24-Dec-2014		Issued	268	C	4542.12

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 M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
DEC7/14	01-4-2500-000	PAYABLES - TRADE		4542.12		
Invoice Description --> ACRD CONSOLIDATED						
Total :				4542.12	0.00	4542.12
Supplier Total :				4542.12	0.00	4542.12

5001 STERICYCLE COMMUNICATION SOLUTIONS						
36981	15-Dec-2014		Issued	253	C	212.27
141121536201	01-4-2500-000	PAYABLES - TRADE			59.20	
Invoice Description --> ACRD - CALL-IN SERVICE - EMPLOYEE SAFETY						
141121539101	01-4-2500-000	PAYABLES - TRADE			153.07	
Invoice Description --> ACRD - CALL-IN SERVICE - EMPLOYEE SAFETY						
Total :				212.27	0.00	212.27
Supplier Total :				212.27	0.00	212.27

5025 TOM HARRIS CELLULAR LTD						
37057	24-Dec-2014		Issued	268	C	302.40
PORTAIN89265	01-4-2500-000	PAYABLES - TRADE			39.20	
Invoice Description --> AVRA - SMART HUB PHONE LINE						
PORTAIN89289	01-4-2500-000	PAYABLES - TRADE			263.20	
Invoice Description --> BCWS - SUTTON - NEW PHONE						
Total :				302.40	0.00	302.40
Supplier Total :				302.40	0.00	302.40

5070 TOTEM TREE OPERATIONS - (0906866 BC LTD.)						
37058	24-Dec-2014		Issued	268	C	924.00
234231	01-4-2500-000	PAYABLES - TRADE			924.00	
Invoice Description --> BCWS - NORTH RES. TREE REMOVAL - SAFETY						
Total :				924.00	0.00	924.00
Supplier Total :				924.00	0.00	924.00

5114 TRINEX INTERNET SOLUTIONS INC						
36982	15-Dec-2014		Issued	253	C	78.75
6969	01-4-2500-000	PAYABLES - TRADE			78.75	
Invoice Description --> ACRD COMPUTER - MONTHLY WEBSITE HOSTING						
Total :				78.75	0.00	78.75
Supplier Total :				78.75	0.00	78.75

5131 TSESHAHT MARKET						
36983	15-Dec-2014		Issued	253	C	118.64
1675158	01-4-2500-000	PAYABLES - TRADE			56.09	
Invoice Description --> SLVFD - FUEL - COURTESY VAN						

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Medium :
M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
1654514	01-4-2500-000	PAYABLES - TRADE	62.55				
Invoice Description --> SLVFD - TRAINING SITE - OCT 31/14							
Total :			118.64	0.00		118.64	
37059	24-Dec-2014			Issued	268	C	135.02
1655160	01-4-2500-000	PAYABLES - TRADE	25.02				
Invoice Description --> SLVFD - SMALL ENGIINE FUEL							
1658502	01-4-2500-000	PAYABLES - TRADE	110.00				
Invoice Description --> SLVFD - FUEL TRUCK #48							
Total :			135.02	0.00		135.02	
Supplier Total :			253.66	0.00		253.66	

5145 UCLUELET CONSUMERS CO-OP ASSN							
36984	15-Dec-2014			Issued	253	C	543.69
LBA - NOV/14	01-4-2500-000	PAYABLES - TRADE	543.69				
Invoice Description --> LBA - NOVEMBER 2014 FUEL							
Total :			543.69	0.00		543.69	
Supplier Total :			543.69	0.00		543.69	

5195 UNISERVE COMMUNICATIONS CORPORATION							
36985	15-Dec-2014			Issued	253	C	26.83
000502023-1128201	01-4-2500-000	PAYABLES - TRADE	26.83				
Invoice Description --> DECEMBER 2014 WCLF INTERNET SERVICES							
Total :			26.83	0.00		26.83	
Supplier Total :			26.83	0.00		26.83	

5263 VADIM SOFTWARE							
36986	15-Dec-2014			Issued	253	C	10877.37
I-VC10407	01-4-2500-000	PAYABLES - TRADE	10877.37				
Invoice Description --> 2015 VADIM SUPPORT & LICENSING							
Total :			10877.37	0.00		10877.37	
Supplier Total :			10877.37	0.00		10877.37	

5278 VANCOUVER ISLAND PUBLISHING GROUP A/R							
00073-0007	02-Dec-2014			Issued	239	T	190.47
AVTD00011594	01-4-2500-000	PAYABLES - TRADE	190.47				
Invoice Description --> AVLF - REQUEST FOR PROPOSAL							
Total :			190.47	0.00		190.47	

00077-0003	31-Dec-2014			Issued	267	T	388.92
AVTD00011676	01-4-2500-000	PAYABLES - TRADE	185.22				
Invoice Description --> AVLF - FENCING CONTRACT - ADVERTISING - CAPITAL							

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ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



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Supplier : 0003 To 9999
Trans. Date : 01-Dec-2014 To 31-Dec-2014
Cheque Date : 01-Dec-2014 To 31-Dec-2014
Cheque No. : All
Batch No. : All

Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
AVTD00011794	01-4-2500-000	PAYABLES - TRADE		203.70			
Invoice Description --> BUILDING INSPECTION - RECRUITING - BUILING INSP. ADV							
Total :				388.92	0.00		388.92
Supplier Total :				579.39	0.00		579.39
5401	TD VISA (BCVFD)M. KOBUS						
37060	24-Dec-2014	Issued	268	C			908.99
DEC5/14	01-4-2500-000	PAYABLES - TRADE		908.99			
Invoice Description --> BCVFD - TRAINING \$310, EQUIPMENT \$529.20, OFFICE \$66.43							
Total :				908.99	0.00		908.99
Supplier Total :				908.99	0.00		908.99
5402	TD VISA (BCVFD)C. STARRATT						
37061	24-Dec-2014	Issued	268	C			2144.84
DEC5/14	01-4-2500-000	PAYABLES - TRADE		2144.84			
Invoice Description --> BCVFD - MEMBERSHIPS \$658.10, EQUIPMENT \$617.19, LICENSES \$469.81, OFFICE \$107.29 T							
Total :				2144.84	0.00		2144.84
Supplier Total :				2144.84	0.00		2144.84
5405	TD VISA (SLVFD)						
37062	24-Dec-2014	Issued	268	C			2727.89
DEC5/14	01-4-2500-000	PAYABLES - TRADE		2727.89			
Invoice Description --> SLVFD - AWARDS BANQUET \$1144.81, TRAINING \$1581.14							
Total :				2727.89	0.00		2727.89
Supplier Total :				2727.89	0.00		2727.89
5410	TD VISA						
37063	24-Dec-2014	Issued	268	C			3231.09
DEC5/14	01-4-2500-000	PAYABLES - TRADE		3231.09			
Invoice Description --> ACRD - BWS PILOT WATER PROJECT \$518.85, BCWS PUMPHOUSE REPAIRS \$874.53, ELECT							
Total :				3231.09	0.00		3231.09
Supplier Total :				3231.09	0.00		3231.09
5423	WALCO INDUSTRIES LTD.						
000077-0004	31-Dec-2014	Issued	267	T			714.00
26974	01-4-2500-000	PAYABLES - TRADE		714.00			
Invoice Description --> BWS - PILOT TESTING - SLUDGE FROM HOLDING TANK - CAPITAL							
Total :				714.00	0.00		714.00



Supplier : 0003 To 9999
Trans. Date : 01-Dec-2014 To 31-Dec-2014
Cheque Date : 01-Dec-2014 To 31-Dec-2014
Cheque No. : All
Batch No. : All

Bank : 1 To 3
Status : All
Medium :
 M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name									
Chq/Ref #	Cheque Date		Status	Batch	Medium	Debit	Credit			
Invoice No.	Account No.	Account Description					Amount			
Supplier Total :								714.00	0.00	714.00

5461	WATSON'S PAINT CENTRE 1996 LTD.									
36987	15-Dec-2014		Issued	253	C		1018.50			
6516	01-4-2500-000	PAYABLES - TRADE				1018.50				
Invoice Description --> ACRD OFFICE RENOS - INTERIOR PAINTING										
Total :						1018.50	0.00	1018.50		
Supplier Total :						1018.50	0.00	1018.50		

5521	WILSON, JIM									
37042	18-Dec-2014		Issued	262	C		240.00			
0902	01-4-2500-000	PAYABLES - TRADE				240.00				
Invoice Description --> ACRD - DIRECTORS GIFTS										
Total :						240.00	0.00	240.00		
Supplier Total :						240.00	0.00	240.00		

5537	WINDSOR PLYWOOD									
00074-0011	17-Dec-2014		Issued	252	T		0.33			
F8563A	01-4-2500-000	PAYABLES - TRADE				0.33				
Invoice Description --> SALMON BEACH - SECURITY										
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Supplier Total :						0.33	0.00	0.33		

5543	WL SOLUTIONS LTD									
00074-0012	17-Dec-2014		Issued	252	T		210.00			
2115	01-4-2500-000	PAYABLES - TRADE				210.00				
Invoice Description --> BCWS - SERVICE CALLS FOR STRICK ROAD TURBIDITY AND CL2 PUMP										
Total :						210.00	0.00	210.00		
Supplier Total :						210.00	0.00	210.00		

6020	ZONE WEST ENTERPRISES LTD									
36988	15-Dec-2014		Issued	253	C		1482.59			
42110	01-4-2500-000	PAYABLES - TRADE				1482.59				
Invoice Description --> SLVFD - FORMAL DRESS ATTIRE & UNIFORMS										
Total :						1482.59	0.00	1482.59		
Supplier Total :						1482.59	0.00	1482.59		

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 Page : 30
 Date : Jan 09, 2015 Time : 7:43 am

Supplier : 0003 To 9999
 Trans. Date : 01-Dec-2014 To 31-Dec-2014
 Cheque Date : 01-Dec-2014 To 31-Dec-2014
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer E=EFT-PAP T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description			Debit	Credit
Total Computer Paid :	448,905.97	Total EFT PAP :	233,736.34			Total Paid : 976,941.94
Total Manually Paid :	0.00	Total EFT File Transfer :	294,299.63			



Rezoning Application

TO: Russell Dyson, CAO and
Board of Directors, Alberni-Clayoquot Regional District

DATE: January 6, 2015

FROM: Mike Irg, Manager of Planning and Development

**Rezoning
Application:** RF14005

Owner(s): Island Corridor Foundation
Denis Francoeur Backhoeing Ltd.

**Legal
Description:** Lot A, BLOCKS 188, 398, 701, 775, 905, 1205, AND 1522, ALBERNI
DISTRICT, PLAN VIP67988; and BLOCK 1447, ALBERNI DISTRICT

**Address/
Location:** Cherry Creek Electoral Area, Near Lacy Lake

Electoral Area: "F" Cherry Creek

Recommendation: That the Regional Board:

1. Receive the staff report;
2. Proceed with first reading of Bylaw P1325 to rezone the subject properties to Forest Reserve (A4) District.
3. Pass the following resolution, "That the public hearing for Bylaw P1325 be delegated to the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional District."

Applicant's Intention: This rezoning is initiated by the ACRD. The original mapping prepared by the Province showed these two properties within the boundaries of the Nanaimo Regional District. During our cadastral mapping project and following a review of the letters patent, it has been confirmed that the properties are within the Alberni-Clayoquot Regional District boundaries as a result, staff has initiated this rezoning.

RF14005

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułuʔiłʔatḥ Government, Huu-ay-aht First Nations & Uchucklesaht Tribe
Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) & "F" (Cherry Creek)

Observations:

i) **Status of Property:** Lot A is the railroad line and is 7.1 hectares (17.71 acres). Block 1447 is 39.45 hectares (97.5 acres) and is located near the Cherry Creek Improvement District’s water intake. The property is partially logged.

ii) **Services:** These properties are not serviced.

Sewage Disposal: On-site Sewage Disposal

Water Supply: On-site. Not within a water service area.

Fire Protection: Not within a fire protection area.

iii) **Existing Planning Policies Affecting the Site**

Agricultural Land Reserve: Not in ALR

Official Community Plan: Within the Cherry Creek OCP area.

Zoning: The recommended zoning is Forest Reserve (A4) District

A4 District has the following regulations:

Minimum lot area:	40 acres
Minimum lot width:	660 feet
Minimum setbacks	
Front:	50 feet
Rear:	30 feet
Side:	15 feet

Comments:

The subject properties were incorrectly excluded from the ACRD and Cherry Creek Electoral Area when the ACRD was originally mapped by the Province in the late 1960’s. The ACRD letters patent correctly include these two properties in the ACRD. The error was discovered when our cadastral mapping project was recently undertaken. ACRD staff had initial discussions with staff at the Ministry of Community, Sport and Cultural Development. The Province’s position is that the ACRD should apply zoning to the subject properties.

Staff met with the owner of Block 1447 and explained the mapping error. The owner agreed that the ACRD would zone the property Forest Reserve (A4) District and that this would be an ACRD initiated zoning. This staff report and bylaw will be forwarded to the two property owners.

To expedite this zoning, staff recommends that the Board give first reading at the January 14th Board Meeting and then staff will refer to the Cherry Creek APC as well as send the referral package out to the appropriate referral agencies. All comments will be available before a public hearing is held and included in the public hearing minutes.

Submitted by:



Mike Irg, Manager of Planning and Development

Reviewed by:



Russell Dyson, CAO

Blk. 188

L.290

PLAN 113 R

RDN
ACRD

VR6/983

(E & N)

3200
Clayton

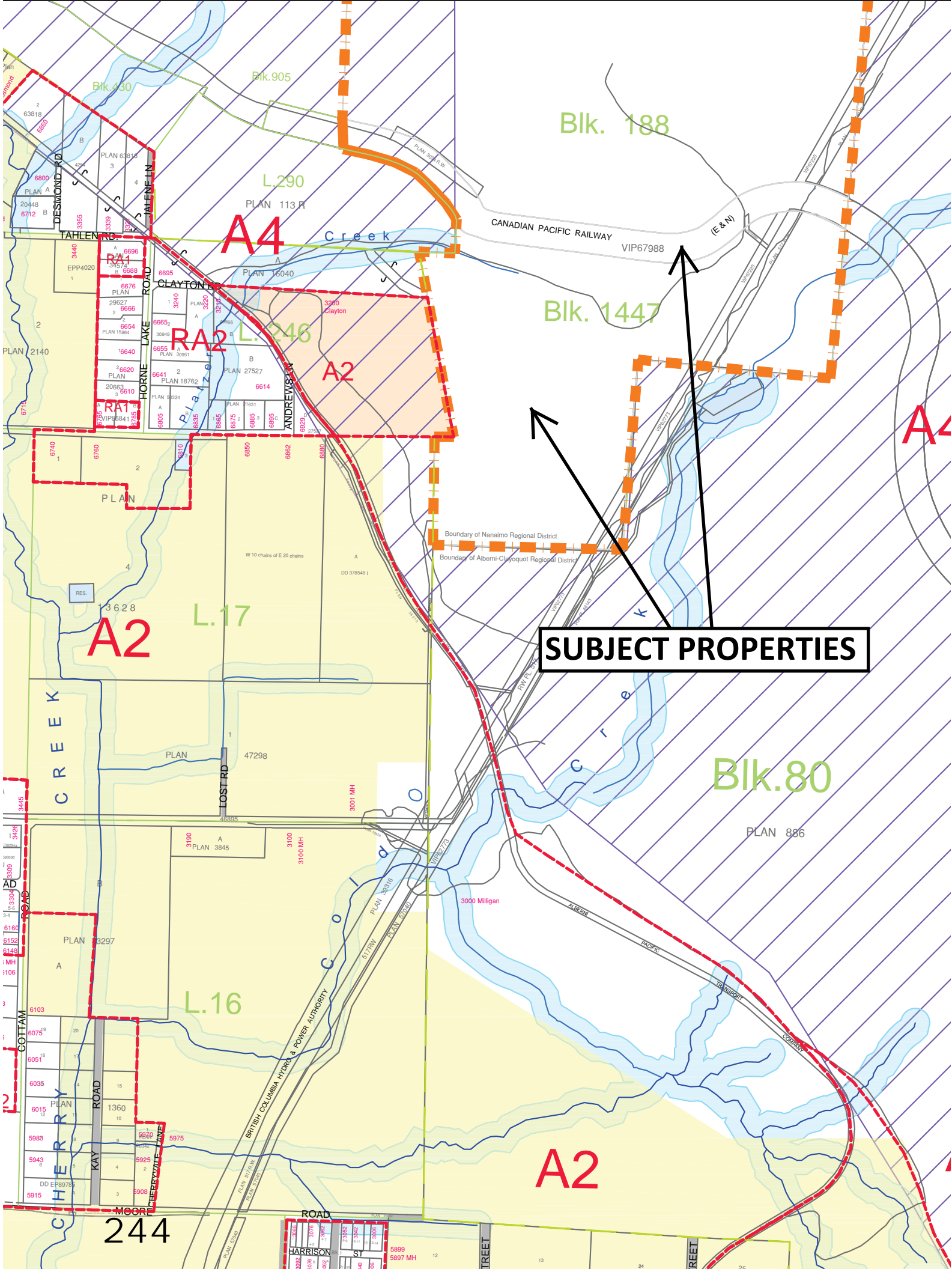
Blk. 1447

Blk.80

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1:10





SUBJECT PROPERTIES

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1325

OFFICIAL ZONING ATLAS AMENDMENT NO. 677

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 890 and 894 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1325.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by zoning: BLOCK 1447, ALBERNI DISTRICT and PART OF LOT A, BLOCKS 188, 398, 701, 775, 905, 1205 AND 1522, ALBERNI DISTRICT, PLAN VIP67988 to Forest Reserve (A4) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of , 2015

