



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 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 – September 9, 2015	8-16
<i>THAT the minutes of the Board of Directors meeting held on September 9, 2015 be adopted.</i>	
b. Special Board of Directors Meeting – September 16, 2015	17-20
<i>THAT the minutes of the Special Board of Directors meeting held on September 16, 2015 be adopted.</i>	
c. Bamfield Water Advisory Committee Meeting – September 15, 2015	21-23
<i>THAT the minutes of the Bamfield Water Advisory Committee meeting held on September 15, 2015 be adopted.</i>	
d. Alberni Valley and Bamfield Services Committee – September 16, 2015	24-28
<i>THAT the minutes of the Alberni Valley and Bamfield Services Committee meeting held on September 16, 2015 be adopted.</i>	
e. Alberni Valley and Bamfield Services Committee – October 6, 2015	29-30
<i>THAT the minutes of the Alberni Valley and Bamfield Services Committee meeting held on October 6, 2015 be adopted.</i>	

5. **PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)**

- a. **Ms. Edna Cox, Alberni Valley Transition Town Society Food Group regarding the Group's History and Plans and a Request for Assistance in Accessing Office Space.**
- b. **Mr. George Brandd regarding Drag Event and Race and Sand Hill Cranes Migration at the Alberni Valley Airport.**

6. **CORRESPONDENCE FOR ACTION**

7. **CORRESPONDENCE FOR INFORMATION**

- a. **THE ARMY NAVY AND AIR FORCE VETRANS IN CANADA** **31**
Advertisement
- b. **RECYCLING COUNCIL OF BC** **32-33**
October 19th-25th, 2015 National Waste Reduction Week
- c. **METRO VANCOUVER** **34-43**
Provincial Climate Leadership Plan Process
(Final Report Held in Office)
- d. **ISLAND COASTAL ECONOMIC TRUST** **44-45**
2014/2015 Annual Report
- e. **AUDITOR GENERAL FOR LOCAL GOVERNMENT**
Performance Audit Report on Comox Valley Regional District – **46**
“Achieving Value for Money in Operational Procurement”
Performance Audit Report on the District of West Vancouver – **47**
“Achieving Value for Money in Operational Procurement”
Performance Audit Report on the City of Surrey – “Achieving Value for **48**
Money in Operational Procurement”
- f. **YOUTH PARLIAMENT OF BRITISH COLUMBIA ALUMNI SOCIETY** **49**
British Columbia Youth Parliament 87th Parliament
- g. **BC HYDRO** **50-59**
Vancouver Island-Sunshine Coast Community Relations 2015 Annual
Report
- h. **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT** **60**
Approval of Infrastructure Planning Grant for Cherry Creek Water
Infrastructure Assessment
- i. **UNION OF BRITISH COLUMBIA MUNICIPALITIES** **61**
UBCM Convention
- j. **PARKS CANADA** **62**
Reduced Speed Zone and New Crosswalk Lines at the Rainforest Trail on
Highway 4 in Pacific Rim National Park Reserve

THAT the Board of Directors receive items a-j for information.

8. **REQUEST FOR DECISIONS & BYLAWS**

- a. **REQUEST FOR DECISION** **63-67**
Request for Financial Aid – 2016 Fire Training Conference in Port Alberni.

THAT the Alberni-Clayoquot Regional District Board of Directors approve the funding request from the BC Fire Training Officers Association Host Committee to help offset costs for the 2016 Fire Training Conference to be held in Port Alberni May 14th to 19, 2016 as follows:

- a. *Up to a maximum of \$5,000.00 in 2015 including in-kind through the 2015 Special Events Fund; and;*
- b. *the remaining funds for a total of \$10,000.00 combined be included in the 2016 grants-in-aid.*

- b. **REQUEST FOR DECISION** **68-84**
Salmon Beach Maintenance Services Contract

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a contract with Ryan Smith Services to provide maintenance services to Salmon Beach Recreational Village for a two year term commencing November 1, 2015 and ending October 31, 2017 at a cost of \$63,425 per year.

- c. **REQUEST FOR DECISION** **85-106**
Canadian Red Cross – Disaster Response Agreement

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Disaster Response Agreement with the Canadian Red Cross Society for a one year term in the amount of \$10,000.00 for the provision of disaster relief services in the Alberni Valley.

- d. **REQUEST FOR DECISION** **107-118**
DND Lease Renewal – Receiver Facility – Long Beach Airport

THAT the Alberni-Clayoquot Regional District Board of Directors renew the Department of National Defense Receiver Facility lease at the Long Beach Airport for a 15 year term commencing June 1, 2015 with an annual rent of \$4,840.00 per year plus applicable taxes with increases based on the prior year's BC CPI increases.

- e. **REQUEST FOR DECISION** **119-130**
Conditional Grant Agreement for BC Air Access Program (BCAAP)

THAT the Alberni-Clayoquot Regional District Board of Directors enter in to a Conditional Grant Agreement with the BC Air Access Program to a maximum of \$1,273,140 or 75% or total eligible project costs, whichever is less, towards the Long Beach Airport Runway Lighting Project.

- f. **REQUEST FOR DECISION** **131-134**
Vacant Land Lease with Western Forest Products (WFP)

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a vacant land lease with Western Forest Products for a portion of land adjacent to the 3rd Avenue Recycle Depot for a three year term of commencing November 1, 2015 for the annual lease of \$2400.00 per year plus GST.

- g. **REQUEST FOR DECISION** **135-174**
Finance Warrant No. 557

THAT the Board of Directors approves Finance Warrant Number 557 in the amount of \$1,331,250.87 dated September 30, 2015.

- h. **REQUEST FOR DECISION** **175-178**
Revenue Anticipation Borrowing Bylaw – BC Air Access Program (BCAAP)

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1122, 2015”.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1122, 2015”.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1122, 2015”.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1122, 2015”.

- i. **ADMINISTRATIVE MEMO** **179-180**
Appointment Sproat Lake Volunteer Fire Department

THAT the Alberni-Clayoquot Regional District Board of Directors receive the results of the Sproat Lake Volunteer Fire Department elections held Tuesday, October 6, 2015 and agree to the appointment of Michael Cann as Fire Chief of the Sproat Lake Volunteer Fire Department for a three year term.

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter of appreciation to Wade Hepp for his service as Fire Chief of the Sproat Lake Volunteer Fire Department for the past three years.

- j. **REQUEST FOR DECISION** **181-189**

Agricultural Support Services

THAT the Board of Directors support the application of the Agricultural Development Committee to host the 2017 Islands Agriculture Show (IAS) in Port Alberni and host the 2016 IAS Welcome Reception in Cowichan.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVC15009, FORSTVED, 1136 FRONT STREET – SALMON BEACH** **190-205**
Development Variance Permit Application – Report

THAT the Board of Directors pass a resolution to consider issuing development variance DVC15009 subject to the issuance of a Development Permit to satisfy the requirements of the South Long Beach OCP.

- b. **DVC15012, RUCKS, 1138 THIRD AVENUE – SALMON BEACH** **206-215**
Development Variance Permit Application – Report

THAT the Board of Directors pass a resolution to consider issuing development variance DVC15012 subject to removal of the second storey of the storage building.

- c. **DPD15007, SWANSON, 8974 STIRLING ARM DRIVE** **216-227**
Development Permit Application – Report and Permit

THAT the Board of Directors pass a resolution to issue development permit DPD15007.