Read a second time this day of , 2015

Read a third time this day of , 2015

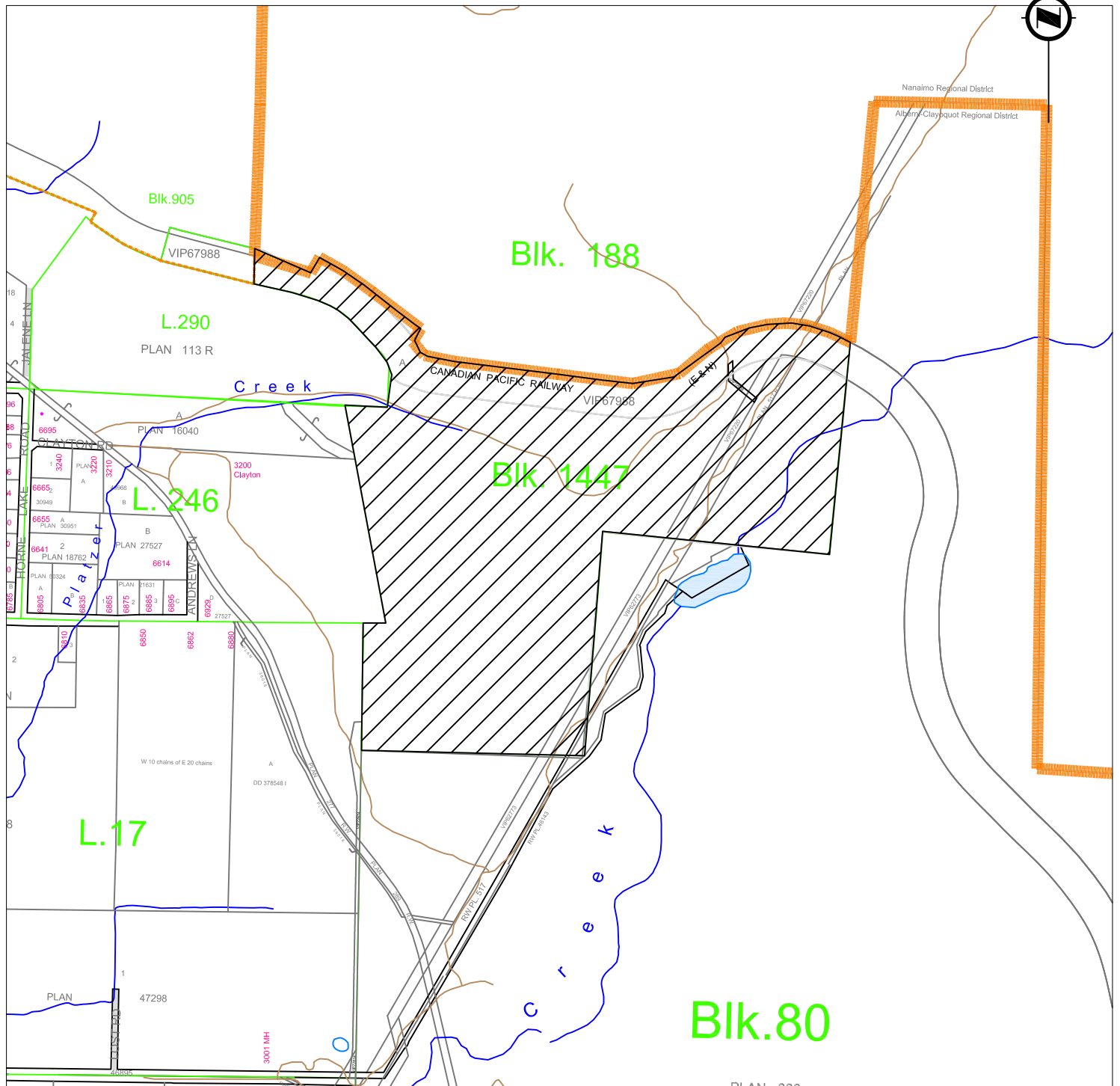
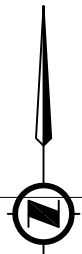
Adopted this day of , 2015

Russell Dyson, CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1325



Legal Description: BLOCK 1447, ALBERNI DISTRICT and Part of LOT A, BLOCKS 188, 398, 701, 775, 905, 1205 AND 1522, ALBERNI DISTRICT, PLAN VIP67988



To be zoned to Forest Reserve (A4) District



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT





REQUEST FOR DECISION

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Alex Dyer, Planner

Meeting

Date: January 13, 2015

Subject: Abattoir Feasibility Study

Recommendation:

THAT the Board of Directors provide \$5,000 in matching funds and a letter of support for an Abattoir Feasibility Study grant application to the Investment Agriculture Foundation of BC Local Government Agricultural Planning Program.

Desired Outcome:

To submit a successful grant application to the Investment Agriculture Foundation of BC Local Government Agricultural Planning Program to complete a feasibility study for the establishment of a local abattoir in the Alberni Valley.

Summary:

The IAFBC Local Government Agricultural Planning Program provides funding primarily to local governments to support the development of agricultural area plans but it also provides funding for agricultural viability studies, development of agriculture strategies and the implementation of specific activities at a community or regional level. These types of implementation projects are considered on a case-by-case basis. The program provides matching funding up to 50% of the project costs. The grant application would be for a total project cost of \$10,000 to complete a feasibility study for the establishment of a local abattoir in the Alberni Valley. The deadline for submission is February 13, 2015.

Background:

The *Gardens on the Go* agricultural support workers that have been contracted by the Regional District have been in contact with Ministry of Agriculture staff on grant opportunities. With the Ministry's guidance we have identified this grant program as an opportunity to investigate the feasibility of a local abattoir.

The Agricultural Development Committee has identified the absence of a local abattoir as an obstacle in the development and growth of the forage based livestock industry in the Alberni Valley and the West Coast. The closest licensed abattoir facilities for red meat, pork and sheep are located in Courtenay and Nanaimo which has resulted in additional transportation and storage costs for the producer. There is a licensed poultry facility located in the Alberni Valley.

The feasibility study would look at whether there is enough animal production in our area to support a profitable abattoir. It may result in a recommendation that an abattoir would not be profitable however it would provide a clear direction forward and determine the level of animal production required to warrant a local abattoir for red meat, pork and sheep. There are examples of community partnership abattoirs in the province that would aid in the assessment of feasibility.

The realization of an abattoir for local farm products would work toward satisfying primary goals of the Alberni Valley Agriculture Plan including encouraging growth of forage based livestock products, reducing operator costs and improving the productivity of the land base.

Time Requirements – Staff & Elected Officials:


There would be minimal staff time required to assist with the grant application submission.

Financial:


The \$10,000 grant application would require 50% matching funds totaling \$5,000 which would be paid out of the Agriculture Plan Initiatives budget.

Policy or Legislation:

In 2004, the province introduced the Meat Inspection Regulation (MIR) of the *BC Food Safety Act*. The regulation established a meat inspection and licensing system directed by the Ministry of Health which requires that all meat produced for sale for human consumption in the province passes through a licensed facility. Meat from a provincially licensed facility can only be sold within BC while federally registered facilities allow producers to export their meat outside the province.

Submitted by: 

Alex Dyer, Planner

Reviewed by: 

Mike Irg MCIP, Manager of Planning and Development

Wendy Thomson

Wendy Thomson, Manager of Administrative Services



**Investment
Agriculture
Foundation**
of British Columbia

Helping Communities Plan for an Agricultural Future



The Township of Spallumcheen (2006), the District of Lake Country (2008) and the District of Summerland (2008) have agricultural area plans in place.

The Investment Agriculture Foundation of BC (IAF) has increased the level of funding accessible through its Agricultural Area Planning Program, from \$30,000 to \$45,000. According to IAF chair, Stuart Wilson, this timely change is intended to encourage the development of more plans and reflect the increased cost of planning since the program began in 1999.

“One of IAF’s corporate priorities is to facilitate dialogue on rural-urban issues. Agricultural area plans are a vital component of this, ensuring that local governments and the agricultural community work together to develop a shared vision for the future of agriculture.” said Wilson. “By increasing available funds, more communities will be able to develop practical and viable solutions to rural-urban issues and identify opportunities that benefit both agriculture and the community.”

Matching funds are available for communities wishing to develop an agricultural area plan

or update an outdated plan. Eligible applicants include municipalities, regional districts, local trust committees of the Islands Trust, or an alliance between a local/regional government and an agricultural organization.

Allan Patton – author of rural Oliver’s 2008 agricultural area plan and a member of the Okanagan-Similkameen regional district’s agricultural advisory committee – notes the program has been well-received by community leaders.

“IAF’s money is very well spent,” said Patton. “Communities in other areas of our regional district have expressed interest in developing and implementing their own plans. Increased funding will certainly make this even easier.”

Funding may also be available to carry out agriculture viability studies, develop agriculture strategies, conduct arability studies and carry out foodshed analyses, as well as the implementation of specific activities at a community or regional level. These types of projects, what IAF calls pre-plans and implementation projects, will be considered on a case-by-case basis.

When local governments and the agricultural community work together to develop a shared vision, everybody benefits.

THE BENEFITS OF PLANNING FOR AGRICULTURE

For local governments, the benefits of developing an Agricultural Area Plan can be expected to include reduced urban/rural conflict, improved local economic activity from farming, consistency with provincial policy and legislation, and sustainable communities with balanced economic diversity. Agricultural issues and the impact of decisions on the business of farming will be better understood by those charged with local planning and bylaws.

EXPECTED OUTCOMES

The overarching expected outcome of an Agricultural Area Plan is that it be formally adopted and used to guide implementation activities. It is expected that land-use plans applied to farmland will be developed from a distinctly agricultural perspective.

AGRICULTURAL AREA PLANS

Eligible Activities:

- Inventory work to enhance the understanding of agriculture land use and farming activities
- Identification of issues and opportunities of importance to the farm community
- Determination of the potential impacts of planning and regulatory proposals on the farming community

- Developing community-based strategies to address issues and opportunities of importance to the farm community
- Defining outcomes or performance measures to ensure that agricultural planning goals and objectives are clearly understood and monitored and actions are taken to ensure their effective implementation
- Developing ongoing consultative links with the farm community

Available Funding: IAF will match cash contributions by local governments, agricultural organizations or other eligible sources to a maximum of \$45,000.

Plan Updates: Applications to fund Agricultural Area Plan updates will be considered: (1) within 36 months after an Official Community Plan has been updated and approved; or (2) when conditions that substantially affect the existing Agricultural Area Plan have changed and a case is made for an immediate update via letter of intent prior to applying.

PRE-PLANS and IMPLEMENTATION PROJECTS

Certain types of activities that a community wishes to carry out before developing an Agricultural Area Plan (such as agriculture viability studies or agriculture strategies) and the implementation of specific activities identified in an Agricultural Area Plan will be considered on a case-by-case basis.

Eligible Activities: Talk to us about what types of activities are eligible. Agricultural Area Plans must be adopted before submitting an application for implementation project funding.

Available Funding: Funding is provided on a matching basis.

WHO CAN APPLY?

Applications are normally made by a municipality, regional district or local trust committee of the Islands Trust.

Applications from an alliance between a local government and an agricultural organization will also be considered. IAF expects applicants to have a steering committee (Agricultural Advisory Committee) in place at the time of application. The committee's role should include overseeing both development and implementation of the Agricultural Area Plan. Committees are expected to involve the agriculture community and include a representative from the Ministry of Agriculture and Lands.

SUCCESSFUL APPLICATIONS

IAF is looking for applications that:

1. Lead to the development of a shared vision and the implementation of a plan for agriculture in the community.
2. Describe the role of the Agricultural Advisory Committee in plan development and implementation



Salt Spring Island's agricultural area plan was finalized in 2008.





The Regional District of Okanagan-Similkameen completed a plan for rural Oliver in 2008.

3. Describe the expected outcomes and clearly identify the critical steps required to achieve these outcomes.
4. Identify how the results of the planning process will be used to:
 - Ensure the inclusion of the Agricultural Advisory Committee on an on-going basis in local government plans, bylaws and regulations
 - Develop a shared vision of agriculture in the community
 - Enhance agricultural opportunities in the community
 - Lessen the potential for land-use conflict
 - Integrate agriculture with other priorities within rural areas

Note: IAF is unable to fund activities that started before an application was approved.

MORE INFORMATION

The Ministry of Agriculture and Lands and the Agricultural Land Commission have Provincial Agri-Teams available to assist local governments with agriculture planning. For more information, visit the ministry's Strengthening Farming Program website (www.agf.gov.bc.ca/resmgmt/sf/) or contact:

Jim LeMaistre	T: 604.556.3106 E: Jim.LeMaistre@gov.bc.ca
Bert van Daltsen	T: 604.556.3109 E: Bert.vanDaltsen@gov.bc.ca

Contact the Investment Agriculture Foundation before commencing the application process:

T: 250.356.1662 E: funding@iafbc.ca

Tips for Creating a Successful Plan

1. Plan ahead
2. Involve the Ministry of Agriculture and Lands' Strengthening Farming Program early in the process, as they can provide advice and assist with activities such as mapping and land-use inventories
3. Contact IAF early in the process for advice on preparing an application for funding
4. Seek support from local authorities to develop the plan
5. Ensure you have adequate resources to manage the project, including an experienced project manager
6. Have a steering committee in place to oversee the project, ideally an Agricultural Advisory Committee
7. Ensure the committee includes representatives from your local agricultural community and the Ministry of Agriculture and Lands
8. Identify and confirm sources of funding
9. Find a qualified consultant with experience developing Agricultural Area Plans for other communities ... and check their references
10. Allow adequate time for community consultation, dialogue and reviews of draft plans and be sure to schedule events and meetings around farmers' operations (allow 15 to 24 months)
11. Ensure the plan includes a multi-year workplan that identifies what activities, costs, partners and action items will achieve the desired outcomes
12. Submit the plan to local authorities for formal adoption
13. Keep the committee in place to oversee implementation of the plan

Is **Agriculture** in **Your** Community's Future?



**Investment
Agriculture
Foundation**
of British Columbia™

We Can Help You Plan For It!

Up to \$45,000 is available to develop an agriculture area plan or revise an outdated plan. Visit our website or contact us to find out more!

www.iafbc.ca/ag-plans

T 250.356.1662 E funding@iafbc.ca

The Investment Agriculture Foundation is a not-for-profit organization that strategically invests federal and provincial funds in support of innovative projects to benefit the agriculture and agri-food industries in British Columbia.



Program funding provided by:

Canada



What Communities Have to **Say**...

"The island was facing a lot of challenges from all directions, from development pressures to the high cost of land to the lack of infrastructure to support agricultural endeavours. [The farming community] decided it was time to look at what we could do in a more organized manner. There is a desire to farm but for many, it is prohibitively costly."

*Anne Macey
Island Natural Growers
Salt Spring Island*

"Given that 80% of Spallumcheen is in the Agricultural Land Reserve, it was important to ensure that we were taking the right steps towards fully utilizing these areas. The plan has served as a tool for existing and long-term land-use planning to ensure that agriculture remains as a backbone in our township."

*Councillor Dave Brew
Agricultural Advisory Committee
Township of Spallumcheen*

"The plan outlines the contribution agriculture makes to both the economics and ambience of Summerland, and gives agriculture a higher profile in the community."

*Lloyd Christopherson
Chair, Agricultural Advisory Committee
District of Summerland*

"The face of agriculture is changing. Agriculture is central to our community. With more and more people buying farmland, this plan is highly necessary to avoid conflict."

*Roger Bailey
Chair, Agricultural Advisory Committee
District of Lake Country*



Agricultural Support Workers
Connie Kuramoto, Gardens on the Go
Anna Lewis
Heather Shobe

Report for Month Ending **November 30, 2014**

Drafted and Compiled by Heather Shobe

ACRD Agricultural Support Workers Report, November 2014

Summary of Project

The Agricultural Support Worker Team was contracted by the Alberni-Clayoquot Regional District in September, 2014 to assist with implementation of the 2011 Agricultural Plan.

The following were identified by the ACRD as the key initiatives for the current phase of the project.

- A. Realizing Improvements to Farmers Markets
- B. Identifying Opportunities Through Farm Gate Sales
- C. Developing Local Marketing Opportunities in the Alberni Valley, on the West Coast and Across Vancouver Island
- D. Including Shellfish Growers in Local Agricultural Initiatives
- E. Identifying and Securing Grant Opportunities

Scope of Report

This periodic activity report;

- 1) Contains an overview of the activities carried out during the reporting period
- 2) Offers an overview of next steps and upcoming actions
- 3) Describes progress in relation to the project objectives, milestones and deliverables and identifies any required changes to the project or timeline
- 4) Identifies any support measures, key info or key decisions required by the ACRD

Section 1: Overview of Activities

General

The team focused on public outreach, networking with community organizations and data collection.

Public Outreach Event

The project was introduced to the public at a Fruit Pressing Event hosted by Arrowvale Farm on November 1st. Various media outlets, as well as about 35 members of the public, attended the introduction which included a power point presentation and question/answer period.

Farmer Surveys

- A Farmer Survey was sent out by ACRD staff to BC Assessment registered farm status farms

ACRD Agricultural Support Workers Report, November 2014

- Advertising for the project and related surveys secured in the Dec/Jan edition of Island Farm and Garden Magazine
- Press releases issued to notify media outlets of the survey and to solicit responses to it from small/non-registered producers
- Copies were handed out in person to small and larger producers at both Farmers Markets and request for feedback and communication established
- Introduction to the project and copies of the survey for completion sent to non-registered farms and producers both in the Alberni Valley and on the West Coast (including Tofino, Ucluelet and Bamfield)
- Feedback and data beginning to be collected and analyzed.
- Initial Feedback includes
 - Positive response to project in general and a desire for more governmental support for the industry.
 - A local abattoir remains a priority for many

Food Buyers Surveys

- Restaurant Surveys were drafted and distributed, and interviews conducted with Restaurants, Wholesalers and Distributors in Ucluelet, Tofino, Bamfield and the Alberni Valley
- Introductions to project were given and contacts generated
- Initial feedback includes
 - High interest in local foods, with less attention to price on West Coast than in the Alberni Valley
 - Demand for local product in West Coast communities is high.
 - Bobby Lax with the Tofino-Ucluelet Culinary Guild appears to be the best local food source for restaurants on the West Coast however lay people report a lack of access to the service due to cost and scale.
 - Cody Naples at Solidarity Foods in Ucluelet is another active local food wholesaler

Alberni Agricultural Development Committee

- Members of the team attended a introductory meeting with the Alberni Agricultural Development Committee on Nov 18th where the project was introduced and feedback and direction from members solicited
- Next meeting is set for Jan 13, 2015 with a commitment made to further meetings monthly.
- Consensus was that new members needed to be recruited, including farmers and representatives from West Coast communities.
- The committee passed a motion brought forward by the team to support the Shared Services Project that Jenny Horne from VIU is working on. The project would see a regional Extension Services Officer for the central Island region.
- The team brought forward an opportunity to participate in a regional dialogue on Nov 26 with the Real Estate Foundation and BC Sustainable Food Systems Working Group in order to help identify and prioritize our needs as a region and identify grant opportunities. Following the meeting Alex Dyer committed to attend.

ACRD Agricultural Support Workers Report, November 2014

Networking, Alberni Valley Transition Towns

- There has been a significant amount of networking done with the Alberni Valley Transition Town Society.
- The Society is currently undergoing a significant shift in operations and increase in activities and profile.
- They have recently solicited a paid staff member and efforts will be ramped up to secure grants for office space and local projects including a community kitchen, farm store, gleaning project, school garden project and a tool lending library
- AVTTS is interested in partnering with the ACRD in these and various other projects
- Relevant to the team in particular was the overlapping interest in food security and agricultural endeavors
- New mission and values statement to be released and a membership drive held in December

West Coast and Island-Wide Networking

- The team spent two days in the West Coast communities of Tofino and Ucluelet on Nov 5/6th in conjunction with a 3 day food connections conference sponsored by VIHA and Connie attended the Virtual Food Connections Conference Nov 19
- Funding opportunities and relevant model organizations and projects were identified
- All 3 members attended a 'Bridge Building' workshop focused on building connections with First Nations and traditional foods.
- The team visited local restaurants, making connections with and delivering surveys to various food buyers.
- In addition to food buyers, relationships were established with Alberni Clayoquot Health Network, seven Vancouver Island Food Security Hubs, Tofino Mayor Josie Osbourne, school garden coordinators on West Coast, West Coast farmers, Tofino Community Food Initiative, Coastal Family Resource Coalition, Tofino Community Garden, Jenny Horn (VIU), VIHA staff

Internet/Social Media

- Continued updates to [project website](#)
- Established a [Facebook page](#) for the project

Grants and Opportunities

- Grant opportunity identified with the Investment Agriculture Foundation of BC to draft feasibility study for local abattoir. Next step is letter of intent prior to formal application due February 13, 2015
- Comprehensive list of applicable and relevant grants being generated.

Section 2: Next Steps and Upcoming Activities

1. Meet with Pat Deakin, City of Port Alberni, December 5th to identify city owned real estate opportunities for a farmer's market, community farm and/or farm store

ACRD Agricultural Support Workers Report, November 2014

- possibly in joint effort between AVTTS and ACRD. Will also discuss partnership with and other available resources of City of Port Alberni towards agricultural endeavors.
2. Meeting December 2nd with Rick Major of the Alberni Valley Times and members of Alberni Valley Transition Towns Society to discuss procedure for the creation of a revamped Farmer Directory for publication in Spring, 2015
 3. Farmer's Institute party on Dec 7th. Will request/remind people to fill in the farmer survey, request more members for the Ag Dev. Committee.
 4. Solicit Agricultural Development Advisory Committee members from West Coast
 5. Draft letter of intent for Investment Agriculture Foundation of BC grant
 6. Identify and apply for a grant to create a local food marketing package for ACRD restaurants/distributors. The grant would cover costs of creating promotional material, including table cards for restaurants highlighting local producers/food, door stickers/posters/signage (ie: we buy local food) a local whats-in-season guide, t-shirts and other.
 7. Continue soliciting surveys and stakeholder feedback, analyze data and draft reports/recommendations
 8. Meet with representative from Shellfish industry
 9. Meet with AVTTS to identify opportunities for joint projects and reduce redundancy

Section 3: Progress relative to proposed objectives and deviations required

Progress

- Generally on track with projected outcomes to date though project started significantly later in the year than proposal indicated.
- Limited contact with shellfish producers as of yet however new relationships developed with other West Coast stakeholders, particularly the Kelp industry

Deviations Required

- Anticipate a longer than anticipated duration, due to delays in initial meeting with ACRD staff and delays to mail-out of Farmer Survey
- No changes to budget anticipated

Section 4: Items Required from ACRD

1. List of Registered BC Assessed Farm Status farms, for creation of database and compiling results of and analyzing Farmer Survey
2. Results of 2012 Household Food Survey for analyses
3. Input/Recommendations for West Coast Representative/s on the Agricultural Development Committee and confirmation that the person/s would receive compensation for travel/mileage
4. Forwarding of this monthly report to Agricultural Advisory Committee members



Agricultural Support Workers
Connie Kuramoto, Gardens on the Go
Anna Lewis
Heather Shobe

Report for Month Ending **December 31, 2014**

Drafted and Compiled by Heather Shobe

ACRD Agricultural Support Workers Report, December 2014

Summary of Project

The Agricultural Support Worker Team was contracted by the Alberni-Clayoquot Regional District in September, 2014 to assist with implementation of the 2011 Agricultural Plan.

The following were identified by the ACRD as the key initiatives for the current phase of the project.

- A. Realizing Improvements to Farmers Markets
- B. Identifying Opportunities Through Farm Gate Sales
- C. Developing Local Marketing Opportunities in the Alberni Valley, on the West Coast and Across Vancouver Island
- D. Including Shellfish Growers in Local Agricultural Initiatives
- E. Identifying and Securing Grant Opportunities

Scope of Report

This periodic activity report;

- 1) Contains an overview of the activities carried out during the reporting period
- 2) Offers an overview of next steps and upcoming actions
- 3) Describes progress in relation to the project objectives, milestones and deliverables and identifies any required changes to the project or timeline
- 4) Identifies any support measures, key info or key decisions required by the ACRD

Section 1: Overview of Activities

General

The team focused on data collection and grant/project research.

Details of the Farmer and Buyer Directory project were confirmed. Real Estate options for a new Farmers Market site were explored. One grant application was completed and two others investigated in depth, with recommendations made for their completion. Feedback and information was gathered from a variety of sources including the Farmers Institute and the Shellfish industry.

Farmer Surveys

- Paper copies of the Farmer Survey and project info placed at Shar-kare and Beaver Creek Market.
- Responses solicited from small, unregistered farms, including on the West Coast.
- Feedback and data collected with preliminary analyses

Food Buyers Surveys

- Feedback solicited from restaurants, distributors and retailers in the Alberni Valley, West Coast and on Vancouver Island.
- Of note-
 - James from Alberni Health Market is interested in using his store front and considerable fridge space for local food distribution, collection and/or sales.

ACRD Agricultural Support Workers Report, December 2014

- ACAWS (Alberni Community and Women Services) is working to develop a social enterprise/local food store on 3rd avenue. A meeting with a team member is pending in early January to see how this may benefit local farmers.
- Excellent general support of the 'What's on Your Fork?' logo and initiative
- 100% interest in a Farmer and Buyer Directory and about 50% interest in a web-based ordering platform.

Farmer Directory/Buyers Directory

- Met with Rick Major of AV Times and Edna Cox/Charles Thomas of Alberni Valley Transition Town Society
- AV Times will publish a magazine style Farmer Directory in April 2015, similar to the Comox Growers Guide, to be published in the AV Times and other Central Vancouver Island and West Coast communities
- Interest from various Island publishers for a Vancouver Island Farm Directory as well
- AV Times will
 - Recruit advertising, create a letter of introduction to the project with rate card
 - Do all formatting and publishing of the directory, with input from ACRD and AVTTS
- ACRD and AVTTS will assist with content/editorials, recruiting farmers and collecting farmer data/write-ups and including West Coast residents and projects.
- Rick Major estimates a 32 page document, with 15,000 copies printed with a total budget of \$8-10,000.
- In addition, the AV Times is willing to include a 4-5 page Buyer's Directory section at the end of the Directory. The ACRD is responsible for the content and it will increase production costs slightly. Rick Major really liked the idea and is considering bringing it to other island publishers in order to create an Island-Wide directory. The shorter, local version will include-
 - Listings of restaurants/retailers/wholesalers etc who are willing to buy directly from farmer and including; the products they are looking for, how to contact them and their purchase requirements (minimum amounts/delivery methods/consistency/variability etc)
 - General Tips for marketing to restaurants/retailers
 - A preamble article about the 'What's on Your Fork' initiative
 - Ads from restaurants listed as local food buyers
- A second meeting was held with AVTTS members to decide on content and work sharing. Proposed editorials include articles on urban agriculture (Mike Ruttan), Youth in Agriculture (Makenna Cyr), The 5 N's of Buying Local - Nearby, Natural, Neighborly, Nutritious, Naked (without packaging!), preserving the harvest, ecologically sound growing practices and others. The publication will also include a map, agricultural events calendar and info about/links to other relevant community initiatives.
- ACRD will solicit Farmer Submissions and was asked to assist with the creation of a map.
- The AV Times will promote this Farmer Directory heavily and there is interest by both the AV Times and AVTTS in introducing it at a local celebration of food, possibly on the Earth Day weekend in April (Sat. April 25).

City Of Port Alberni - Land Accessibility for Farmers Market

- There has been considerable interest in establishing a new Farmers Market location within the Regional District, specifically along the Highway 4 corridor.
- A team member met with Pat Deakin, Economic Development Manager for the City of Port Alberni, to assess real estate options.

ACRD Agricultural Support Workers Report, December 2014

- Five privately owned and three city owned properties were identified and discussed.
- The two most favorable options were Stirling Field (the current Dog Park) and the 17 acres behind Extra Foods. Both are City owned property; costs would be substantially lower than purchasing private property.
- Stirling Field
 - The City of Port Alberni is reportedly amenable to moving the Dog Park.
 - The City of Port Alberni, Port Authority and two First Nations communities conducted a ['Waterfront North' study](#) (see page 53 of the report) in 2014 which recommends a tourist attraction, park, cultural center and/or educational center on the site.
 - West Coast Aquatic investigated the location for a building project and may have information about completed studies and/or the financial needs of the site. Details pending.
 - Great location for a new Farmer's Market building with good highway visibility and a significant amount of space. A portion of the field could be converted for parking.
 - Access from highway is not great and may need highway improvements including a turning lane and installation of traffic light at River Road.
 - Further discussion with Scott Kenny (Director of Parks and Recreation) about available services pending.
- 17 Acres behind Extra Foods
 - The property is in the Agricultural Land Reserve.
 - The City of Port Alberni has an agreement with the Agricultural Land Commission that they will clear and stump, and install drainage and water to lot line if an agricultural lease is secured on the property. This was part of the 8 conditions placed on it when the City of Port Alberni pulled the Extra Foods property out of the ALR.
 - Past applications for a nursery/tea house and an RV park have been denied from Agricultural Land Committee.
 - The property could have significant value for the expansion and promotion of local agriculture. With appropriate signage, it could be well sited to be a tourist draw from the highway.
 - A comprehensive mixed-use plan could include a model educational facility including a farming/forestry interpretive center with interpretive trails (possibly in partnership with the Community Forest Society and North Island College), a community farm and/or greenhouses, community garden, an agri-tourism operation featuring livestock and a composting facility.
 - The property could become a showpiece example of partnership agroforestry projects and for using sustainable, regenerative and water conserving agroforestry techniques. See Sandown Racetrack, under 'Review of Documents' below.
 - Using the site would certainly put an end to the rumors circulating around it!
 - Accessibility/visibility from highway would need improvement.
 - This would be a notable community project and require substantial funding.

Farmer's Institute AGM

- A team member attended the Farmers Institute AGM and dinner on Dec 7th, speaking to the project and collecting feedback.
- New designates to the Agricultural Development Committee were proposed by Farmers Institute members - Makenna Cyr, Jan Carter, Gary Swann and Cathy Burkosky.
- Beef/sheep prices very high (historical) right now.

ACRD Agricultural Support Workers Report, December 2014

- Consensus was that farmers can not meet demand right now for meat/vegetables or other products. This was addressed specifically concerning our project. There is concern with focusing on marketing when farmers are not able to keep up with demand at present. Farmers see a need for increasing production and recruiting new farmers more than a need for generating new markets.
- A resolution that the FI recommend to the ACRD and City of Port Alberni that the Valley be made a pesticide-free zone will be brought up at the next meeting in Jan/Feb.
- Following the dinner the team recommended, via email, that the ACRD send official Agricultural Development Committee invitations to those individuals identified.

Cowichan Green Community Workshop

- A team member attended a workshop in Duncan - 'Making Hay While the Sun Shines'.
- The workshop focused on understanding the impact of regional and local marketing and branding programs and featured speakers Clemens Rittich, Carol Taiji, and Greg McLaren.
- Workshop presenters went into depth on the importance of the use of social media to market in today's market atmosphere. Consumers want to know the story of their food, and this is the marketing technique that is currently most successful.
- The demographics of social media were also explained. Middle aged consumers, especially woman, who do most of the food buying are most likely to relate to postings on Facebook, while younger people relate more to postings on Twitter, Instagram, and Pinterest.
- The event also featured a panel with local farmers, a newly formed producers' co-op, farmers' groups, and other experts.

General Networking

- In addition to stakeholders listed elsewhere, the team met and/or corresponded with members of the Agricultural Development Committee, real estate professionals, Farmers Markets representatives, First Nation representatives, shellfish experts, website creators and West Coast community representatives.