- d. **DVD15011, GREAT CENTRAL HOLDINGS LTD, 10750 CENTRAL LAKE ROAD** **228-234**
Development Variance Permit Application – Report

THAT the Board of Directors pass a resolution to consider issuing development variance DVD15011.

- e. **RD15006, DANELIUK, TWO RIVERS ARM – SPROAT LAKE** **235-265**
Rezoning Application – Report and Bylaws P1331 and P1332

THAT Sproat Lake Official Community Plan Amendment Bylaw No. P1331 be read a first time.

THAT Regional District of Alberni-Clayoquot Zoning Text and Atlas Amendment Bylaw P1332 be read a first time.

THAT the public hearing for Bylaws P1331 and P1332 be delegated to the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional District.

THAT the Board of Directors confirm that adoption of Bylaws P1331 and P1332 is subject to:

- 1. A positive referral recommendation from the Ministry of Forests, Lands and Natural Resource Operations;*
- 2. Confirmation from a Registered On-Site Wastewater Practitioner or professional engineer that the soils on-site are capable of accommodating on-site sewage disposal for a seasonal residence; and*
- 3. Meeting technical referral agency requirements.*

- f. **DVE15010, EVANS, 7955 BEAVER CREEK ROAD** **266-267**
Development Variance Application – Memorandum and Permit

THAT the Board of Directors pass a resolution to issue development variance DVE15010.

10. REPORTS

10.1 STAFF REPORTS

- | | | |
|----|---|----------------|
| a. | CAO Report – October 9, 2015 | 268-269 |
| b. | Financial Manager Report – October 8, 2015 | 270 |
| c. | Staff Action Items Report – October 9, 2015 | 271-277 |
| d. | Solid Waste Management Plan Review and Implementation Process – Organic Waste Diversion Strategy – October 14, 2015 | 278-280 |

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

10.2 COMMITTEE REPORTS

- a. **West Coast Committee meeting – October 7, 2015 – T. Bennett (verbal)**

THAT this verbal report be received.

10.3 OTHER REPORTS

- | | | |
|----|--|----------------|
| a. | Coastal Community Network
Coastal Community Network Note and Information | 281-297 |
| b. | Air Quality Council
September 24, 2015 Meeting Minutes | 298-300 |

THAT the Board of Directors receive the above reports.

11. **UNFINISHED BUSINESS**

12. **LATE BUSINESS**

13. **QUESTION PERIOD**

14. **ADJOURN**

Next Board of Directors Meeting: Wednesday, October 28, 2015, 1:30 pm



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, SEPTEMBER 9, 2015 1:30PM

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

DIRECTORS

Josie Osborne, Chairperson, Mayor, District of Tofino

PRESENT:

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

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

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

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

Lucas Banton, Director, 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, YuułuꞀiꞀath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

MOVED: Director Banton

SECONDED: Director St. Jacques

THAT the agenda be approved as circulated with an amendment delaying delegation until later in the meeting.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – August 26, 2015

MOVED: Director Kokura
SECONDED: Director St. Jacques

THAT the minutes of the Board of Directors meeting held on August 26, 2015 be adopted.

CARRIED

b. Alberni-Clayoquot Transportation Committee Meeting – August 5, 2015

MOVED: Director McLeman
SECONDED: Director Kokura

THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on August 5, 2015 be adopted.

CARRIED

5. CORRESPONDENCE FOR ACTION

a. Reconciliation Canada, August 28, 2015, regarding Residential School Survivors Society Orange Shirt Day to recognize those that survived Residential School and those that did not return

MOVED: Director Ruttan
SECONDED: Director Jack

THAT the ACRD Board of Directors approve the purchase of Orange Shirts for staff and directors in recognition of residential school survivors to wear at UBCM and on Orange T-Shirt Day on September 30th.

CARRIED

b. Correspondence referred from the District of Tofino requesting the Alberni-Clayoquot Regional District Staff to work with Eco West

MOVED: Director Ruttan
SECONDED: Director St. Jacques

THAT the Alberni-Clayoquot Regional District Board of Directors refer the correspondence from the District of Tofino requesting the Regional District to work with Eco West on green infrastructure to staff for consideration and report back to the Board of Directors.

CARRIED

MOVED: Director Bennett
SECONDED: Director Ruttan

THAT the staff report regarding working with Eco West be referred to the West Coast Committee prior to coming back to the Board of Directors for consideration.

CARRIED

6. CORRESPONDENCE FOR INFORMATION

- a. PROVINCE OF BRITISH COLUMBIA LEGISLATIVE ASSEMBLY**
Coquitlam-Maillarville MLA Selina Robinson is available at the Union of BC Municipalities Annual Conference for meetings
- b. AUDITOR GENERAL FOR LOCAL GOVERNMENT**
Release of a Performance Audit Report on The City of Vernon
- c. ISLAND COASTAL ECONOMIC TRUST**
Harbour Investments Support Fishing, Tourist Industries in Sayward
- d. ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Update on Natural Gas Operating Agreement
- e. TOURISM VANCOUVER ISLAND**
A Status Update on Tourism Vancouver Island's Support for the Provincial Tourism Strategy

MOVED: Director McLeman
SECONDED: Director Kokura

THAT the Board of Directors receive items a-e for information.

CARRIED

MOVED: Director Cote
SECONDED: Director McLeman

THAT the ACRD Board of Directors forward a letter to Joe Stanhope, Past President, AVICC thanking them for their focused efforts and a positive outcome with regards to the Natural Gas Operating Agreement.

CARRIED

7. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding Parks Canada Lease Renewal – Long Beach Airport.**

MOVED: Director Bennett
SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors renew Parks Canada's lease at the Long Beach Airport for a 3 year term commencing September 1, 2015 and ending August 31, 2018 at a rate of \$30,000.00 per year plus applicable taxes.

CARRIED

b. Request for Decision regarding Finance Warrant No. 556.

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Board of Directors approves Finance Warrant Number 556 in the amount of \$851,474.38 dated August 31, 2015.

CARRIED

c. Request for Decision regarding Input to Pacific Salmon Treaty Renegotiation

MOVED: Director St. Jacques

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors send the attached letter to key Fisheries and Oceans staff regarding our efforts to ensure that the concerns of the Region be explained to negotiating staff.

CARRIED

d. Request for Decision regarding Services of a Collection Agency

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors instructs staff to secure the services of J. McMillan Bailiff & Collection Ltd. to provide services related to collect uncollectible account balances that cannot be transferred to property tax accounts.

CARRIED

e. Request for Decision regarding Beaver Creek Volunteer Fire Department (BCVFD) Rescue/Utility Truck Purchase

MOVED: Director McLeman

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors authorize the purchase of a rescue/utility truck for the Beaver Creek Volunteer Fire Department from Safetek Firetrucks.ca's in the amount of \$159,952 plus GST & PST.

CARRIED

f. Request for Decision regarding AV Landfill – Wood Grinding

MOVED: Director Kokura

SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors select Pacific Wood Waste Inc. for the wood grinding service at the Alberni Valley Landfill in the amount of \$16,800 plus GST.

CARRIED

g. Request for Decision regarding Alberni Valley Golf Club & Long Beach Recreation Cooperative Tax Exemption

MOVED: Director Bennett

SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw cited as “2015 Tax Exemption Bylaw No. F1121.”

CARRIED

MOVED: Director Bennett

SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw cited as “2015 Tax Exemption Bylaw No. F1121.”

CARRIED

MOVED: Director Bennett

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as “2015 Tax Exemption Bylaw No. F1121.”