Review of Relevant Documents, Grants, Policy and Organizations

- [Kootney Coop](#)
 - Local food coop in Nelson
 - Requested and received some of their documents which will be useful in our buyer directory.
- [Sandown Racetrack-](#)
 - 83 acres was given to municipality in exchange for taking 12 acres out of ALR to put in a mall.
 - The property is to be 'a community legacy for the purpose of agriculture'.
 - It was approved in Mar 2014 after an initial application in 2011.
 - So far it appears they are taking steps to increase the agricultural potential of the land (importing topsoil). No comprehensive plan for the property yet done.
- [Panama Flats](#)
 - Saanich purchased the land in 2011 to preserve it for park and ecological reasons.
 - They plan to put it in into the ALR and a concept plan has been created.
- [Haliburton Farm](#)

ACRD Agricultural Support Workers Report, December 2014

- 9 acres purchased by Saanich and operated as a Community Farm (one of only 14 in Canada) after threat of rezoning for housing.
- 6 different businesses operating under the umbrella of the farm, under lease with Saanich.
- BC Coop Association
 - Interesting opportunity for a [Food Hub Co-op](#)
 - No response received as of yet to further inquiry.
- Ministry of Agriculture, [Strengthening Agricultural Program](#)
 - Possibility for a [GIS and Agricultural Land Use Inventory](#) Project for the Alberni Valley.
- ACRD Household Food Survey, 2013
 - 27% of respondents purchased foods at Farmers markets
 - 20% purchased directly on farm
 - 70% had a garden
 - quality and cost most important factors concerning buying local food
 - farmers markets, elementary school food education, community gardens and greenhouses widely supported
 - recommended offering more courses on growing food, seed saving, gardening,
 - 43% would let someone use their land to grow food in exchange for food and 89% would do it in exchange for money

Shellfish

- The shellfish industry appears to be struggling.
- The industry is experiencing huge setbacks with the increasing acidification of the oceans. Seed production is particularly affected with acidification.
- The identified shellfish growers in the Bamfield region seem to have established markets however there are reported to be limited sites available for production in Barkley Sound and Alberni Inlet.
- The team is putting together a short shellfish growers telephone survey to further investigate if there are ways we can involve this industry in agricultural initiatives. Funding may be available through the "Buy Local" Funding.

Internet/Social Media

- Continued updates to [project website](#) and [Facebook page](#)
- A [Twitter Page](#) and a [Pinterest](#) page were also set up to address younger audiences. Posts on these pages include information about farming, Community Events, grant opportunities, and recipes for local food.

Upcoming Event for Local Farmers 'Outstanding in Their Fields'

- The team has applied for a grant to host a workshop and speaker event for ACRD farmers and other stakeholders on March 8, 2015
- The event would be funded 100% by Strategic Outreach Initiative Funding through the Growing Forward Two program with the exception of a catered lunch for participants.
- The application was for a \$5000 grant, with an additional \$500 contribution from the ACRD for lunch and refreshments.
- The event will be held at North Island College campus in Port Alberni.

ACRD Agricultural Support Workers Report, December 2014

- There will be a minimum of four speaker sessions, including a round table or forum type discussion on improvements and options for Farmers Markets.
- Tentative speakers are Young Agrarians of BC (land leasing opportunities), Saltspring Community Abattoir, Brent Warner from Farm Management Canada, Jon Bell from the BC Farmers Market Association, a representative from the Pemberton Barn Project.
- This will be an excellent opportunity to bring regional farmers together for a day long educational and networking opportunity and a facilitated discussion of Farmers Markets.

Grant Opportunity - Buy Local Program

- Investment Agriculture Foundation - [BC Government Buy Local Program](#)
- This is a 'matching funding' grant with the purpose of 1) Increasing use of British Columbia's agriculture, food and seafood sectors in the domestic marketplace and 2) building consumer preference, demand and sales for BC agrifoods sold within the province.
- This grant could leverage ACRD funds to create a variety of promotional material for the local agricultural sector.
- ACRD would be considered local government (not a non-profit) in such an application and could not be the primary applicant for Buy Local Funding.
- The ACRD could however, participate in a joint application where an individual BC agrifoods producer, processor, and/or firm is the lead applicant in the joint application and directly benefits from the co-marketing strategy.
- Eligible applicants can also be agrifoods producers or processors, including shellfish producers, as well as other value-chain members such as retailers, distributors, hotels, restaurants, and other businesses or non profits.
- Floriculture and nursery businesses registered in BC are eligible so Gardens on the Go would qualify.
- Other partnership options would include the Farmer's Institute, Chamber of Commerce (from any/all ACRD communities, Alberni Valley Transition Towns Society, ACAWS, TUCG or any ACRD Farmer's Market
- This funding could be sought with either a very small application (restaurant table cards, door stickers/posters, decals, t-shirts with the 'What's On Your Fork?' logo) or with a comprehensive marketing and promotional strategy including website upgrades, a web based platform, TV spots, and/or events.
- The project could help bridge Alberni Valley and West Coast food initiatives and producers and develop the 'What's on Your Fork' regional brand.
- Recommend discussion of this funding possibility take place at the Agricultural Development Committee meeting January 13 and suggestions for going forward be brought to the ACRD Board, including a request to identify the amount of matching funds that could be made available.
- Rick Major at the AV Times has also been notified of this opportunity with reference to the Farmer Directory. The grant could cover any cost of farmer listings and the buyer directory.

Grant Opportunity - Feasibility Study for Abattoir

- A local abattoir is a topic of high interest in the local agricultural community, and meat prices are at all time highs.
- We have identified a grant, [Investment Agriculture Foundation of BC Local Government Agricultural Planning Program](#), which would match funding for the ACRD to complete a feasibility study for establishment of a local abattoir.

ACRD Agricultural Support Workers Report, December 2014

- The deadline to submit the application Feb 13, 2015
- Estimated cost of a feasibility study is \$10,000, the ACRD would need to contribute \$5000 to the study.
- A quick decision from the ACRD Board of Directors is required in order to get the application in on time.
- Our preliminary research has identified some obstacles in establishing a profitable abattoir. It is possible that the feasibility study would result in the recommendation that we DO NOT proceed with an abattoir.
- Regardless, the study would likely collect significant and relevant agricultural data and provide a clear direction forward, as well as determining the level of animal production in the ACRD required for a profitable abattoir. It is advisable to gather data and engage farmers in this discussion.
- Obstacles to abattoir feasibility include a possible lack of adequate numbers of animals to turn a profit and the possibility that neither the ACRD, nor any provincial grant money, would be able to contribute to funding for the facility for risk of lawsuit from other island abattoirs.
- Mobile abattoirs have had even greater difficulty due to problems around lack of certified water, offal disposal, refrigeration, and ice making capabilities. Mobile abattoirs also require permanent approved docking stations at each location where they are used, which adds to the expense for each individual farmer.
- Two examples of community partnership Abattoirs are [Northwest Premium Meat Coop](#) and [Saltspring Abattoir](#). Both are reported to struggle financially.
- We have done a significant amount of correspondence with Jill Hatfield, Regional Agrologist, on this issue and obtained various documents including a 2005 Feasibility study for the Gulf Islands and a 2010 Livestock Production Study for Saltspring Island.
- Jill Hatfield suggested that a livestock numbers assessment could be completed and compared to the number of animals going through the Saltspring Island facility in order to make a preliminary judgement as to feasibility.
- A more detailed study could be ordered if warranted.
- Suggested timeline -
 - Get approval from Board for up to \$5000 of matching funding and submit application for feasibility study prior to Feb 13 deadline
 - Hear from Saltspring Abattoir and engage in discussion with farmers at Workshop event on March 8th
 - Conduct preliminary Livestock Assessment
 - If warranted, complete full feasibility study

Section 2: Next Steps and Upcoming Activities

1. Apply for abattoir feasibility study grant by Feb 13
2. Finalize details for Farmer Event March 8
3. Discuss strategy for taking advantage of a Buy Local Project grant application.
4. Send out notices to farmers RE: Farmer Directory submissions, upcoming workshop event, creation of an internal ACRD farmer database
5. Place newspaper ad in January to solicit any final feedback from Farmers and Food Purchasers
6. Continue work on Farmer Directory
 - Assist AV Times with application for Buy Local Grant
 - Create and/or gather editorial content

ACRD Agricultural Support Workers Report, December 2014

- Create index and draft farm submissions
- Create map
- 7. Gather more info about identified real estate options for new farmer market
- 8. Draft reports on Farmer survey results, Farmer Markets Upgrades and Marketing Opportunities for publication and discussion at March 8 event.
- 9. Continue to draft databases of
 - local farmers for internal use
 - list of applicable grants for ACRD, farmers, non-profits and public interest
- 10. Continue to investigate the shellfish industry and draft report
- 11. Meet with ACAWS, early January
- 12. Secure commitment of a local realtor to create database of farm properties for sale
- 13. Gather more information from customers at the Farmer's Market to assess if the markets are meeting consumer's needs.
- 14. Continue to seek out input and participation from West Coast and First Nation Communities

Section 3: Progress relative to proposed objectives and deviations required

Progress

- Expenditures to date are roughly \$12,300
- Generally on track with projected outcomes to date

Deviations Required

- Reports for farmer survey results and farm gate sales to be drafted prior to March 8.
- Anticipate project end date of April 30, 2015
- No changes to budget anticipated

Section 4: Items Required from ACRD

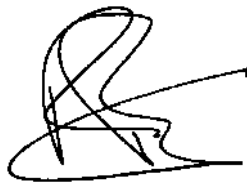
1. Staff support to create a map for the Farmer Directory
2. Official appointment to the Agricultural Development Committee for individuals identified at Farmers Institute AGM.
3. Conduct an open process calling for interest from West Coast residents for selection to the Agricultural Development Committee.
4. Confirm matching funds (\$5000) for a feasibility study for an abattoir at January 14th Board Meeting
5. Feedback as to the availability of matching funds for a Buy Local project application
6. Please forward this monthly report to Agricultural Advisory Committee members

MEMORANDUM

To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Date: January 9, 2015
Subject: Staff Report

The following is an update on projects that Regional District Administration Staff are currently working on in addition to daily duties:

- Review of the Alberni-Clayoquot Health Network and preparation for presentation to the ACRD Board;
- Regional Water Improvement Program;
- Updating/renewing various agreements;
- Occupational Health and Safety initiatives and policy development;
- Finalizing Confined Space Policy for presentation to the Board
- Updating various ACRD Bylaws;
- 2015 Preliminary Budget preparations;
- 2014 Local Government Election and Referendum Follow-up;
- Legal Issues and Negotiations;
- Personnel Issues;
- AV Regional Airport Runway Extension Study & Geotech Report;
- Review AV Drag Racing Association Agreement;
- Arranging and follow-up from Parliamentary Training Session and Board orientation sessions;
- Developing information packages for new ACRD Directors including the development of a web portal for all Directors to download ACRD Policies, procedures bylaws etc.
- Developing and revising Terms of Reference for all ACRD Committees
- Processing FOI Requests
- Reviewing organization options for Environmental Services Department
- Implementing temporary staffing – Finance Department



Submitted by: _____
Russell Dyson, Chief Administrative Officer

MEMORANDUM

TO: Regional Board of Directors

FROM: Mike Irg, Manager of Planning and Development

DATE: January 7, 2015

RE: **2014 Year End Activity Report – Planning and Development**

2013 Total	2014 Total	APPLICATION
20	5	Rezoning
11	15	Development Permit and Development Variance Permit
11	11	Subdivisions
1	4	Agricultural Land Reserve
1	3	Board of Variance
9	12	Crown Leases
26	30	Bylaw Enforcement
13	11	Miscellaneous
92	91	TOTAL APPLICATION RECEIVED

Other Planning Projects

The Regional Parks Plan will be presented to the Board in February.

The zoning bylaw rewrite will be sent to the Electoral Area APCs in February.

Staff is assisting with the Alberni Valley Airport plans.

The Agricultural Development Committee, staff and the contractors from Gardens on the Go continue to work on the Agricultural Plan implementation.

Bylaw enforcement activity has continued to take up a significant amount of staff time this fall.

The field survey work for the second phase of the Integrated Cadastral Mapping project has been completed. The field data has been sent to Geo BC and Geo BC will use survey work to update the ACRD maps.

Mike Irg, Manager of Planning and Development



MEMORANDUM

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Date: January 7, 2015
Subject: Finance Department Staff Report

In addition to day-to-day activities, the finance department has been working on the following in November and December 2014:

- Worked with City of Port Alberni staff on new fire protection agreement for the Franklin River Road service area and held a meeting with area residents to discuss the future of fire protection in the area. A new agreement will be presented to the Board in early February after being considered by City Council.
- Had insurance appraiser evaluate the SLVFD buildings to ensure adequate insurance coverage. Working with Fire Chief to determine required adjustments to coverage.
- Began Alberni Valley and West Coast Waste Management budget discussions with our engineers and Solid Waste Management Plan consultant.
- Assisted CAO in preparations for Board orientation.
- Assisted Linda Myres, Bamfield Emergency Planning Coordinator with the replacement of Tsunami signs in Bamfield with help from the Ministry of Transportation.
- Provided financial update to the Sproat Lake Community Parks Commission as well as recommendations for 2015 budget figures.
- Performed analysis on legislative requirements for expansion of Alberni Valley Regional Airport including when it is a requirement to go to referendum and when the alternate approval process can be utilized. Further discussion of this item will be had with the Alberni Valley Committee early this year.
- Implemented the newly adopted leak policy for Bamfield and Beaver Creek.
- Reconciled payroll for 2014 and began setup process for 2015 requirements.
- Attended an ethics course through the Local Government Management Association as part of my education requirements for my CGA. Found the course to be extremely insightful and useful in my everyday duties.
- Began 2014 year end and 2015 budget preparations.

Submitted by: _____
Teri Fong, CPA, CGA, Manager of Finance



MEMORANDUM

To: Board of Directors

From: Environmental Services Department

Date: January 8, 2015

Subject: Environmental Services Department Staff Report

In addition to day-to-day activities, the Environmental Services Department has been working on.

Long Beach Airport

- Award ACAP Runway Surface Condition Reporting system to Tradewinds Scientific.
- Review lease options for BC Hydro in regards to long term lease / land purchase with airport lands in question. Review options with Transport Canada programs group.
- Mapping review / development for CYAZ Fire Service Agreement for the District of Ucluelet review.
- OHS review for hazmat storage in maintenance facility.
- Fire Service Agreement presentation to the Ucluelet Volunteer Fire Brigade.
- Tractor 161 removed from service for emergency warranty recall work (Nov 07). Returned to service November 18th.
- Repair Schulte (mower) triple drive gear box assembly.
- Staff 20 assisted in multi-jurisdictional response to the Ucluelet Bomb Threat Nov 12.
- Repair and replace airport signage on terminal after wind storm.
- Truck 86, transmission oil leak repaired.
- Fire Service Agreement meeting with the District of Ucluelet, Nov 20
- Rewrite the FSA with District of Ucluelet input.
- Review automatic aid agreement between Tofino and Ucluelet jurisdictions in regards to applications within the airport FSA.
- Radio and lighting and identification upgrades for the airport Emergency Response Plan.
- WERA High Frequency Tsunami Radar test site trial, part of the federal and provincial "smart coast network".
- Decommission the Esowista sewer field located on airport property (Gibson Brothers).
- WCC meeting supply input regarding Tofino hospital helipad issues / access.
- Installation of Surface condition reporting system in staff 20 (ACAP).
- Implementation of electronic maintenance tracking program for CYAZ.
- Manage both vegetation management and clearing programs currently being conducted at the airport.
- New level control system installed in water reservoir
- New Hydrant was installed airside

AVRA

- OLS review for runway extension, considering terrain challenges at both ends of current runway configuration.
- Develop CYAZ movement stats for AVRA business case development.
- Review OLS impacts to current gravel haul road and possible mitigations.
- OLS confirmation for Eastward expansion, terrain and lease holding considerations
- Fuel and terminal fire extinguishers serviced.
- Office space secured at terminal for future ACRD expansion / services, complete with computer for upcoming electronic airport maintenance program (as per CYAZ).
- AVRA / CYAZ participate in business case development for runway extension.
- OLS clearing cost estimates (Brad Berry) for runway expansion.

West Coast Landfill

- Bimonthly environmental sampling
- Stakeholder meeting to discuss disposal bans and organics diversion strategies
- WC Solid Waste Plan Monitoring Committee meeting

Alberni Valley Landfill

- Quarterly environmental sampling
- Hauler meeting to discuss disposal bans
- AV Solid Waste Plan Monitoring Committee meeting
- Fencing Contract Tender closed and recommendation prepared

Bamfield

- Pilot Water Treatment Plant installed and operated for two weeks
- Sugsaw Lake water sampling
- Final report for ICET for West Bamfield Dock Improvements funding
- Dead End main Flushing
- Cleaning of the Sugsaw lake water intake
- Power outages and communication failures
- Marine Science Centre meter malfunctioning and was exposed to get the correct sizing for ordering for its replacement
- Valve inventory and exercising program was completed
- Meter reading
-

Salmon Beach

- Short Street Drainage project completed

Sproat Lake

-

Beaver Creek

- Parasite Testing (Cryptosporidium and Giardia)
- Water main failure Beaver Creek road and Hills road
- Chlorine ejector tube failure on pump #2 Strick Road Pump house
- Culvert at Evergreen park was repaired after being washed out during the last heavy rain event
- Meter reading
- Dead end water main flushing
- Canadian Drinking Water sample was taken
- Disinfection by products (THMs & HAA5)
- Confined spaces rescue training with Beaver Creek Volunteer Fire Department
- Turbidity events at Strick road pump house during the heavy rainfall events
- Motor Vehicle accident on River rd resulted in a Turbidity event at the Strick road pump house
- Participated in the Beaver Creek FD. Confined Space Rescue course Nov 29-30

City of Port Alberni

- Final report for ICET for China Creek Bridge funding

Millstream

- Ucluelet emergency water connection and new water main completed
- Water main project final completion with some minor changes and clean up required by the contractor
-

General

- Holiday Recycling Guide produced for advertising
- AV Bulldogs completed 37 Waste Free Lunch Challenge classroom presentations to local schools.

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of January 9, 2015

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
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 th 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/ Tony/ Penny	Letter sent
3.	April 9 th 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 th 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 th 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 th 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	Draft received
7.	July 23 rd Board	Bell Road consultation with TFN and the City	Russell	Letter sent to TFN – Chair follow-up
8.	August 13 th Board	Arrange meeting with Dan Holder, Director Cote regarding Firepro RMS	Russell	Next AV Committee
9.	Aug. 27 th 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.	Dec. 5 th Board	Advise the NI 9-1-1 Corporation that the ACRD Board appointed Director McNabb to represent the Regional District on their Board for 2015 and Director Cote as an Alternate	Wendy	Done
11.	Dec. 5 th Board	Advise the VIRLB that the ACRD Board appointed Director Cote represent the Regional District on the Vancouver Island Regional Library Board for 2015 and Director Jack as Alternate	Wendy	Done
12.	Dec. 5 th Board	Contact Stefan Ochman asking him if he would like to know if he is interested in being nominated to the Transport Canada Pacific Regional Advisory Council on Oil Spill Preparedness and Response	Wendy	Done – Stefan will participate and report back to Board

#	Date	Action Item	Assigned to	Target Date/Update
13.	Dec. 5 th Board	Invite the PA Port Authority and HUU-ay-aht First Nation to provide an update on recent LNG activities and Port including container shipping	Wendy	Presentation – Jan. 14 th Board
14.	Dec. 5 th RHD	Forward a letter of support for the Community Paramedicine Pilot Program in Port Alberni	Wendy	Done
Finance Department				
15.	June 25 th 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
16.	Nov. 26 th Board	The Board of Directors gave 4 readings to the bylaw cited as “2014 to 2018 Financial Plan Amendment Bylaw No. F1109-1” – prepare for signatures and forward to appropriate agencies	Teri	In Progress
17.	Nov. 26 th Board	The Board approved an extension to the Coastal Community Credit Union Lease under the same terms and conditions for a 15 month period ending November 30, 2016 – Forward an extension letter	Teri	In Progress
18.	Nov. 26 th Board	The Board approved 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 – Advise City and arrange for document signatures	Teri	New agreement on Jan. 14 th agenda
19.	Nov. 26 th Board	The Board rescinded the Bamfield Water System Leak Policy dated October 26, 2011 and the Beaver Creek Improvement District Overage Policy dated June 16, 2003 and adopted the new Leak Policy for the Bamfield and Beaver Creek Water Systems dated November 26, 2014 as presented – Update Policy Book etc. and provide copies to Water Advisory Comm.	Teri	In progress
20.	Nov. 26 th Board	The Board cancelled the ‘Non - Exclusive License of Use’ with Greenmax Resources to manage the ACRD private lands surrounding the AV Regional Airport’ effective December 31, 2014, and approve the compensation payout of \$6600 to Greenmax Resources – Arrange payout and forward with a letter of thanks to Greenmax Resources for their services at the AV Regional Airport	Teri	Done

#	Date	Action Item	Assigned to	Target Date/Update
21.	Dec. 5 th Board	The Board authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District: 1. The following Directors have signing authority: Josie Osborne, Chairperson - John McNabb, Vice-Chairperson 2. The following Staff members have signing authority - Russell Dyson, Teri Fong, Wendy Thomson 3. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.	Teri	Done
22.	Dec. 5 th RHD	The Board of Directors approved the proposed 2015 – 2019 Alberni-Clayoquot Regional District Financial Plan schedule as amended and the 2015 Regional Hospital District Budget schedule – circulate to staff, ACRD board and on post on website	Teri	Done
23.	Dec. 5 th RHD	The Board adopted the 2015 Provisional Budget Bylaw for the Regional Hospital District – prepare for signatures and put on website	Teri	Done
Environmental Services Department				
24.	Apr. 8/10 WC	Work with Parks Canada on the landfill road agreement	Russell	Letter sent January 12 th
25.	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
26.	May 11/11 AV Comm	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill	Russell	In progress
27.	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
28.	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	Russell	Drafting a bylaw for board review
29.	April 23 rd 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	Russell	Waiting TFN Response – Chair has contacted TFN

#	Date	Action Item	Assigned to	Target Date/Update
		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		
30.	July 9 th 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
31.	Oct. 22 nd 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	Done
32.	Oct. 22 nd 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
33.	Oct. 22 nd 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
34.	Oct. 22 nd 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	Teri	In progress
35.	Nov. 13 th 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	Mike	Notified developer -
36.	Nov. 13 th Board	The ACRD Board adopted the ACRD Contractor Safety and Coordination Policy as presented – Implement the Policy & provide copies to all ACRD Contractors	Wendy	In progress

#	Date	Action Item	Assigned to	Target Date/Update
37.	Nov. 26 th Board	Forward a letter to Earle Plain, Environmental Protection reiterating the discussion with Director Bennett and request they keep the Regional District up to date on any changes in policy with regards to industrial slash burning taking into account long term weather forecasts	Russell	In Progress
PLANNING DEPARTMENT				
38.	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
39.	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
40.	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
41.	July 24 th 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
42.	June 25 th 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	Feb. Board
43.	August 13 th 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

Issued: January 9, 2015



Alberni-Clayoquot Regional District and Regional Hospital District
Board of Directors

2015 Meeting Schedule
(Tentative – Confirmed Each Month)

Date	Meeting	Time & Location
Wednesday, January 14 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, January 14 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, February 11 th	Committee-of-the-Whole (Grant-in-aid Applications)	9:00 am, Regional District Board Room
Wednesday, February 11 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, February 11 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, February 25 th	Committee-of-the-Whole (Grant-in aid for Economic Development)	10:00 am, Regional District Board Room
Wednesday February 25 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, March 11 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, March 11 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, March 11 th	Special Board Meeting – Public Consultation 5 Year Financial Plan	6:00 pm, Regional District Board Room
Wednesday, March 25 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, April 8 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, April 8 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, April 22 nd	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, May 13 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, May 13 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, May 27 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, June 10 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, June 10 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting

Wednesday, June 24 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, July 8 th	Board of Directors Meeting	1:30 pm, Location TBA
Wednesday, July 8 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, July 22 nd	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, August 12 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, August 12 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, August 26 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, September 9 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, September 6 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, October 14 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Wednesday, October 14 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, October 28 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Thursday, November 12 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Thursday, November 12 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting
Wednesday, November 25 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Friday, December 11 th	Board of Directors Meeting	1:30 pm, Regional District Board Room
Friday, December 11 th	Regional Hospital District Meeting	Immediately following the above regular Board meeting

m:\committee list\2015\2015 board and hospital district meeting schedule.docx

Other Dates to Note:

Association of Vancouver Island and Coastal Communities – April 10-12, 2015, Courtenay, BC

Union of British Columbia Municipalities – September 21-25, 2015, Vancouver, BC

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

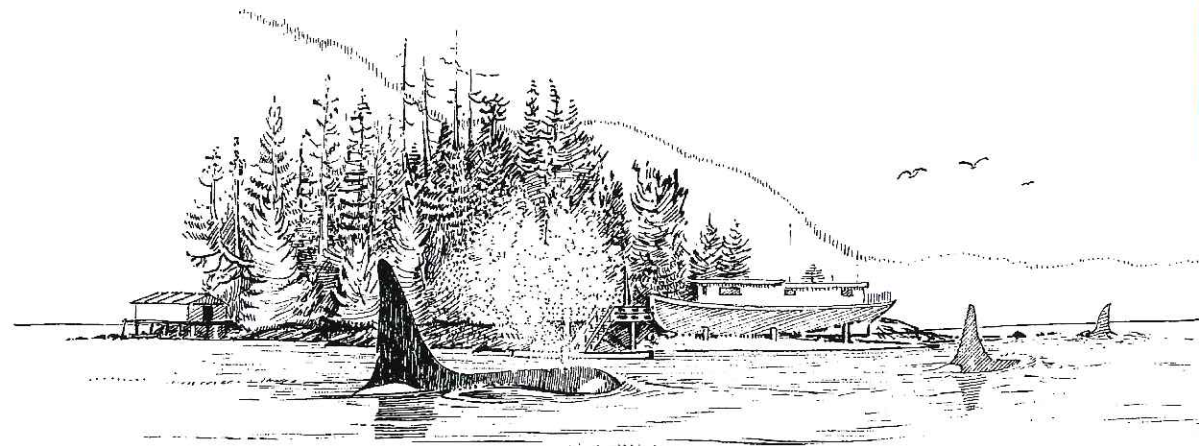
BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family											1	500,000	1	500,000
Mobile Homes													0	0
Multi-Family													0	0
Adds&Rens											1	50,000	1	50,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellaneous							1	20,000					1	20,000
Totals	0	0	0	0	0	0	1	20,000	0	0	2	550,000	3	570,000

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS		4		4	4	12	91

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
DECEMBER, 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	7	1,938,272	5	1,185,000	7	2,658,069	20	5,934,112
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	6	98,900	1	50,000	15	371,733
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
Miscellaneous	1	1,000	0	0	2	49,909	7	103,219	13	217,572	8	106,655	31	478,355
Totals	3	163,771	0	0	5	262,909	21	2,248,324	25	1,506,472	19	2,939,724	73	7,121,200

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2013	81	8,208,948	81	8,208,948					
2012	92	9,011,700	92	9,011,700					
2011	120	9,221,498	120	9,221,498					
2010	149	21,524,170	149	21,524,170					
2009	123	11,302,380	123	11,302,380	1999	80	3,348,092	80	3,348,092
2008	147	22,682,130	147	22,682,130	1998	75	3,320,890	75	3,320,890
2007	163	15,007,877	163	15,007,877	1997	104	10,025,166	104	10,025,166
2006	161	15,909,705	161	15,909,705	1996	128	9,050,554	128	9,050,554
2005	138	12,962,379	138	12,962,379	1995	116	9,641,300	116	9,641,300
2004	133	11,036,854	133	11,036,854	1994	151	7,915,500	151	7,915,500
2003	97	6,925,356	97	6,925,356	1993	167	10,864,000	167	10,864,000
2002	76	2,986,134	76	2,986,134	1992	173	11,192,500	173	11,192,500
2001	89	5,790,126	89	5,790,126	1991	126	7,155,120	126	7,155,120
2000	88	4,095,339	88	4,095,339	1990	118	6,323,900	118	6,323,900



STRAWBERRY ISLE MARINE RESEARCH SOCIETY

Box 213, Tofino, B.C., V0R 2Z0

e-mail info@strawberryisle.org

<http://strawberryisle.org/>

**2013
YEAR-END REPORT**

by Rod Palm
principal investigator

SOCIETY ACT

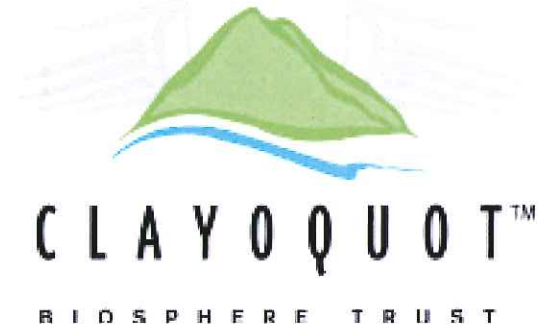
CONSTITUTION

1. The name of the Society is
STRAWBERRY ISLE MARINE RESEARCH SOCIETY.
2. The purposes of the Society are to:
 - (a) conduct primary research in the marine ecosystems of Clayoquot Sound;
 - (b) establish long term monitoring of the marine life peculiar to Clayoquot Sound;
3. The activities of the Society will be directed to:
 - (a) promote public awareness of the marine environment in Clayoquot Sound;
 - (b) encourage public involvement in marine research in Clayoquot Sound;
 - (c) support other researchers in related studies;
4. Strawberry Isle Research Society is to be non political in its activities.
5. In the event of dissolution or winding up of the Society all its remaining assets, after payment of its liabilities, shall be distributed to one or more related research societies, as prescribed by the current directors under the provisions of the Income Tax Act of Canada. This provision is unalterable.
6. The activities of the Society shall be carried out without purpose of gain for its members, and any profits or other accretions to the Society shall be used for promoting its purpose. This provision is unalterable.

The work of our Society is made possible by public support with special thanks to:
our Corporate Patrons



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WHALING STATION
& ADVENTURE CENTRES



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Alberi Clayoquot regional district



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and the In-kind Support from our
private sponsors
members
waterfolk reporting network
board of advisors
stalwart volunteers
Raincoast Education Society
Method Marine

OUR BOARD 2007

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Michael Mullin – Vice President
John Forde – Entanglement
Dennis Currie – Education
Peter Schulze – Volunteers
Lily Burke – Open
Marla Barker – Build-A-Whale
Rebecca Hiscock – Accountant
Rod Palm – Principal Investigator

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Nitinat visits Strawberry Isle

photo K. Palm

FORWARD

What follows is the annual report by Rod Palm, the principal investigator of Strawberry Isle Marine Research Society (SIMRS). We want to keep the membership, scientific advisors, public, corporate, and private sponsors abreast of SIMRS' ongoing works. From reading this report, you will see that all these significant projects makes your backing well worthwhile. We hope that you feel as good about our accomplishments over the last year as we do and we look forward to your continued support and input.

2013 Principal Investigator's report – Rod Palm

Well, just like that, our 23rd year has passed. With the committed participation of our water-folk network, we logged a near record *Kawkawin* (killer whale) presence in Clayoquot Sound. They were in our waters for 83 days and on 22 of those days there were separate gangs hunting in different areas of the Sound. Thanks primarily to the whale-watch drivers/interpreters, identifiable images were submitted for 61 of those days. The logged data and images are forwarded to the Pacific Biological Station (PBS) where Jared Towers (mentored by Graeme Ellis), does a frame-by-frame identification of the animals present. This process has established the identification of every *Kawkawin* indigenous to the Pacific Northwest (PNW). Our dearly departed friend Dr. Michael Bigg was the guy with the dream who made it all happen. As a bit of trivia, there were a total of 364 *Kawkawin* encounters registered with Jared in 2013, of which, we supplied the images for 61 of them (16%); not too shabby considering submissions come in from all over the PNW.

Thirty one days of Humpback and Gray Whale identification images were forwarded to Dr. Jim Darling of The Pacific Wildlife Foundation; Sea Otter records and images were sent to Linda Nichol and tangled/mortality marine mammals to Lisa Spaven both at PBS; sea lion brands went to Pat Gearing of National Oceanic and Atmospheric Administration; wolf images and sightings went to Parks Canada. Add to those, the almost daily calls for information from related researchers and the general public. We consider ourselves to be a kind of clearing house where any useful marine information sent to us is forwarded to whomever, in the research community, can beneficially put it to use in their studies.

We are able to afford these useful works as the, what would be very costly, field work is basically done by our dedicated water-folk network. That said, it's accepted that field work only represents a small part of the overall job. If all the data is not properly sorted, filed, data logged, graphed, plotted and reported on (our job), it's just a pile of notes and anecdotes.

Assorted other works included weekly monitoring of sediment fluctuation at the terminus of Tofino's outfalls (an ongoing project in partnership with the District of Tofino), the co-ordination of the recovery of the body of Killer Whale I46 for necropsy at Grice Bay, development of new and rebuilding of whale disentanglement tools, responding to whale sightings where no ID photographers are on location and monitoring eagle nests – in the Deadman Island nest, there was just one fledged chick in 2013, and while a nest was built on Strawberry Island, there were no surviving chicks (as is common with first-year mates).