CARRIED

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw cited as “2015 Tax Exemption Bylaw No. F1121.”

CARRIED

h. Request for Decision regarding Woodstove Exchange Funding Program

MOVED: Director McNabb

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District apply for funding through the BC Government "Provincial Wood Stove Exchange Program" in order to continue with the Woodstove Exchange Program in the Alberni-Clayoquot Region in 2016.

CARRIED

i. Request for Decision regarding Nordstrom Park, 6038 Beaver Creek Road

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Board of Directors:

Agree in principle to the Nordstrom Playground Proposal subject to:

- the specific make and model being approved by the ACRD staff prior to fundraising;*
- the installation of the playground structure being supervised by a qualified professional;*
- support of the Beaver Creek Advisory Planning Commission;*
- support from applicable referral agencies;*
- support from the Beaver Creek Volunteer Fire Department.*

CARRIED

8. PLANNING MATTERS

8.1 ELECTORAL AREA DIRECTORS ONLY

a. DPD15005, WALLEY, 10192 BISHOP DRIVE

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to issue development permit DPD15005.

CARRIED

b. DPD15008, KONKIN, 19140 PACIFIC RIM HIGHWAY

MOVED: Director Cote

SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to issue development permit DPD15008.

CARRIED

c. DVE15010, EVANS, 7955 BEAVER CREEK ROAD

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to consider issuing development variance DVE15010.

CARRIED

d. SE14002, EVANS, 7955 BEAVER CREEK ROAD

MOVED: Director McNabb

SECONDED: Director Banton

THAT the Board of Directors waive the 10% road frontage requirement for proposed Lot 1 as per plan EPP52913.

CARRIED

9. REPORTS

9.1 STAFF REPORTS

- a. CAO Report - September 3, 2015**
- b. Planning and Development Report – September 2, 2015**
- c. Staff Action Items Report – September 4, 2015**
- d. Building Inspector’s Report – August, 2015**

MOVED: Director Jack

SECONDED: Director Kokura

THAT the Board of Directors receives the staff reports a-d.

CARRIED

10. UNFINISHED BUSINESS

11. LATE BUSINESS

12. QUESTION PERIOD

13. RECESS

MOVED: Director Jack

SECONDED: Director Ruttan

THAT the Regular Board of Directors meeting be recessed in order to conduct the Regional Hospital District meeting.

CARRIED

The meeting recessed at 2:04 pm

14. RECOVENE

The meeting reconvened at 2:18 pm.

15. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Matt Hulse, BC Campaign Director, Our Horizon regarding the Implementation of Climate Change and Air Pollution Warning Labels on Gas Pumps**

Mr. Hulse provided an overview of Our Horizon and the implementation of climate change and air pollution warning labels on gas pumps. Our Horizon is a small non-for-profit organization that is seeking the implementation of climate change and air pollution warning labels on gas pumps across British Columbia and Canada, similar to those that we have on tobacco products. The labels can be required by municipal or provincial law. Our Horizon believes the labels are a simple, effective and low-cost way to engage fossil fuel users and create space for government and industry to implement climate-friendly transportation options. Mr. Hulse is travelling across BC this summer to advocate for implementation of this initiative. He also requested support from the Board for an upcoming Union of British Columbia resolution that will encourage the Province of British Columbia to implement the labels province wide.

MOVED: Director Bennett

SECONDED: Director Jack

THAT the ACRD Board of Directors forward a letter to the federal and provincial Government supporting the initiative by Our Horizon on climate change and air pollution information labels on gas pumps.

CARRIED

16. IN-CAMERA

MOVED: Director McNabb

SECONDED: Director Banton

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

- i. Labour or other employee relations;*
- ii. Purchase or sale of land or improvements, disclosure of which the Board considers could be harmful to the Regional District's interest.*

CARRIED

The meeting was closed to the public at 2:57 pm.

The meeting was re-opened to the public at 3:58 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

The ACRD Board of Directors reported out on the purchase of District Lot 105, Alberni District for \$495,000.00 to support operations at the Alberni Valley Landfill.

18. ADJOURN

MOVED: Director McNabb

SECONDED: Director Kokura

THAT this meeting be adjourned at 3:59 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, SEPTEMBER 16, 2015, 10:30 AM

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

DIRECTORS

Josie Osborne, Chairperson, District of Tofino

PRESENT:

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

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

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

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

Chris Alemany, Alternate Director, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułuꞵitꞵath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

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

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

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

OTHERS

Denis Sauve, Councillor, City of Port Alberni

PRESENT:

Ken Watson, City Manager, City of Port Alberni

Ron Paulson, Councillor, City of Port Alberni

Jolleen Dick, Hupacasath First Nation

Ken Watts, Vice-President, Nuuchahnulth Tribal Council

Tim Pley, Fire Chief, City of Port Alberni

Dan Washington, Councillor, City of Port Alberni

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:31 am.

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

Introductions were conducted.

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

3. INVITED GUESTS

- a. **Pat Quealey, Assistant Deputy Minister, Emergency Management BC
Carol McClintok, Director, Organized Learning, Emergency
Management BC
Re: 2016 Coastal Response Exercise**

Mr. Pat Quealey, Assistant Deputy Minister, Emergency Management BC provided an overview of Emergency Management BC operations. Mr. Quealey and Ms. McClintok presented the 2016 Coastal Response Exercise – June 7 – 10, 2016. This is the first-ever provincially led, full-scale earthquake response exercise that will test elements of the new B.C. Earthquake Immediate Response Plan. The delegation discussed their local government engagement strategy.

Director McLeman left the meeting at 11:47 am.

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the following individuals be appointed as the 2016 Coastal Response Local Planning Committee:

- *Director John McNabb*
- *Russell Dyson, CAO*
- *Dan Holder, Emergency Coordinator*
- *Ken Watson, Manager, City of Port Alberni*
- *Timothy Pley, Fire Chief, City of Port Alberni*
- *ACRD Director from the City of Port Alberni*

CARRIED

MOVED: Director McNabb

SECONDED: Director Cootes

THAT the Alberni-Clayoquot Regional District Board of Directors direct the 2016 Coastal Response Exercise Local Planning Committee to prepare a report outlining a local plan to participate in the June 2016 Coastal Response Exercise.

CARRIED

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the 2016 Coastal Response Exercise be referred to the West Coast Committee for consideration of West Coast communities' involvement in the exercise.

CARRIED

Director Cootes left the meeting at 12:24 pm.

The meeting recessed at 12:24 pm.

The meeting re-convened at 12:34 pm.

4. IN-CAMERA

MOVED: Director McNabb
SECONDED: Director St. Jacques

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

- i. Negotiations and related discussions respecting the proposed provision of a Regional District Service that are at their preliminary stages, disclosure of which the Board considers could be reasonably be expected to harm the interests of the Regional District if they were held in public.*

CARRIED

The meeting was closed to the public at 12:34 pm.

The meeting was re-opened to the public at 12:39 pm.

5. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

The following was reported out in open meeting:

The Alberni-Clayoquot Regional District Board of Directors passed a resolution to enter into a section 219 covenant for Monks Point, Tofino, BC that ensures the property is protected from future subdivision and that the use does not change.

6. ADJOURN

MOVED: Director McNabb
SECONDED: Director Kokura

THAT this meeting be adjourned at 12:40 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE BAMFIELD WATER ADVISORY COMMITTEE HELD ON TUESDAY, SEPTEMBER 15, 2015, 5:30 PM

Bamfield Volunteer Fire Department Hall, 352 Pachena Road, Bamfield, BC

COMMITTEE Keith Wyton, Director, Electoral Area "A" (Bamfield)

PRESENT: Brad Anholt
Lisa Herbig
J.P. Hastey
Eric Clelland
John Mass
Barry Otterson

REGRETS:

STAFF PRESENT: Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services
Daniel Fredlund, Maintenance Technician Leadhand
Randy Fraser, Contractor, Environmental Services Department
Les Butler, Water Services Contractor

1. CALL TO ORDER

The Chairperson called the meeting to order at 5:30 pm.

The Chair recognized the meeting is being held in the Huu-ay-aht First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED BY: B. Anholt

SECONDED BY: L. Herbig

THAT the agenda be approved with the addition of a discussion regarding a proposed new Subdivision for South Bamfield Road.

CARRIED

3. REPORTS

a. Bamfield Water System Financial Statement – August 31, 2015

MOVED BY: B. Otterson

SECONDED BY: B. Anholt

THAT the Bamfield Water System Financial Statement dated August 31, 2015 be received and future statements show the breakdown of Administration costs and wages costs.

CARRIED

b. Build Canada Small Communities Fund Application Report

MOVED BY: L. Herbig

SECONDED BY: B. Otterson

THAT the Bamfield Water Advisory Committee receives this Report for information.

CARRIED

c. Proposed Water Treatment and System Assessment Report – Chris Downey, Koers Engineering (verbal)

Committee members requested that 2013 Proposed Water Treatment and System Assessment report be imbedded in these minutes and forwarded to members.

MOVED BY: L. Herbig

SECONDED BY: B. Otterson

THAT the Manager of Environmental Services/Acting Manager of Finance be directed to prepare an overall financial forecast to provide for existing system maintenance and up keep and proceed with the Treatment Plant.

CARRIED

Committee members had the following questions regarding if the Proposed Water Treatment Plants – does the proposed treatment plant go the referendum? who decides to go ahead with the plant? A follow-up report is requested for the next meeting of the Bamfield Water Advisory Committee meeting.

MOVED BY: B. Anholt

SECONDED BY: J. Mass

THAT the Huu-ay-aht First Nations be approached with regards to having discussion on the possibility sharing of the Proposed Water Treatment Plant.

CARRIED

MOVED BY: J. Mass

SECONDED BY: B. Anholt

THAT the cost of a data logger to record data history be explored in order to provide documentation to Island Health that turbidity meets drinking water standards.

CARRIED

4. NEW BUSINESS

a. The proposed new subdivision for South Bamfield Road was discussed with regards to needs, concerns and upgrades needed for homes and fire flow. Alberni-Clayoquot Regional District staff requested to follow-up with Planning and report back to the Committee. Staff also requested to provide a breakdown of where PILT is from – Federal buildings.

b. **Roll Report**

John Mass, John Thomas and Less Butler to re-inspect line to ensure anomalies are revisited and information to repair provided to the Bamfield Water Advisory Committee.

5. ADJOURN

MOVED BY: J. Mass
SECONDED BY: J.P. Hasty

THAT this meeting be adjourned 7:30 pm.

CARRIED

Certified Correct:

Keith Wyton,
Chairperson

Andrew McGifford,
Manager of Environmental Services/
Acting Manager of Finance



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY/BAMFIELD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY, SEPTEMBER 16, 2015

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

DIRECTORS

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

PRESENT:

Keith Wyton, Director, Electoral Area "A" (Bamfield)

Mike Kokura, Director, Electoral Area "B" (Beaufort)

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

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

Ron Paulson, Alternate Director, Councillor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Josie Osborne, Chairperson, Mayor, District of Tofino

REGRETS:

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

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

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Mike Irg, Manager of Planning and Development

Andrew McGifford, Acting Manager of Finance/Manager of
Environmental Services

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director Banton

THAT the agenda be approved as circulated.

CARRIED

3. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. **Mr. Rick Geddes, Deputy Fire Chief, Sproat Lake Fire Department regarding a request for Financial Aid – 2016 Fire Training Conference in Port Alberni.**

Mr. Geddes introduced Deputy Fire Chief Mike Kobus of the Beaver Creek Volunteer Fire Department. The delegation provided an overview of the 2016 Fire Training Conference which is being hosted by the Alberni Valley Fire Departments. The conference will take place May 14th to 19th, 2016 and will involve an estimated 200 attendees. Numerous training programs will be run concurrently. This represents a unique opportunity for firefighters in the Alberni Valley and other ACRD communities to access affordable, high quality firefighting training close to home. The training conference host committee, made up of the four Alberni Valley Fire Departments requests the ACRD support the 2016 training conference by providing \$10,000 in financial assistance to offset the costs.

MOVED: Director Kokura

SECONDED: Director McLeman

THAT the Alberni Valley/Bamfield Services Committee recommend that the ACRD Board of Directors approve \$5,000.00 in 2015 through the Special Events fund and the remaining \$5,000.00 funding request be referred for consideration during 2016 budget deliberations.

MOVED: Director Cote

SECONDED: Director Banton

THAT the main motion be amended as follows: THAT the ACRD Board of Directors approve up to a maximum of \$5,000.00 in 2015 including in-kind through the 2015 Special Events Fund and the remaining funds for a total of \$10,000.00 combined be included in the 2016 grants-in-aid for the 2016 Fire Training Conference in Port Alberni.

CARRIED

The main motion as amended was

CARRIED

4. ADOPTION OF MINUTES

a. Alberni Valley & Bamfield Services Committee Meeting – July 21, 2015.

MOVED: Director Kokura

SECONDED: Director Banton

THAT the minutes of the Alberni Valley and Bamfield Services Committee Meeting held on July 21, 2015 be adopted.

CARRIED

5. CORRESPONDENCE FOR ACTION

a. CANADIAN RED CROSS

Proposal for Emergency Social Services in the Alberni Valley

The Chief Administrative Officer provided an overview of Emergency Social Services (ESS) program and the services they provide in an emergency. Locally, there is trouble with recruiting volunteers for the ESS program. He provided an overview of the services Canadian Red Cross can provide in this area. Funds are available in the Alberni Valley Emergency Planning budget.

MOVED: Director McLeman

SECONDED: Director Banton

THAT the Alberni Valley/Bamfield Services Committee recommend that the ACRD Board of Directors enter into a one year partnership agreement with Canadian Red Cross in the amount of \$10,000.00 for Emergency Social Services with funds coming from the Alberni Valley Emergency Planning budget.

CARRIED

b. DRAG STRIP OR MOTORSPORT ACTIVITY AT THE ALBERNI VALLEY AIRPORT

- Craig and Christine Sampson
- Residents Living on Central Lake Road
- George Bradd

MOVED: Director Kokura

SECONDED: Director Banton

THAT the correspondence be received.

CARRIED

6. REQUEST FOR DECISIONS & BYLAWS

7. REPORTS

- a. Update on Invitation by the Board to meet with the Ministry of Forest, Lands and Natural Resource Operations regarding the Process for Removal of Woodlot Lands. – Verbal Report (R. Dyson)**

The CAO provided an update on an ACRD Board resolution to meet with the Ministry of Forests, Lands and Natural Resource Operations regarding the process for removal of woodlot lands around the Alberni Valley Regional Airport. The Regional District was advised by the Ministry that they did not have the staff resources to meet with the Board at this time. Regional District staff will meet with Ministry staff on the 29th of September and report back to the Board.

MOVED: Director Banton

SECONDED: Director Kokura

THAT the Alberni Valley and Bamfield Services Committee receives this report.