There were a couple of curious observations in 2013. It is normal, come July, for the channel between Strawberry Island and the Marina West facility, to be a thick carpet of Bull Kelp (*Nereocystis*) broken only by the cleared channel maintained by the propellers of the local boat traffic. In 2013, and again in 2014, this area was clear save a few strands of old growth left over from the year before. A channel on the outside of Vargas Island – locally called "the Snake Pit", as is descriptive of its massive Bull Kelp forest – was also all but devoid of Bull Kelp. Reports have also come to us of similar observations in Barkley Sound and Hesquiaht. Interestingly, the sister plant Giant Kelp (*Macrocystis*) seems to be doing just fine – note that this species is more tolerant of warmer climes. Bull Kelp and Giant Kelp are the two main canopy species along our coast that give haven to many marine species; the hope here is that if the Bull kelp doesn't return then the Giant kelp will replace the protective canopy.

Another concerning change here in the harbour was the clarity of the water during the summer months. This time of year, it is normal to be able to clearly see less than a metre below the surface, whereas in 2013, we could easily see a couple of metres down; where are all the plankton and nutrients?

While we do feel privileged to have the trust and participation of our network doin' the deed, we miss the field work end of things so, with some generous sponsors and frugal spending, we now, for 2014, find ourselves in a position to undertake a few more hands-on projects. We will have a full-time intern in the person of second-year UBC student Gwen Griffiths. Projects on-the-go include returning to the occasionally used Gray Whale feeding ground in Grice Bay to carry out monthly bottom core sampling for whale munchies, and a remapping of the adjacent eelgrass meadow. In light of the concerns for global warming it will be interesting to see if there have been any significant changes since ourselves and the whales were last there 14 years ago.

Ever onwards...Rod

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Kawkawin (Killer whales/Orcas) – background

Killer Whales, or by the Nuu-Chah-Nulth name *Kawkawin* as we prefer to address them, are cosmopolitan with many cultures throughout the world. As with us, they may also have physical characteristics that are somewhat diagnostic to their culture. Their methods of gathering food are specific to their environment and food preference. Here is a very brief thumbnail of the Killer Whales we have in the Pacific North West:

Residents who target on salmon, generally chinook, may have fancier saddle patch marking and slightly more curved dorsal fins. They tend to talk a lot.

Offshores – little is known of this seldom seen culture. They seem to be a bit shorter with more ragged fins and severely worn teeth. It's been found that they predate on sharks whose calcious scales are likely responsible for the worn teeth.

Bigg's (formerly called Transients) – these are the animals who we see most frequently here in Clayoquot and who are the focus of our monitoring. Mammals such as seals, sea lions, porpoises dolphins, otters and the odd bird – just for fun – are their preference. They may have straighter dorsal fins and seem to be thicker through the body. The known range of these whales was extended by our study, when in July 1992, we photographed three animals who normally frequent the waters of California. Since then, many others have been identified in BC coastal waters.

This research evolved after several years of taking killer whale photo IDs for Dr. Michael Bigg, who came up with the concept that individual *kawkawin* could be distinguished by photo ID. It soon became apparent that a lot more whales were spending a lot more time and using a lot more locations in Clayoquot Sound than was previously suspected. This prompted us to launch our society on January 1, 1991 as a platform for a more serious monitoring and recording program. The results of this work are forwarded to Jared Towers (mentored by Graeme Ellis) who, at the Pacific Biological Centre, provides a centre for recording the movements of all Killer Whales from Alaska to California.

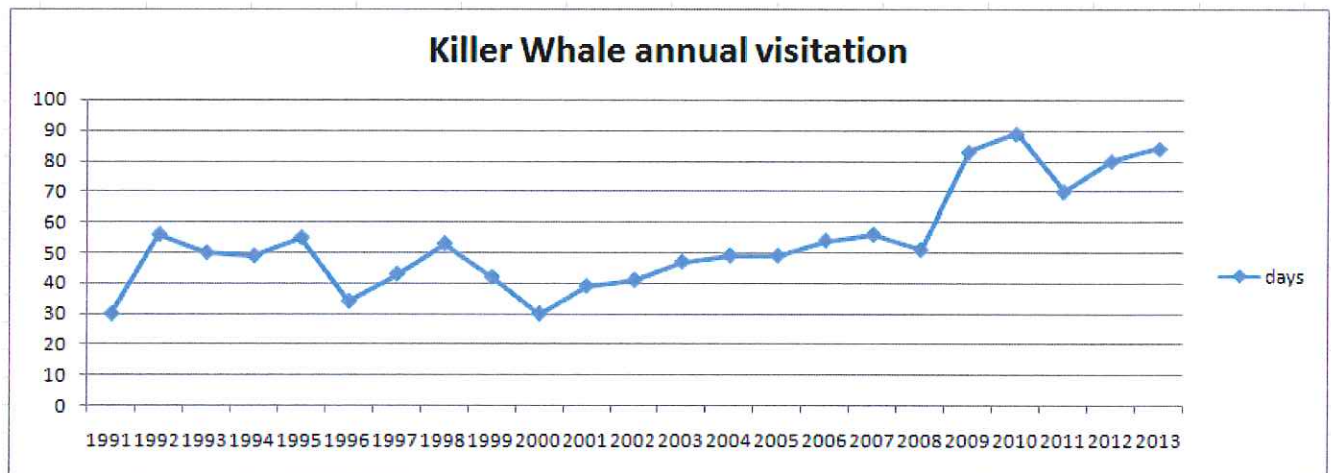
Our Killer Whale work is done under permit with the Federal Department of Fisheries and Oceans.

2013 Summary

As can be seen in the chart below, 2013 has continued the trend that started in 2009, when the numbers of days of visitation in Clayoquot jumped by about 25%, from around 60 to around 80 days throughout each year. This has also been the trend in the waters on the east side of Vancouver Island. It is interesting to note that we are seeing numbers of *Kawkawin* who are catalogued as Alaskan animals. Some research folks accredit this to the drop in their prey species. The drop in Alaskan Steller Sea Lion populations may be related to depleted oil-rich Pacific Herring stocks, leaving the lions to seek out less rich/abundant species.

In 2013 we recorded 30 gangs for a total of 111 individual animals. There were 23 animals we had not previously seen, along with 7 new births. It's noted that of these 7 infants, only half of them are expected to survive the first year. Mortalities throughout the year are a very difficult call as it is not at all common for the bodies to float up on a beach. The only mortality we saw was the 33 year old Northern Resident I46 (necropsy report not yet available).

A highlight of the year was the birth of a new calf (T041A2) into Ted's gang (T041s). This is the 2nd offspring delivered by the Mom (T041A); her 1st did not survive, so fingers are crossed for this one. It's likely that the calf was born very soon prior to John Forde spotting them at Tree Island, as the mom was still nudging the calf to the surface and she had something red in her mouth that could perhaps have been placenta. We wait on the edge of our seats for the return of these two.



Note: 1991's number may be low as this was the year that our reporting network underwent considerable expansion, so is not considered in calculating average annual visitation.

Killer Whale visitation in Clayoquot Sound 2013

Recorded by Strawberry Isle Marine Research Society

GANG	JAN.	FEB.	MAR.	APR.	MAY	JUN.	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.
unknown	5,20	8,16,26	9,12,24	8,21,25	22,28	4,23,26,27,29	4,5,7,8,10,11,22,25,26,29	12,20,25,31	7,10,12	6,16,24		16,27
residents				24	20	4,12,20,21	16,17		7,11			
Offshores								11				
T002B(1)								18,21,22	1			
T007B(3)									1			
T010(3)								28				
T011(2)			26	2								
T012A(1)		21,28					19					
T021(2)							19	15		18		
T028(5)					6			31				
T041(4)	3				11			3,8,20,21	1,2			29
T049(3)			26									
T050(5)				7	11							
T060(5)						7			1			
T068(3)					22							4
T068B(4)					22							
T069(5)		10	24,26			22,23	3	25,28,31	1			
T069A(4)						23						
T075(5)							5					
T077(5)							5					
T086(3)					5							
T087(1)												27,28
T090(3)												27,28
T109(6)		10,26	9,24			28		18,20,21,22	1,2			
T109A(4)		21					19,21					
T123(3)									3			
T124(4)								20	3			
T124A(5)					5							
T151(4)					11							
T143(2)												
T146(5)					5			31	14			
T147(5)												29
T173(4)	1											
T185(3)					11							
visits/mo.	4	6	4	6	7	11	15	13	9	4	0	5
visit days	84											

italics in Gang column indicates number of members

ids confirmed by Jared Towers

in 2013, 30 gangs were identified for a total of 111 Identified animals.

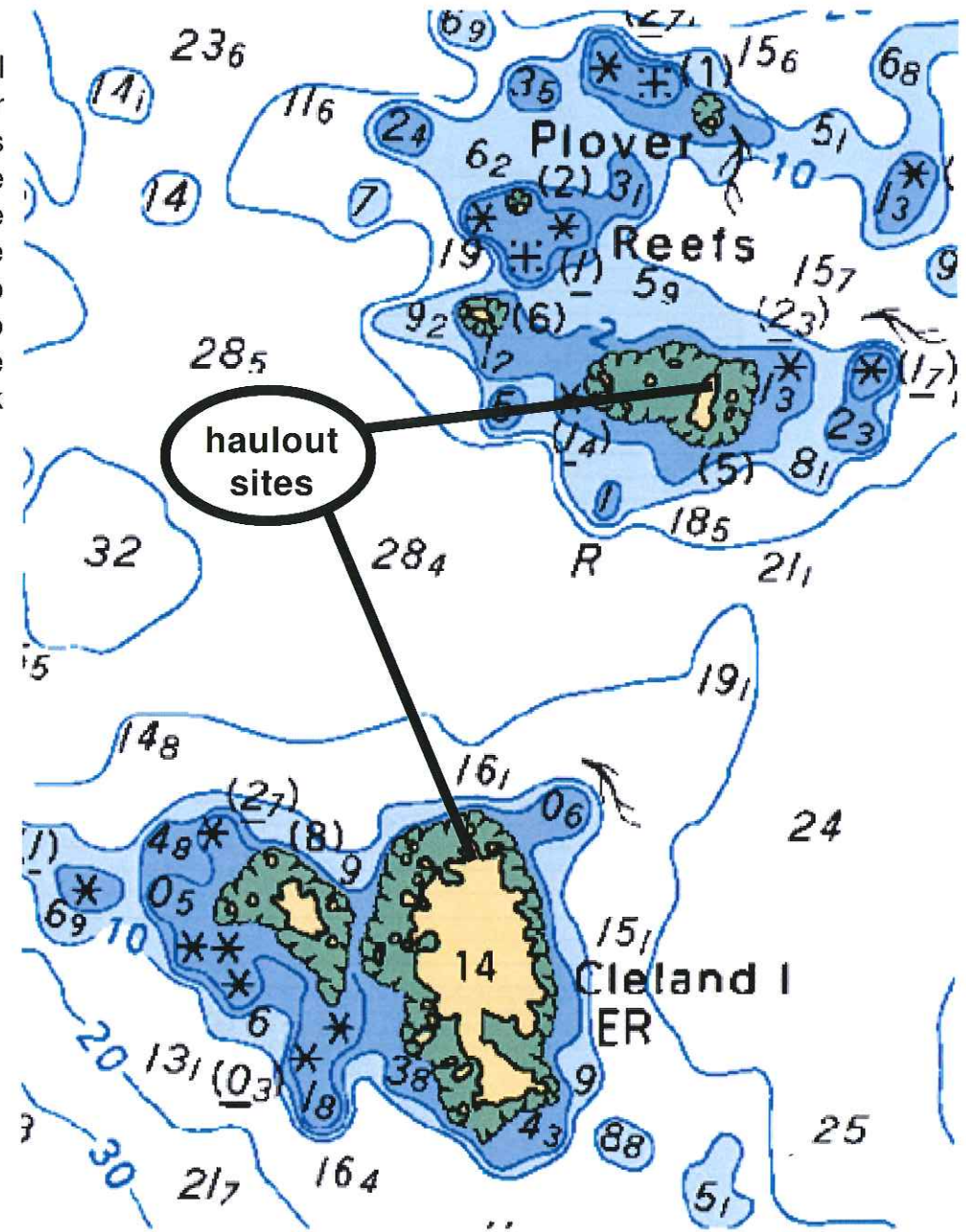
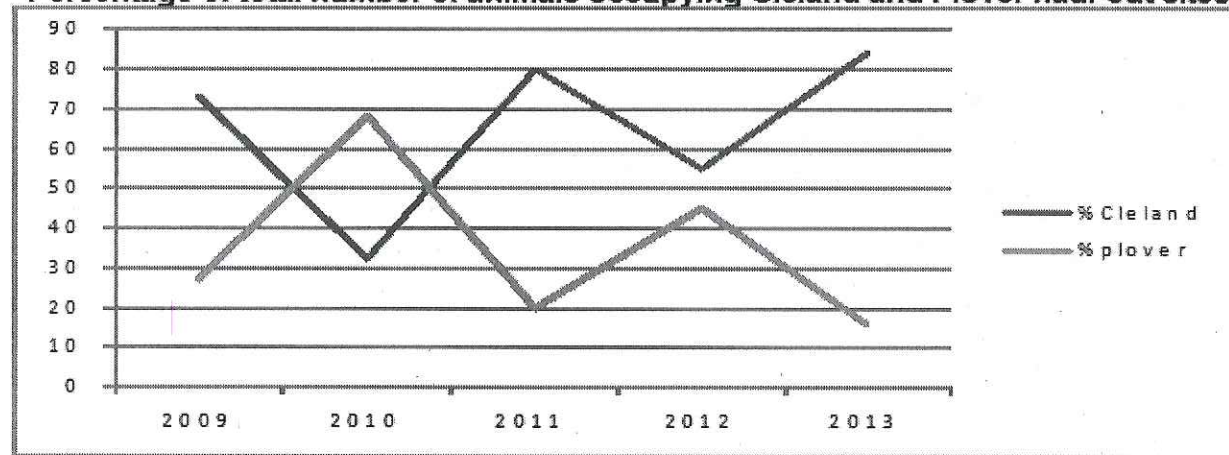
Sea lions at Plover Reef and Cleland Island – background

In the spring of 2006, we started receiving reports of much higher numbers than the occasional 1-5 sea lions normally hauled out on Cleland Island, as compared to the regular numbers at Plover Reef. With this in mind, Richard Chiovitti and Peter Schulze offered to do counts at both sites whenever they were on scene. The resulting 105 counts showed us that in February, the bulk of the animals (80+) were at Plover while there were only a handful at Cleland. Come mid-March, the numbers at Plover dropped by about 40 and jumped by about that much on Cleland. By the beginning of April, Plover was pretty much devoid of animals while Cleland's numbers increased to 80+. By late May, all but a handful of non-breeding lions had left for their respective rookeries to mate and to give birth. The bulls started returning to Plover in early July, followed shortly after by the moms and new pups; the numbers increased at both sites until it appeared that they were all back by late September.

2013 Summary

The below graph clearly illustrates that the variation in population between Cleland Island and Plover Reef were likely the same animals moving back and forth between the two as opposed to animals moving in from other areas. While it seems that the deed is done here, I'm thinking we should carry it on as the graph also clearly shows an overall increase in the total number of animals since 2010.

Percentage of total number of animals occupying Cleland and Plover haul-out sites.



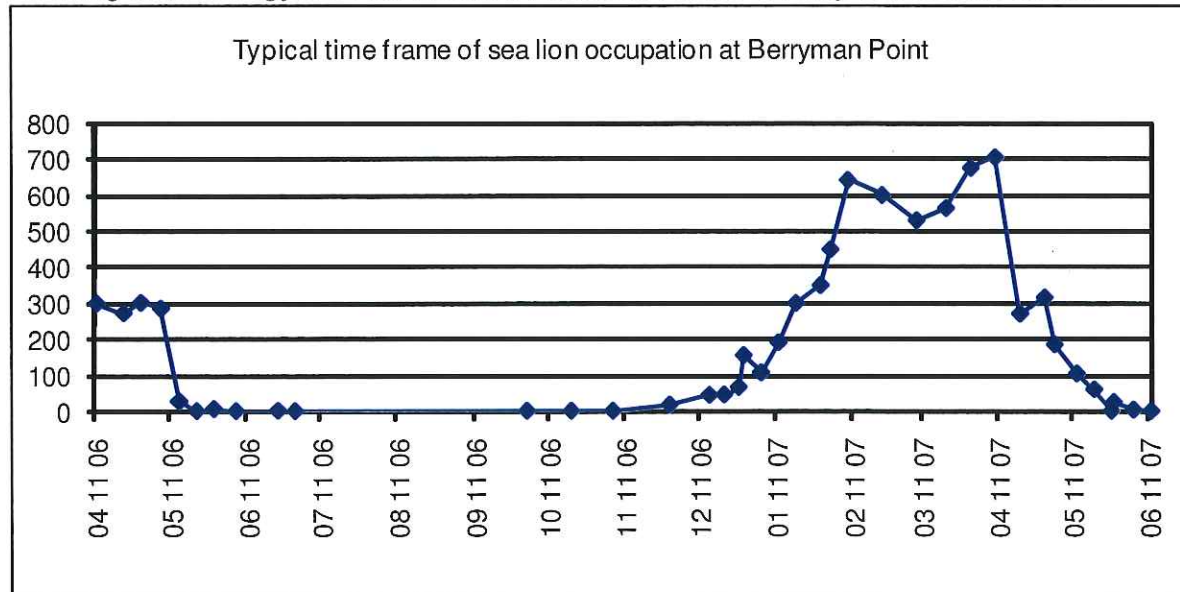
Sea lions at Berryman Point – background

Those of you who read our Year End Report for 2006 will be aware of our excitement over the establishment of a new sea lion haul-out at Berryman Point. To anyone's memory, this site had never before been used by the lions. This has been a moderate boat traffic area for at least 60 years so the haulout would have been locally known if it had previously been used.