CARRIED

8. UNFINISHED BUSINESS

a. Unfinished Business

Director Osborne reported that she and CAO, Russell Dyson attended a community meeting the Tseshaht First Nation (TFN) Council. They attended the meeting to answer questions and hear concerns regarding the Regional District's application to the province to secure tenure of the Alberni Valley landfill site. Concerns were raised around leachate, wildlife and the need for a free store at the Landfill. Positive comments were received regarding possible economic benefits for TFN. There was also discussion regarding what could happen if Regional District does not secure tenure for the landfill site. Director Osborne stressed the need for the Regional District to work formally with their Council to resolve the tenure issue.

MOVED: Director Kokura

SECONDED: Director Jack

THAT this verbal report be received.

CARRIED

MOVED: Director Kokura

SECONDED: Director Jack

THAT a three (3) person committee made up of the CAO, Chairperson Osborne and Director McNabb be established to continue to meet with the Tseshaht First Nation to discuss tenure at the AV Landfill.

CARRIED

9. LATE BUSINESS

10. IN CAMERA

MOVED: Director Banton

SECONDED: Director Kokura

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

- i. Negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which*

the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.

The meeting was closed to the public at 2:25 pm

11. RECOMMENDATIONS FROM IN-CAMERA

12. ADJOURN

MOVED: Director Kokura

SECONDED: Director Cote

THAT this meeting be adjourned 3:48 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Russell Dyson,
Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY/BAMFIELD SERVICES COMMITTEE MEETING HELD ON TUESDAY, OCTOBER 6, 2015

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

DIRECTORS

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

PRESENT:

Mike Kokura, Director, Electoral Area "B" (Beaufort)

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

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

Mike Ruttan, Director, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

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

Keith Wyton, Director, Electoral Area "A" (Bamfield)

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services

Wendy Thomson, Manager of Administrative Services

Heather Adair, Junior Planner/Bylaw Enforcement Officer

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

MOVED: Director McLeman

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. Alberni Valley Committee Meeting held September 16, 2015

MOVED: Director Kokura

SECONDED: Director Cootes

THAT the minutes of the Alberni Valley and Bamfield Services Committee meeting held on September 16, 2015 be adopted.

CARRIED

4. CORRESPONDENCE

- a. **Correspondence to Central Lake Road Residents, September 30, 2015**
Copy of Correspondence sent to Central Lake Road Residents regarding Drag Racing Activities at the Alberni Valley Regional Airport.

MOVED: Director Banton
SECONDED: Director McLeman

THAT this correspondence be received.

CARRIED

Director Cote entered the meeting at 1:31 pm.

5. IN-CAMERA

MOVED: Director Ruttan
SECONDED: Director McLeman

THAT the meeting be closed to the public to discuss matters relating to:
i. Negotiations and related discussions respecting the proposed provision of a Regional District serve that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.

CARRIED

The meeting was closed to the public at 1:32 pm.

The meeting was re-opened to the public at 3:15 pm.

6. RECOMMENDATIONS FROM IN-CAMERA

7. ADJOURN

MOVED: Director Ruttan
SECONDED: Director Cote

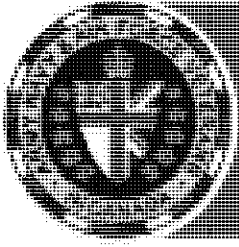
THAT the meeting be adjourned at 3:15 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

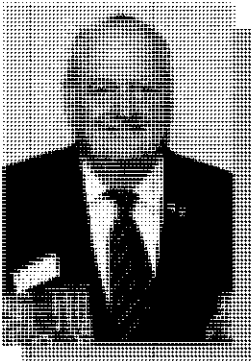
Russell Dyson,
Chief Administrative Officer



ANAVETS

THE ARMY, NAVY AND AIR FORCE VETERANS IN CANADA

Domestic Headquarters Ottawa • www.anavets.ca



Fellow Canadians,

As President of the Army, Navy and Air Force Veterans in Canada (ANAVETS) Association I would like to thank you for your support of our Association and the work that we do for our Veterans, our communities, and our great country.

ANAVETS is Canada's oldest Veterans organization; we trace our history back to 1840 when a charter was given by Queen Victoria to create a Unit in Montreal. A special Act of Parliament federally incorporated our Association in 1917. We currently have 15,000 members in 69 Units across Canada as well as Dominion Command located in Ottawa.

The objectives of the Association are to advocate on behalf of veterans and their families to improve the services and benefits available to them. We also unite, fraternally, ex-service personnel and those who are committed to serving our veterans through good fellowship, mutual improvement, stimulating patriotism and service to our communities.

To that end our Units across Canada provide clubs, homes and meeting places for the benefit of veterans, providing them camaraderie, social events and services. Units also raise awareness within their communities on military history and Veteran's issues as well as supporting local hospitals, cadet corps and other charitable endeavors by donating monies raised by their activities.

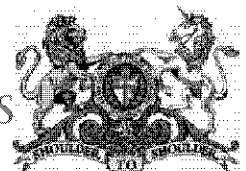
Our great country was created by the men and women who wore the uniform to protect the values that we hold dear: Freedom, democracy and the rule of law. Our military trains for and engages in action to protect these values. When our military members get hurt doing the things that our government tells them to do, we believe it is our Country's responsibility to help them and their families recover from these injuries and once again be productive members of society.

Your support will help ensure that the needed changes to the New Veterans Charter are carried out, and other issues affecting Veterans and their families are identified and addressed in the future.

Yours in comradeship,

George L. Beaulieu
George L. Beaulieu
Dominion President

OVER 170 YEARS SERVING VETERANS





Waste Reduction Week in Canada October 19-25, 2015



Semaine canadienne de réduction des déchets 19 au 25 octobre, 2015

September 14thth, 2015

Re Proclamation Request

Canada will celebrate its annual National Waste Reduction Week from October 19th through October 25th, 2015.

Each year the Recycling Council of British Columbia (RCBC) organizes BC's involvement in observing this important week. We would like to ask all municipal councils in BC and all Regional Districts to officially declare October 19th through 24th, 2015 as Waste Reduction Week in their respective communities.

Waste Reduction Week is intended to raise awareness about waste and its environmental and social impacts. The theme of Waste Reduction Week, "Too Good to Waste", is meant to draw attention to the richness and diversity of the natural world and the importance of working towards ecological sustainability through waste avoidance and resource conservation.

Please join RCBC in proclaiming October 19th-25th, 2015 as National Waste Reduction Week!

I have attached a sample proclamation for reference. For more information please contact me directly.

Thank you for your continued support!

Jessie Christophersen
Information Services Assistant
Recycling Council of British Columbia
#10 – 119 West Pender Street
Vancouver, BC V6B 1S5
jessie@rcbc.ca
604.683.6009 (ext. 317)

www.wrwcanda.com

Champion Sponsor



Waste Reduction Week in Canada



(Name of Regional District)

hereby recognizes

Waste Reduction Week in Canada October 19-25, 2015

As a Regional District, we are committed to conserving resources, protecting the environment and educating the community.

We recognize the generation of solid waste and the needless waste of water and energy resources as global environmental problems and endeavor to take the lead in our community toward environmental sustainability.

We have declared October 19-25, 2015, Waste Reduction Week in

Municipality

Signed

Date

Name and Position



Please send this declaration to the Recycling Council of BC
By fax at 604-683-7255 or by email at wrw@rcbc.ca.
We thank you again for your commitment to waste reduction.



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

File: CP-02-02-GHGR
Ref: RD 2015 Jul 31

SEP 11 2015

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

Dear Minister Polak:

Re: Provincial Climate Leadership Plan Process

At its July 31, 2015 regular meeting, the Greater Vancouver Regional District Board of Directors adopted the following resolution:

That the GVRD Board:

- a) Send a letter to the Minister of Environment conveying the four foundational policies identified by Metro Vancouver staff in consultation with member municipalities, as input during the 30 day comment period on the discussion papers associated with the Provincial Climate Leadership Plan;*
- b) Direct staff to report back in September 2015 with a detailed list of policy recommendations for the Climate Leadership Plan process; and*
- c) Share with all regional districts in British Columbia a copy of the letter sent to the Minister of Environment under part a), along with the report titled "Provincial Climate Leadership Plan Process", dated June 30, 2015, and its attachment titled "The Climate Action Plan in Metro Vancouver: Quantifying the Effect of British Columbian Climate Policy on Metro Vancouver's Greenhouse Gas Emissions and Other Air Emissions", dated September 17, 2010.*

Metro Vancouver and its member municipalities have been leaders and key partners in implementation of the BC Climate Action Plan that was adopted by the Provincial government in 2008. Correspondingly, we anticipate that the region's 2.45 million residents, nearly 150,000 businesses, and 23 member jurisdictions will play a key role in achieving the goals of the new BC Climate Leadership Plan. If paired with the proper resources, the BC Climate Leadership Plan (CLP) can build on the successes to date and scale-up climate action to significantly reduce greenhouse gases and better enable Metro Vancouver and the Province to prepare for the locked-in impacts of climate change.

Based on policy analysis conducted by Jaccard and Associates in 2010, as well as more recent consultations with Metro Vancouver member municipalities, Metro Vancouver has identified four policy areas that are foundational to reaching provincial and regional GHG reduction targets:

11742512

4330 Kingsway, Burnaby, BC, Canada V5H 4G8 • 604-432-6200 • www.metrovancover.org

1. Widespread adoption of **low/zero carbon vehicles**.
2. Transition to **net-zero-carbon new buildings** and near net zero carbon existing buildings.
3. Support for local government actions to reduce and shorten vehicular trips and increase trips by **walking, cycling, and transit**.
4. **Carbon pricing** to create a market signal to stimulate adoption of low carbon technologies and practices.

Actions in these areas are complementary and should be implemented simultaneously in order to maximize greenhouse gas (GHG) reductions. Further details are provided in the attached staff report to the GVRD Board (Attachment 1) and the report by Jaccard and Associates (Attachment 2).

In addition to the GHG reduction policies and actions, Metro Vancouver supports the inclusion of objectives and approaches in the CLP that help prepare the region for the impacts of climate change including sea level rise, extreme precipitation events (e.g. flooding and droughts), heat related impacts (e.g. air quality, heat related health impacts) and others.

Effective implementation of the foundational actions described above will require enhanced funding and authority for local governments including:

- Expanded funding mechanisms for transportation infrastructure and other climate actions,
- Delegation of greater authority to local governments to regulate building performance including enabling building energy benchmarking, and
- Changes to legislation designed to allow local governments to extend support to businesses in achieving GHG reduction goals.

In support of the four foundational GHG reduction policies as well as climate adaptation actions, Metro Vancouver staff will send a subsequent letter with a more detailed list of technical policy recommendations that align with existing Metro Vancouver plans and policies.

Metro Vancouver looks forward to future opportunities to provide feedback in the CLP process and to working closely with the Province on the successful implementation of the CLP in the years to come. Please have your staff contact Roger Quan, Director of Air Quality and Climate Change, at 604-436-6770 or by email at roger.quan@metrovancouver.org if you require clarification on any of the above items.

Yours truly,



Greg Moore
Chair, Metro Vancouver Board

GM/AN/rq
11742512

cc: The Honourable Leona Aglukkaq, Minister of the Environment

Members of the Provincial Climate Leadership Team:

Mayor Linda Hepner, City of Surrey,

Mayor Paul Ives, Town of Comox

Mayor Luke Strimbold, Village of Burns Lake

Attachments:

1. GVRD Board Report dated July 17, 2015 titled, "Provincial Climate Leadership Plan Process"
2. The Climate Action Plan in Metro Vancouver: Quantifying the Effect of British Columbian Climate Policy on Metro Vancouver's Greenhouse Gas Emissions and Other Air Emissions – September 17, 2010 – MK Jaccard and Associates Inc.



To: GVRD Board of Directors

From: Climate Action Committee

Date: July 17, 2015

Meeting Date: July 31, 2015

Subject: **Provincial Climate Leadership Plan Process**

CLIMATE ACTION COMMITTEE RECOMMENDATION

That the GVRD Board:

- a) Send a letter to the Minister of Environment conveying the four foundational policies identified by Metro Vancouver staff in consultation with member municipalities, as input during the 30 day comment period on the discussion papers associated with the Provincial Climate Leadership Plan;
 - b) Direct staff to report back in September 2015 with a detailed list of policy recommendations for the Climate Leadership Plan process; and
 - c) Share with all regional districts in British Columbia a copy of the letter sent to the Minister of Environment under part a), along with the report titled "Provincial Climate Leadership Plan Process", dated June 30, 2015, and its attachment titled "The Climate Action Plan in Metro Vancouver: Quantifying the Effect of British Columbian Climate Policy on Metro Vancouver's Greenhouse Gas Emissions and Other Air Emissions", dated September 17, 2010.
-

At its July 15, 2015 meeting, the Climate Action Committee considered the attached report titled "Provincial Climate Leadership Plan Process", dated June 30, 2015. The Committee subsequently amended the recommendation as presented above in underline.

Attachment:

"Provincial Climate Leadership Plan Process", dated June 30, 2015.

11672529

To: Climate Action Committee

From: Jason Emmert, Air Quality Planner
Ali Ergudenler, Senior Engineer
Planning, Policy and Environment Department

Date: June 30, 2015 Meeting Date: July 15, 2015

Subject: **Provincial Climate Leadership Plan Process**

RECOMMENDATION

That the GVRD Board:

- a) Send a letter to the Minister of Environment conveying the four foundational policies identified by Metro Vancouver staff in consultation with member municipalities, as input during the 30 day comment period on the discussion papers associated with the Provincial Climate Leadership Plan; and
 - b) Direct staff to report back in September 2015 with a detailed list of policy recommendations for the Climate Leadership Plan process.
-

PURPOSE

At its meeting on June 17, 2015, the Climate Action Committee considered a staff report on Metro Vancouver's Climate Actions and Carbon Neutral Progress in 2014, and directed staff to provide the Committee with information reported by the provincial government regarding its carbon neutral progress and climate action plan.

This report provides a review of progress to date on the provincial Climate Action Plan that was adopted in 2008, outlines the process for the development of a new provincial Climate Leadership Plan, and speaks to the implications of the Province's efforts for Metro Vancouver.