The attraction for the sea lions in the 2005/06 winter was a run of Pacific Sardines (Pilchards) that they were seen to be gorging on. These silver fishes were also seen in large numbers in the adjacent fish farms. In the winter of 2006/07 the Pilchards were back and so were the sea lions – this time in even greater numbers.

In the late fall of 2007 we were seeing fewer numbers of sea lions travelling through Tofino Harbour than we had expected and the farms in Tofino inlet were not seeing Pilchards. This led us to tentatively suggest that the lions may not show up for the winter of 2007/08 nor 2008/09. This turned out to be the case, to the great relief of the local fish farms who suffer considerable grief from the Californians in particular. The 2-year lion absence gave the farms time to redesign and beef up their predator nets in order to avert the disastrous sea lion/salmon mortalities of 2007 and it seems to be effective as there have been no reported lion losses in recent years.

Our thanks to Creative Salmon for financially supporting this project and allowing their biology staff and boat to volunteer for the weekly lion counts on site.



Lions on the rocks at Berryman Light

photo Ian Francis

2013 Summary

As there was no reported presence of sea lions at the Berryman haul-out in 2012, we were thinking of dropping this site from our reports until such time as occupation was re-established; then in 2013, we were surprised when 40+ California Sea Lions spent the whole month of February occupying the site.

We will keep tabs on this interesting site, but we're not likely to see much activity unless the Pilchard population recovers; this might take time as the stock was hit very hard by the predation of 1,000+ lions. On the other hand, Pilchards are an unpredictable lot – Nuu-Chah-Nulth legend claims that they only appear for a period of time once in every man's lifetime.

Sea Otters – background

These animals were hunted out on the West Coast over 200 years ago and were unknown in the area until 89 animals were transplanted from Alaska to the Bunsby Islands between 1969 and 1972. The Bunsbys are 90 nautical miles up the coast from Tofino. This population has fanned out to the present where we see the otters making a big time comeback.

The first reliable report in Clayoquot came on July 1997 when Peter Schulze called in a lone animal at Siwash Point. Since then, numbers of reports grew slowly until 2000. At this point, growth accelerated until 2007 when we had 207 days of occupation. As reports came in for every month in 2007–2009, we felt it was safe to say that we have a year-round population of sea otters.

The larger groupings (rafts) of otters have been interesting to follow. From first sighting in 1997-1999, only one or two animals were reported. In early April of 2000, a raft of about 37 otters was reported at Rafael Point; this raft was regularly seen between Rafael and Siwash Points up to mid-July. In 2001, same place, same time, the raft was back; this time they only hung around until mid-June. From 2002–2003 they moved east to Cow Bay. In mid-February of 2004, a record raft of about 60 showed up yet further east, at Ahaus Bay; they only stayed together until late March whereupon they spread out into smaller groups in the surrounding (within 3 miles) kelp patches. They remained happy with this area right through to November and for another summer and a half after. Late June of 2006 they moved back West to Bartlett Island and the surrounding area where they stayed until late October. Now this is interesting, 2 weeks later a raft of about 65 otters showed up further west at the Garrard Group where they were seen for a couple of weeks. This brings us to around the time we started getting scattered reports all through the year.

2007 was a bounce around year for the large rafts. In early March we were surprised to see a raft of about 40 otters in the comparatively sheltered waters of Calmus Pass on the inside of Vargas Island; late March found them back in Cow Bay where they stayed about a week; early April it's Sea Otter Rocks; in late April it's Monks Islet; May 12 it's Sea Otter Rocks again; May 13 finds them at Plover Reefs; May 14 – Siwash Point; May 19 – back to Monks; May 21 they're back at Calmus. Suffice to say that this bouncing around continued until late June when as many as 100 were reported most regularly in the Bartlett Island area.

2013 Summary

Now that the Sea Otters have firmly established a year round population here in Clayoquot, we are no longer recording all sightings, with the exceptions being large rafts, moms with pups, if they are eating something that can be identified and if they have visible tags on their hind flippers.

Aside from their regular menu – various urchins, crabs and clams – we've frequently been seeing these guys enjoying a Giant Pacific Octopus (*Enteroctopus dofleini*). This is a very productive source of protein as there are no shells or spines to deal with.



Calamari anyone?

photo Kristen Graff

In early May, we had a lethargic Sea Otter ambling its way back and forth along Tofino's waterfront – not at all well; he was taken to the Vancouver Aquarium where Dr. Martin Haulena and his able crew went to work on rehabilitation. The otter (christened Walter) was found to be weak and blind as a result of having been hit with shotgun pellets. Walter has stabilized but will never be fit enough to be returned to the wild. Not as bad as the old days, but there are still some folks out there who take it upon themselves to cull one species to 'improve' another species that is of concern to their occupation or recreation.

Gray Wolves – background

In the early spring of 2007, Parks Canada contracted us to log any wolf sightings our wildlife reporting network might encounter. As we had actually started this task in 2006, it was an easy matter to add a few fields (time of day, tide height, GPS locations, etc.) to our existing data set.

Here's Project coordinator Bob Hansen [now retired] to tell you more about the project's inception, "The collaborative research initiative, The Wild Coast Project - Investigating the Links between Predators, People and Landscape Dynamics, has been going on the last 3 years in the coastal region between Port Renfrew and Estevan Point. A great deal of work has been undertaken to pursue a better understanding of the ecology of our coastal wolves and cougar, including how they travel and hunt on the landscape.

Extensive work is currently [carried on for 5 years] going into analyzing wolf and cougar scat (droppings) to learn more about their diet. The picture that is emerging is that these animals have complex foraging strategies. Deer are important but these carnivores show a high degree of flexibility resulting in a much more diverse diet. For example the local observers reporting in with Strawberry Isle Marine Research have documented well the foraging in the intertidal by wolves.

The plan is to share the picture that has emerged from all of the investigative work into carnivores, our relationship with them and the potential influences of our constantly changing landscape. Communities or groups who are interested in learning more about the Wild Coast Project can contact Todd Windle, Wildlife-Human Conflict Specialist at Pacific Rim National Park Reserve at 726-7165 ext.277"

We thank Parks Canada for supporting the inception of this project.

For more info visit : <http://clayoquotbiosphere.org/wildcoast-project/>

Over the years as wildlife viewing, hiking and camping have been gaining popularity here in Clayoquot, so has the acceptance of humans into the wildlife's space. Unfortunately this close proximity has also caused problems. Wolves in particular will get into anything with a food scent and may become aggressive in this quest. Problems have also arisen from pets (dogs) who are allowed to run free, away from the core of people it is with. Below guidelines are a must for wilderness excursions; these posters are also posted at several of the more popular campsites here in Clayoquot.

Provincial Parks guidelines are posted online at:

<http://www.env.gov.bc.ca/bcparks/explore/misc/wolves/wolfsaf.html>

2013 Summary

In 2013, we had 63 reported sightings days with images for 23 of those days. Gray Wolves were seen swimming from Flores Island across Miller Channel, Hot Springs Cove, Browning Passage and Mosquito Harbour. This raises the question, "Do they simply have very large territories or do they have to go further afield because of food shortages?"

Speaking of food, over the years, the wolves were seen eating something off the rocks at low tide and this year it was verified with several images that chitons are on top of the menu. Josh's image shows the wolf chewing on a Black Leather Chiton (*Katharena tunicata*).

Common food sources have been Black-tailed Deer, River Otters, Harbour Seal Pups and Black Bear cubs, along with eels and crabs foraged in the intertidal zone and carrion off any species. A dead sea lion will keep a pack in the vicinity of the site for as long as it will last – eagles ravens and crows are also at work benefitting from the windfall.



Ginnard Creek Buddies

photo Josh Lewis

Branded sea lions – background

In 2001, a Steller Sea Lion pup branding program was initiated off the Oregon coast by Robin Brown from the Oregon Department of Fish and Wildlife along with Bob De Long from National Marine Fisheries Service, with the goal of monitoring long-term survival. Rogue and Orford Reefs were the rookeries used for the branding.

Since then, several of the branded animals have been photographed here on Long Beach Rocks, Cleland Island and Plover Reefs and deep into Clayoquot Sound at Berryman Point.

While I don't feel too comfortable with the intrusiveness of this branding, we have seen no obvious evidence of infection, and the program has added to our own knowledge of our local lions. There has never been a branding or tagging program at Clayoquot's sea lion haul-outs so we have not known where these animals went to breed. In a backwards sort of way, we now are certain that at least some of our animals go to these two Oregon rookeries to do their thing.



104Y kickin' back with buds

photo Howard Tom

Sea Lion Brands 2013

SITE	DATE	PHOTO	BRAND
Cleland I.	2013/03/09	Peter Schulze	104Y
Cleland I.	2013/03/13	Jason Feaver	104Y
Cleland I.	2013/03/17	Jason Feaver	104Y
Cleland I.	2013/03/24	Jason Feaver	104Y
Cleland I.	2013/03/28	Howard Tom	104Y
Cleland I.	2013/04/04		104Y
Cleland	2013/05/08	Peter Schulze	337R
Cleland I.	2013/06/26		309
Clayoquot	2013/07/19	Howard Tom	117Y?
Plover Rf.	2013/08/06		411R
Plover Rf.	2013/10/13	John Forde	104Y
Plover Rf.	2013/10/19	Jason Feaver	104Y

2013 Summary

In 2013 we saw 5 branded animals, including the now 9 year-old female 104Y, who we've seen every year since age one. This year she was seen right up to November, whereas in all previous years, the latest we had her was July. She has a preference for the Cleland Island haulout but has been seen to visit Long Beach Rocks on occasion. This year is the first time we've seen her on Plover Reefs during her November stay.

All in all, a pretty slow year for brands. We do know that some of the animals have died – perhaps Killer Whale munchies.

Reported entanglements in Clayoquot Sound – 2013

DATE	SPECIES	GEAR	DFO	SITE	SPECIFIC	NOTES
2013/05/26	Steller Sea Lion	flasher	124-3	Cleland I.	hailed	hanging from mouth
2013/09/18	Steller Sea Lion	unknown	124-3	Long Beach Rocks	hailed	around neck X2
2013/03/23	Harbour Seal	unknown	24-9	Tofino Hr.	49 09.302 N X 125 54.496 W	unknown
2013/04/20	Gray Whale	crab line	124-3	Cleland I.	close to outside	around tail, trailing a red float
2013/08/15	Steller Sea Lion	unknown	124-3	Plover Rfs.		around neck

A sorry fact about marine mammal entanglement is that we are to be blamed for all of them. However, on the flip side, regulation and attitude seem to be improving, as just 5 years ago, we recorded 23 incidents compared to the above recorded 5 in 2013

The frequency of sea lions seen with bands around their necks raises the thought that there may be a common origin for these chokers. I'm thinking that several fisheries use frozen bait that comes in a cardboard box with two plastic bands that look to be about the same size as the offending ones we so often see. It could be that if the bait "goes off", they may jettison it, box and all. This may be an attraction to the lions, so it's not hard to imagine a lion tearing into a box and ending up with a plastic necklace.

The Steller Sea Lion to the right has two bands around its neck with the flesh bulging out between the two.

Thankfully there were no whale entanglements in 2013 that needed our attention.

All previous entanglements we've dealt with have been crab fishing gear involving as many as 5 separate buoy lines (July 2008). Considering that each buoy in the adjacent photo represents an ± 85 lb (39kg) trap, it's not surprising that, in this situation, we see the entangled whale swimming at an upward angle in order to get its blow-hole out of the water. Fortunately, once we get the key lines cut, the trap comes free and sinks to the bottom.



5 trap tangle

photo Rod Palm



A double strangle

photo Jason Feaver

Mortality recording – background

Mortalities play a significant role in monitoring the marine environment. If there is something amiss out there, or if we humans have been up to no good, necropsies are an excellent way to give evidence. Most animals we look at have died of multifaceted natural causes but on occasion we find human cause. Two of the years reported Sea Otter mortalities found in January near Long Beach with their hides and heads cut off; I find this particularly disturbing in that none of the meat was utilized.

2013 Summary

DATE	TIME	NUMBER	SPECIES	TYPE	SITE	COMMENT
2013/01/03	12:00	2	Sea Otter	stranded	Box I.	skinned, decapitated
2013/01/17	AM	1	Sea Otter	stranded	Sharpe Ck.	gone within a week, likely wolves, often seen at this site
2013/05/08	10:18	1	Steller Sea Lion	stranded	Cleland I.	immature eagle predating
2013/10/03	AM	1	Salmon Shark	stranded	Chesterman Bch.	
2013/04/03		1	Steller Sea Lion	floater	Cleland I.	
2013/05/19	7:09	1	Steller Sea Lion	stranded	Long Bch.	eagle predating
2013/07/07	17:30	1	Steller Sea Lion	floater	Plover Rfs.	
2013/07/08	12:00	1	Harbour Seal	stranded	Vargas I.	headless
2013/08/01	11:00	1	Harbour Porpoise	floater	Wilf Rk.	
2013/08/01	17:50	1	Dall's Porpoise	floater	Foam Rfs.	
2013/08/06	PM	1	Gray Wolf	floater	Tree I.	
2013/08/10		1	Harbour Seal	stranded	Rankin Cove	crow predating
2013/08/14		1	Steller Sea Lion	floater	Dagger Pt.	
2013/08/19	8:30	1	Harbour Seal	stranded	Dark I.	
2013/09/12	16:40	1	Harbour Seal	floater	Cox Pt.	visible body punctures
2013/09/12	14:50	1	Killer Whale	floater	Long Bch., 8nm off	
2013/10/17		1	Harbour Seal	floater	Blunden I.	
2013/11/21		1	Steller Sea Lion	floater	Leeke I;	no visible trauma
2014/01/15		1	Sea Otter	stranded	Stockham I.	necropsy report not yet released

A significant mortality in 2013 was the northern resident Killer Whale I46. From our newsletter, "I46 was a late middle-aged *Kawkawin* who appeared to have normal bodyweight, and had fairly recently been eating, as was evident by the salmon bones that were found in the upper intestinal track along with a barbless treble hook that had not traumatically obstructed digestion. No major external or internal trauma was found, so it's now up to the lab at Abbotsford to see what they can find with their histo-, toxo- and all their other ologies. These folks are very thorough, but it all takes time, so it may be a while before I can get back to you with any results."

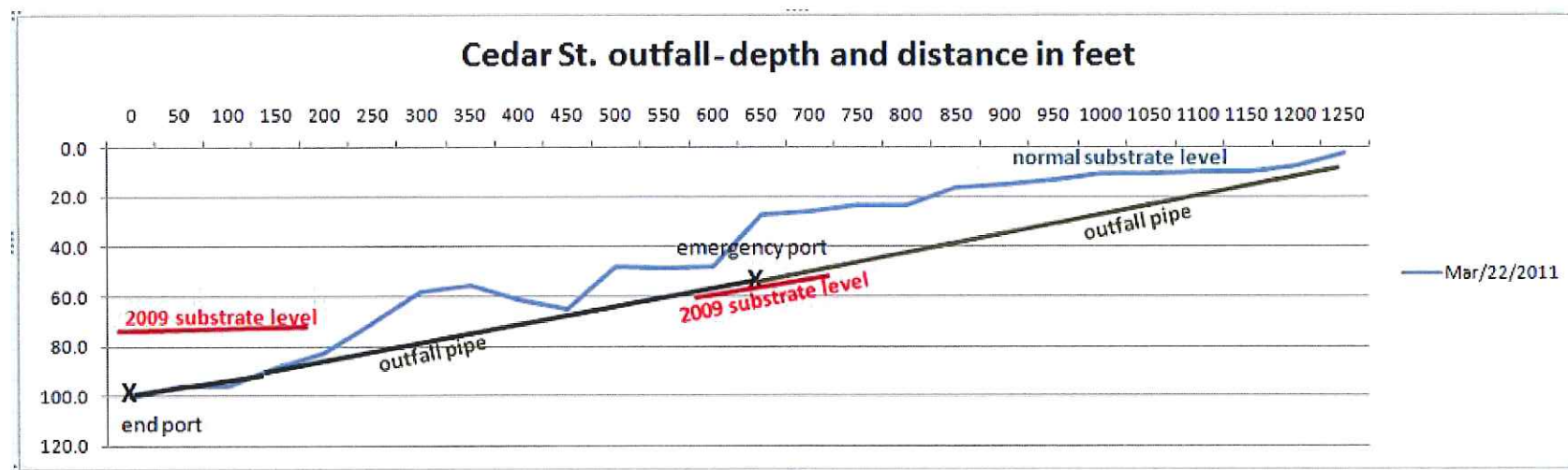
Tofino outfalls – background

Tofino has 2 outfall pipes both terminating in Duffin Passage at a depth of 30+ metres. The pipes were laid with maximum accessible depth for a maximum cone of dispersion as the, after grinding, human feces rises to the surface. These pipes were laid in 1985 and are in as-new condition to this day. Each has an 8" inside diameter and is constructed of heavy gauge (series 45) Sclair pipe. Another advantage to this site is the powerful currents in the pass that scour the bottom, keeping the area clear of negatively buoyant materials, such as washroom tissue and things that should not have been flushed in the first place.