BACKGROUND

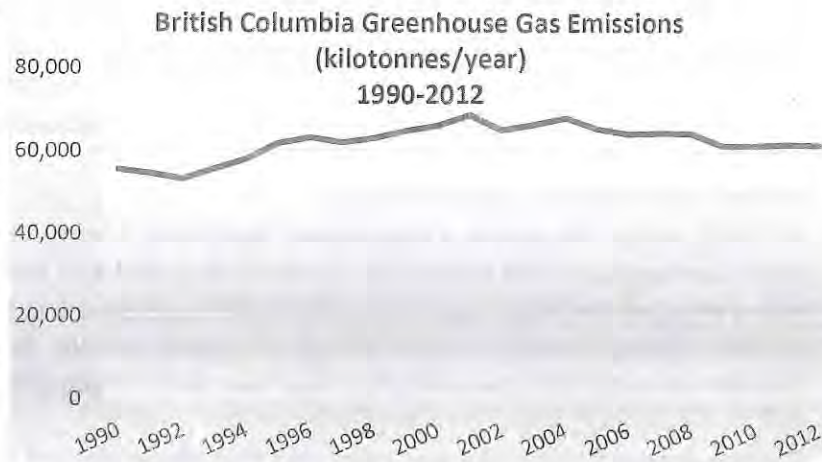
The provincial Climate Action Plan in part led to new climate action legislation. In 2007, the Province passed the *Greenhouse Gas Reduction Targets Act* (GGRTA) that set legislated targets for reducing greenhouse gases (GHGs). Under the Act, BC's GHG emissions are to be reduced by at least 33 per cent below 2007 levels by 2020. Interim reduction targets of six per cent by 2012 and 18 per cent by 2016 were established to guide and measure progress. A further emission-reduction target of 80 per cent below 2007 levels is required for 2050. The Act also provided authority for the *Emission Offsets Regulation* (enacted in December 2008) and the *Carbon Neutral Government Regulation* (enacted in December 2008). In addition to the GGRTA, the Province implemented the *Carbon Tax Act, Cap and Trade Act* (2008), *Emissions Standards Amendment Act* (2008), *Renewable and Low Carbon Fuel Requirements Act* (2008), *Vehicle Emissions Standards Act* (2008), *Green Communities Statutes Amendment Act* (2008), *Utilities Commission Amendment Act* (2008), *Clean Energy Act* (2010), *Zero Net Deforestation Act* (2010), and new energy efficiency requirements in the Building Code (2014).

PROGRESS TO DATE ON PROVINCIAL CLIMATE ACTION PLAN

The Province released biennial Progress reports in 2010, 2012, and 2014. It has also published Provincial GHG inventories every two years. The 2012 Provincial GHG inventory is currently available and the 2013 inventory is expected to be released soon.

Based on inventories and the biennial progress reports, there was a 4.4% net decrease in Provincial GHG emissions from 2007 to 2012. The largest reductions resulted from reductions in fossil fuel use for electricity generation, non-road vehicles, manufacturing, and light duty vehicles. The second most substantial declines came from reductions in fossil fuel use in residential heating, domestic aviation, agriculture, and the management of landfills. GHG emissions increased in some sectors including fossil fuel industries, mining and oil and gas extraction, agricultural and forestry burning, railways, heavy duty diesel vehicles, and metal production.

While it is difficult to attribute specific GHG reductions to the GHG emissions targets or the carbon tax, a number of government and independent analyses have identified a shift in use of fossil fuels in the economy since the introduction of these provincial initiatives. Policies and legislation targeting specific sectors and sources such as the landfill gas regulation, renewable fuel and vehicle emissions standards and the requirements for carbon neutral electricity have directly led to measurable reductions in GHG emissions from those sectors and sources. The economic downturn in 2007-2008 is believed to have played some role in overall reductions. To keep pace with future economic and population growth, additional measures will be necessary.



CLIMATE LEADERSHIP PLAN PROCESS

On May 12, 2015, the Province announced the formation of a Climate Leadership Team to provide recommendations for the development of the Province's second Climate Action Plan, now referred to as the Climate Leadership Plan (CLP). The Climate Leadership Team's mandate, to be fulfilled by November 30, 2015, is to provide advice and recommendations on:

- ways to maintain B.C.'s climate leadership;
- the need for updates to the current Climate Action Plan as well as new programs and policies required to meet B.C.'s greenhouse gas reduction targets while maintaining strong economic growth and successfully implementing the BC Jobs Plan, including the liquefied natural gas strategy;
- actions to achieve GHG reductions required across the industrial sector, transportation sector and built environment;
- ways to further the Province's government-to-government relationships with First Nations while constructively finding climate solutions; and
- ways to further the Province's collaboration with local governments within the context of mutually-beneficial climate actions.

Mayor Linda Hepner of Surrey is one of the three community representatives selected as a member of the Climate Leadership Team (CLT). There are also three BC Government representatives, three academics, three First Nations representatives, three members representing environmental interests, and four members representing business interests.

The following timeline for the CLP process has been established by government:

- **July 2015** – A draft framework for the Climate Leadership Plan will be issued with accompanying discussion papers, immediately followed by a 30-day public consultation period.
- **October 2015** – The Climate Leadership Team will present its recommendations to government.
- **December 2015** – A draft Climate Leadership Plan will be prepared, and a 30-day public consultation will take place.
- **March 2016** – The final Climate Leadership Plan will be released publicly.

Metro Vancouver staff have been working closely with municipal staff through the Regional Engineers Advisory Committee (Climate Protection Subcommittee) to compile a draft list of local government policy ideas for the Climate Leadership Plan. Metro Vancouver staff are bringing this report to the July, 2015, Climate Action Committee meeting to ensure that the Board has the opportunity to provide input during the first 30 day comment period. This report summarizes the implications of the CLP for Metro Vancouver and some proposed recommendations for the first 30 day comment period.

METRO VANCOUVER CLIMATE PLANS

In 2008, under the Green Communities legislation Metro Vancouver Board adopted the GHG reduction targets of 33% below 2007 levels by 2020 and 80% below 2007 levels by 2050. In 2011 the Board adopted the Integrated Air Quality and Greenhouse Gas Management Plan and the Regional Growth Strategy which outlined actions for reducing GHG emissions in the region. In addition, member municipalities have adopted their own GHG reduction targets and policies.

The development of the Climate Leadership Plan allows Metro Vancouver and member municipalities to highlight the efforts that the local governments in the region have made towards climate goals, and to advocate for strengthened provincial climate policy to support local government climate action.

CLIMATE LEADERSHIP PLAN RECOMMENDATIONS

In 2010, Metro Vancouver contracted Mark Jaccard and Associates to quantify GHG reductions from a number of federal, provincial, and regional GHG reduction initiatives, including the BC Climate Action Plan (Attachment).

Based on the Jaccard work and recent consultations with staff from member municipalities, staff have identified four actions for the Province that are considered to be essential to reaching provincial and regional climate targets:

1. Widespread adoption of **low/zero carbon vehicles**.
2. Transition to **net zero carbon new buildings** and near net zero carbon existing buildings.
3. Support for local government actions to reduce and shorten vehicular trips and increase trips by **walking, cycling, and transit**.

4. **Carbon pricing** to create a market signal to stimulate adoption of low carbon technologies and practices.

Low / Zero Carbon Vehicles

Almost one third of regional emissions come from vehicles. Reaching GHG targets will necessitate a transition to fossil fuel free vehicles. Electric (battery electric and plug-in hybrid electric) and fuel cell vehicles can achieve significant near-term GHG reductions (5-10 years). A limited but expanding number of low carbon vehicles are already offered in the marketplace; however, without meaningful regulatory requirements, electric vehicles will not achieve the market share required to meet GHG targets. The Province should consider implementing a Zero Emission Vehicle (ZEV) regulation, similar to California's initiative, which by 2050 will require almost all new vehicles sold to be zero or near zero carbon. In the early years, the Province can bolster this transition by continuing the Clean Energy Vehicles for BC Program and implementing supportive policies and measures to ensure that charging infrastructure is available in public spaces, work places, new homes and existing homes.