In December of 2009, while performing the annual outfall inspection, I was stunned to find that the end port of the pipe was under about 10 metres of sand, while a considerable section of the shoreward section of the pipe was now exposed; this indicated that a considerable amount of sand from the beach had slid down to cover the end port of the pipe. As most of the effluent is fresh water, it was still percolating up through the sediment. This prompted our present project, in partnership with the District of Tofino, to take weekly soundings over the end port of the pipe in order to learn how quickly a burial such as this can move in, how high the sand can build up, how long it takes to return to normal and whether there are any meteorological factors that may trigger the movement. Since discovering the burial in Dec. 2009, over a period of 16 weeks, we tracked the substrate as it returned to its normal level. The fear here: is there a substrate level of coverage that would actually stop the flow out of the end of the pipe causing the effluent to backup and out the manhole at Cedar Street? Due to this concern, we cut an emergency port about midway along the pipe.

It's interesting to note that on the surface above the end port there is generally a scattering of gulls, particularly Mew Gulls, who can be seen picking tidbits out of the water; I doubt that there are any fecal pathogens that would be of any concern to the birds. The bottom at the end port is carpeted with shoulder-to-shoulder Irish Lord sculpins who are gorging on feces as it comes out of the pipe.

It is the hope of all involved parties that we will one day have a state-of-the-art treatment plant that would ease our conscience and be seen as a model for other heavy rainfall communities.



Future works

In 2014, we will be starting a program of monitoring the waters in the vicinity of the pipe's end port for dissolved oxygen levels in order to assess any significant biological breakdowns.

At some point we would also like to have lab tests done for toxicology in the surrounding substrate and attached lifeforms, such as the adjacent Sea Mussels.

Record numbers

The maximum number of critters seen in a single day is interesting. Our study area is from the lower end of Long Beach at Quisitas Point to Barney Rocks at the northwest side of the entrance to Hot Springs Cove.

Transient Killer Whales

- 30+ are occasionally seen in the open ocean off Clayoquot
- most annual days of visitation was 89 in 2010

Humpback Whales

- 49 on October 11, 2009, spread out in groups of 1-14 from Quisitas Pt. to Hot Springs Cove, all within 3 nautical miles of shore

Sea Otters

- in October 2007, in excess of 100 were not uncommon at Hegan Reef off Bartlett Island

California Sea Lions

- upwards of 700 animals in the spring of 2007 at Berryman Point and its adjacent waters
- this haul-out was also shared by even more Steller Sea Lions

Ocean Sun Fish

- 5 on August 19, 2005
- 5 on September 6, 2005
- all sightings were scattered in the open ocean

Brown Pelicans

- about 50 on June 15, 2006 at Cleland Island

Build-A-Whale education program – background

This program was initiated as a tool to inspire a passion for the whales and the marine environment in all who experience it.

On August 29, 1997 a dead Killer Whale was reported drifting 17 miles offshore. It took our Society's small research boat eleven hours to tow the body to Strawberry Isle, with many fuel and food deliveries from supporting whale-watching vessels.

A full necropsy was presided over by Dr. Craig Stephen, vet at Malaspina College, with Graeme Ellis of the Nanaimo Biological Station, Dr. Jane Watson of Malaspina College and Rod Palm from Strawberry Isle Marine Research Society in attendance. DNA analysis by Dr. Lance Barrett-Lennard confirmed that this animal was a member of the offshore community of Killer Whales; Graeme Ellis later confirmed that the 5.5m (18ft) female Orca's saddle patch and dorsal fin identified her as O120. No clear cause of death was found, though her heavily worn teeth and thin blubber suggest that she may have been old and far removed from her home in more southern waters; a massive cavity extending into the jaw bone may also have been a factor.

Many days of chopping, hacking, sweating and swearing and we had all the bones either buried in the garden, hanging in the sea or boiling in a pot. After a year of bleaching in the sun, Dominique Dupuis (Pipot) organized a crew of volunteers, who put in close to 700 hours scrubbing the bones and treating them with several coats of a non-toxic penetrating epoxy.

Pipot and Robinson Cook created the ingenious Orca-sized framework that supports the skeleton and shows the animal's internal organs. The whole prop can be taken apart in 15 minutes and fits into a small enclosed utility trailer custom made for the purpose.

On January 19, 1999, the Build-A-Whale program premiered to a general public audience at the Green Point Amphitheatre in the Long Beach Division of Pacific Rim National Park. Following that, presentations have inspired people at various venues, such as Wickaninnish Elementary School, Ucluelet Elementary School, the Rainforest Interpretation Centre and even outdoors. Participant groups have ranged from grade one to university-level along with Elder Hostels and the general public. In the spring of 1996, Parks Canada negotiated with us to take the program to their Discovery Centre in the Crystal Gardens at Victoria. This was so popular that Parks asked if they could take our whale to Hamilton, Ontario. Orca O120 worked at Discovery Centre, HMCS Haida National Historic Site of Canada until the fall of 2008.

2013 Summary

At long last Build-A-Whale made it's way to Ahoasht where Marla Barker, in cooperation with the Raincoast Education Society's Kimberly Johnston, presented the program to four classes and other community members. Thanks to SonBird Refuse & Recycling for free transportation over the waters on their garbage barge - some tricky timing was involved with that.

Among other interpretations, programs were also given at both the Ucluelet and Tofino Comunity Halls for Whale Fest.



At the Shaw Discovery Centre in Sidney, BC photo Albert Shepard

Financial Statement
STRAWBERRY ISLE MARINE RESEARCH SOCIETY
Statement of Operations
Income Statement 1-3-2007 to 2-28-2012

REVENUE TO FEB. 28	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
Stipends	\$ 3,528.00	\$ 14,235.00	\$ 16,199.00	\$ 15,995.00	\$ 19,729	\$ 14,608	\$ 13,293	\$ 9,785	\$ 11,934	\$ 11,482
Donations and memberships	\$ 3,724.00	\$ 8,165.00	\$ 11,265.00	\$ 7,162.00	\$ 6,730	\$ 4,892	\$ 3,646	\$ 1,400	\$ 9,991	\$ 4,372
Fundraising	\$ 200.00								\$ 10,446	
Government/HRDC						\$ 200				
Miscellaneous		\$ 55.00	\$ 357.00	\$ 78.00		\$ 154		\$ 33	\$ 6,944	\$ 1,001
Grants	\$ 5,000.00	\$ 1,000.00								
Government funding	\$ 3,000.00	\$ 3,948.00			\$ 1,500	\$ 4,050	\$ 6,272		\$ 450	\$ 4,600
Total income	\$ 15,452.00	\$ 27,403.00	\$ 27,821.00	\$ 23,235.00	\$ 27,959	\$ 23,904	\$ 23,211	\$ 11,218	\$ 39,765	\$ 21,455
EXPENSES TO FEB. 28th										
Accounting fees	\$ 1,637.00	\$ 797.00	\$ 1,304.00	\$ 1,424.00	\$ 565	\$ 1,338	\$ 465	\$ 1,072	\$ 701	\$ 1,389
Advertising and promotion		\$ 500.00	\$ 795.00	\$ 966.00	\$ 85	\$ 50			\$ 386	
Amortization	\$ 629.00	\$ 1,024.00	\$ 1,302.00	\$ 2,349.00				\$ 2,154	\$ 1,947	\$ 1,366
Boat charter and expenses				\$ 553.00	\$ 120	\$ 360	\$ 1,044	\$ 135	\$ 1,801	\$ 30
Business taxes and licenses	\$ 62.00	\$ 27.00	\$ 60.00	\$ 61.00				\$ 45	\$ 70	\$ 45
Computer expenses							\$ 30	\$ 156	\$ 79	
Employee salaries										
Employee benefits										
Food										
Honorariums	\$ 136.00	\$ 943.00	\$ 937.00	\$ 1,523.00					\$ 1,655	\$ 50
Insurance, licences and dues	\$ 3,091.00	\$ 3,094.00	\$ 4,034.00	\$ 3,412.00	\$ 3,603	\$ 3,586	\$ 3,448	\$ 2,986	\$ 2,666	\$ 2,163
Interest and bank charges	\$ 72.00	\$ -					\$ 5		\$ 4	\$ 15
Office	\$ 110.00	\$ 50.00	\$ 362.00	\$ 732.00	\$ 124	\$ 739	\$ 104	\$ 426	\$ 1,209	\$ 49
Photography						\$ 54		\$ 76	\$ 44	
Rental									\$ 466	\$ 621
Repairs and Maintenance			\$ 40.00	\$ 275.00		\$ 49	\$ 142		\$ 203	\$ 165
Sub-contracts	\$ 13,953.00	\$ 27,199.00	\$ 17,803.00	\$ 22,700.00	\$ 16,820	\$ 15,560	\$ 15,375	\$ 8,645	\$ 21,382	\$ 13,156
Supplies				\$ 273.00	\$ 662	\$ 39	\$ 6	\$ 247	\$ 393	\$ 72
Travel			\$ 164.00				\$ 450		\$ 147	
Total expenses	\$ 19,690.00	\$ 33,634.00	\$ 26,801.00	\$ 34,268.00	\$ 21,979	\$ 21,775	\$ 21,069	\$ 15,942	\$ 33,153	\$ 19,121
Other Income										
Loss on disposal of assets	\$ (73.00)									

References

Department of Biology, University of Victoria

Monitoring sea birds is expensive but your transects appear to be done in a very economical and efficient way. Being based in Tofino you have the advantage of being prepared to go to sea whenever the weather is suitable, and this is an important benefit of your work, especially in the winter.

Monitoring sea birds, the most conspicuous marine organisms, is also an established and useful way of keeping track of physical and biological ocean processes that affect the marine food webs that are commercially important. For example, sea birds have routinely been used to demonstrate the effects of El Nino events on coastal and oceanic marine systems in many parts of the world.

– Alan E. Burger, Associate Professor

Canadian Wildlife Service, Institute of Ocean Sciences

The purpose of this letter is to confirm that I have received copies of the data from your offshore transects spanning October 1993 through March 1996. These data, that you so generously provided, are valuable additions to the work the Canadian Wildlife Service is continuing (on a ship-of-opportunity basis), monitoring the spatial and temporal variation in sea bird abundance of the west coast of Vancouver Island.

I have been attempting to differentiate between the 'normal' annual and seasonal variability and that caused by the anomalous warm water. Having access to your data base will undoubtedly assist me in this exercise.

– Ken Morgan, Ecosystem Biologist

Abbotsford Animal Health Centre

Thank you for forwarding the Strawberry Island Research Society 2000-2001 Year End Report. Your group is doing some fantastic work and I am very pleased to have a chance to collaborate with you. Our thanks to Strawberry Isle for your continued efforts to obtain tissues for pathologic evaluation. This does provide invaluable insights into the natural history of these animals. Kindest regards,

– Dr. Stephen Raverty, Chief Veterinarian

Fisheries and Oceans, Pacific Biological Station

This letter is sent in confirmation that Strawberry Isle Research has contributed in a significant way to ongoing long term research on Killer Whales in the waters of the NE Pacific. They have contributed many photo-identification pictures to the data base archived at the Pacific Biological Station, that have helped to fill in pieces of the puzzle of Killer Whale distribution and population dynamics. Some of the animals they have photographed have subsequently been seen as far south as Los Angeles and others as far north as Glacier Bay. We are trying to keep track of animals that obviously cover huge areas and so are very dependent on many dedicated people to help us with this daunting task. Data on feeding habits of killer whales collected by Strawberry Isle Research has helped enhance our 20 years of feeding data analysis which is presently submitted for publication with Rod Palm as one of the authors. This type of data takes many years to gather, but again is greatly enhanced by contributions from other researchers.

Strawberry Isle Research has also done a tremendous job of responding to a variety of whale strandings. All data collected has been generously shared with other institutions.

I admire the level of cooperation and support these people have fostered in the Tofino area and would like all involved to know the support is very much appreciated and acknowledged.

– Graeme Ellis

Pacific Biological Station

Rod, its great to see you're maintaining a record of counts (Sea Lion) for local sites. It's very useful information, as DFO population surveys don't provide fine-scale information on seasonal distribution.

– Peter Olesiuk, Piniped Biologist

Canadian Heritage, Pacific Rim National Park Reserve

Data that contributes to how and why the whales use Grice Bay and their impacts on the estuary will assist Park Managers in making wise decisions on habitat protection, and utilization of this area by visitors. With long term monitoring of offshore waters a useful measure of the changes occurring in coastal ecosystems can be documented. This data is of value to the Parks in determining the impacts of natural or human disturbances on the shores and marine ecosystems under the stewardship of Parks Canada.

Rod and Kechura Palm have provided Pacific Rim National Park Reserve with a wealth of reports and data, but it is not just their data which is impressive. They have demonstrated a high degree of concern for maintaining minimal impact on the habitats and the animals they observe. Their enthusiasm is contagious and their eagerness to share their knowledge has inspired visitors and park staff alike. Strawberry Isle Research has presented their findings to Pacific Rim Elder Hostel programs, and has involved park staff in the first hand experience of data collection and field observations. This has enhanced the park's ability to provide accurate, credible and up-to-date programs on the marine environment to the public

The ethics and philosophy of Rod and Kechura Palm of Strawberry Isle Research is exemplary. As environmental citizens they receive my admiration and greatest appreciation for their support.

– Heather Holmes, Acting Marine Ecologist

Ucluelet Secondary School

Thank you for supporting our Career Preparation program at Ucluelet Secondary School. Work experience is a vital part of a student's education. In order for us to offer students a chance to explore career options, we rely on the opportunities presented by local employers such as yourself.

The generosity that you have delivered over the last year is greatly appreciated. The knowledge time and guidance that you have donated to our youth are invaluable.

Thank you again for your support. I look forward to working with you again in the future.

– Carol Sedwick, Career preparation Coordinator

BC Department of Conservation and Protection

I would like to congratulate Rod Palm and crew on a successful disentanglement. No easy task, I'm sure.

– Ron D. Kehl, Supervisor, Port Alberni Field District

Orca Lab

Many, many thanks for this (Killer Whales T008 update). it's really great of you to remember our needs & timing, & what you've sent us is perfect! Naeco's story is a wonderful account of a day in you guys' lives, so please pass along our compliments & thanks.

– Paul & Helena Spong

Parks Canada, The Wild Coast Project

Thanks to Strawberry Isle Marine Research Society, for its dedicated observer network and Rod Palm's recording for a large number of these observations (wolves).

– Bob Hansen, Project coordinator, Wildlife-Human Conflict Specialist

Authorship of publications

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Shipwreck inventory Pacific Rim National Park. Palm, R.S. 1978.

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Acknowledgements of contributions to publications

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Josie Osborne, B.Sc., M.R.M. and Caron Olive, PhD., Eelgrass monitoring and research in Clayoquot Sound 2013.

HOW YOU CAN HELP

Get involved in Strawberry Island Marine Research Society. Lend us your views and ideas.

BECOME A MEMBER

Environmental monitoring increases in value the longer it is carried out. These works need to be financially self-supporting in order to continue and expand.

- For a minimum \$30 donation, become a Member and receive our periodic E-newsletters.
- For a minimum \$100 donation, become a Private Sponsor and receive our periodic E-newsletters and Year End Report.
- For a minimum \$1000 donation, become a Corporate Sponsor and receive our E-newsletters, Year End Report and certificate of appreciation.
- At \$5000, PATRONS rule

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Tax receipts are issued upon request.

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