Net Zero Buildings

One-third of regional GHG emissions come from the heating of buildings. Constructing and retrofitting buildings to have net zero energy consumption will be another cornerstone of a low carbon economy. Until recently, achieving "net zero buildings" seemed far in the future, but California is now requiring all new residential buildings be net zero by 2020 and all new commercial buildings to be net zero by 2030. In order to allow for market adjustment, California is using a series of voluntary stretch building codes in addition to scheduled changes to the mandatory codes to assist builders and residents to anticipate and prepare to meet the new requirements. Home energy labelling and large building energy benchmarking will also be important tools to ensure buildings are achieving expected energy performance.

Support Local Government Efforts Aimed at Increasing Walking, Cycling, and Transit

Significant provincial investments in walking, cycling, and transit infrastructure, as outlined in the Mayor's Council Vision, will be a key to enabling the continued development of compact, livable, and low carbon communities. Sustainable long-term funding from the Province could potentially be funded through incremental increases to the carbon tax and/or through a road user pricing system.

Carbon Pricing

Whether through a carbon tax and/or a cap and trade system, the province should continue to increase the price of carbon to reflect the full cost of releasing GHGs into the atmosphere. A predictable schedule of increases would send a strong market signal across the economy while giving businesses and residents time to adopt low carbon technologies and practices. It may be necessary to create mechanisms to offset unintended consequences with specific initiatives to assist some industries or residents in making the transition (e.g. low income residents).

These suggested policies directly support many of the actions identified in Metro Vancouver's Integrated Air Quality and Greenhouse Gas Management Plan and the Regional Growth Strategy, and are considered essential to achieving the GHG reduction targets set out in those plans. They would also form a key part of a new Regional Climate Action Framework, the idea for which was introduced to the Committee in June, 2015.

In addition to these specific policies, the Province should remain committed to the 2008 Provincial GHG reduction targets. They are an important benchmark that helps governments and the public assess whether the actions across the Province are scaled to meet the climate challenge. In order to avoid the most serious effects of climate change, global climate models forecast that average global temperature rise must remain below 2°C above preindustrial levels. Meeting this target will require the phasing out most fossil fuels by 2050, as well as a commitment by the Province to maintain and expand its commitment to carbon neutral electricity and the shift toward local, renewable energy sources.

Although the end user emissions of exported fossil fuel are not included in British Columbia's GHG inventory, the Province should reconsider its support for the extraction and export of natural gas, thermal coal, and petroleum to other countries. As stated in latest Intergovernmental Panel on Climate Change (IPCC) 5th Assessment Report, in order to avoid dangerous climate change most of the existing fossil fuel reserves must remain in the ground.

The challenge of climate change is daunting; however, much of the technology and knowledge to achieve the GHG reduction targets currently exists and is available in the marketplace. The residents of the Metro Vancouver region will continue to live a high quality of life in a low carbon world. As well, in many cases the switch to low carbon will come with benefits related to job creation, improved air quality, more vibrant neighbourhoods, enhanced transportation options, more comfortable homes, and others.

Effective implementation the four actions outlined in this report will require enhanced funding and authority for local government climate initiatives. Specific needs include:

1. Expanded funding mechanisms for transportation infrastructure and other climate actions,
2. Delegation of greater authority to local governments to regulate building performance including enabling building energy benchmarking, and
3. Changes to legislation designed to allow local governments to extend support to businesses in achieving GHG reduction goals.

ALTERNATIVES

1. That the GVRD Board:
 - a) Send a letter to the Minister of Environment conveying the four foundational policies identified by Metro Vancouver staff in consultation with member municipalities, as input during the 30 day comment period on the discussion papers associated with the Provincial Climate Leadership Plan; and
 - b) Direct staff to report back in September 2015 with a detailed list of policy recommendations for the Climate Leadership Plan process.
2. That the GVRD Board receive the report dated June 30, 2015, titled "Provincial Climate Leadership Plan Process" for information.

FINANCIAL IMPLICATIONS

Staff efforts in 2015 toward the development of a broader regional climate action framework, including advocacy and influence with other orders of government, are included in existing program budgets. Resources required for work in 2016 and future budget years, including any expanded efforts for climate action within the region, will be identified and proposed to the Committee once additional information on the Provincial Climate Leadership Plan becomes available.

SUMMARY / CONCLUSION

The Province released progress reports in 2010, 2012 and 2014 and published GHG inventory reports to show its progress towards meeting the provincial GHG targets. Although there has been some successes in reducing GHGs in British Columbia, further measures will be necessary to keep pace with population and economic growth and to reach the provincial targets. In May 2015 the provincial government announced a process and timelines for the development of its second Climate Action Plan, now referred to as the Climate Leadership Plan. The Climate Leadership Plan process presents an opportunity for Metro Vancouver and its member municipalities to influence the provincial climate policy and request the tools necessary to reach the regional and municipal GHG reduction targets. Focusing on a few high impact actions will help guide the Province in determining its priorities.

Attachment:

The Climate Action Plan in Metro Vancouver: Quantifying the Effect of British Columbian Climate Policy on Metro Vancouver's Greenhouse Gas Emissions and Other Air Emissions – September 17, 2010 – MK Jaccard and Associates Inc. (Doc #11611598)

11595073

FOR IMMEDIATE RELEASE

September 22, 2015

*TURNING IDEAS INTO ACTION: TANGIBLE RESULTS ACROSS THE REGION
ICET 2014/2015 Annual Report*

COURTENAY – The Island Coastal Economic Trust recently released its 2014-2015 Annual Report, and the publication provides a detailed look at how the organization is helping to transform and renew communities across its region.

In 2006, the Province of BC invested \$50 million into an economic development model governed by local leaders, enabling local decision making for economic investment. To date, this fund has disbursed \$45.8 million to projects on the Island north of the Malahat and on the Sunshine Coast.

These funds have helped to generate more than \$271 million in new investment to the region; this means more than 2600 construction jobs and 2400 long term jobs, benefitting residents, businesses and even governments with increased taxation revenue. But the greatest benefit is the long term change which happens in communities due to new amenities, improved transportation, business growth and new resident and business attraction.

“The Trust works because our local decision makers are focused on projects that are right for our region and that yield tangible, quantifiable results,” said ICET Chair Phil Kent. “The report is titled ‘Turning ideas into action’ because that’s exactly what happens when we work with our partners in communities, First Nations, and industry.”

Available at www.islandcoastaltrust.ca/annual-reports, the report highlights key points of the Trust’s operations and investments over the past year and includes several project success stories.

Trust CEO Line Robert said that everyone involved with the organization is proud of the incredible work being done by communities, non profits and First Nations, especially the longer-term impacts from earlier projects that are coming to fruition.

“We’re seeing the results from projects that were launched in the past few years, and those results help to spur other communities and organizations to think about how we can partner with them,” she explained. “It is amazing to see what has been accomplished, and the recognition these projects are receiving. In the tourism sector alone, projects which were only concepts on a page 8 years ago, are now garnering kudos and top rankings from international visitors commenting on travel sites.”

To date more than \$48 million has been committed to projects in more than 50 communities and approximately \$3.5 million remains available for new economic infrastructure and economic development readiness projects.

Potential project proponents are encouraged to visit the ICET website and contact ICET staff to find out if their projects may be eligible for funding. Applications for Economic Infrastructure funding program are due by October 16th for the North Island and Sunshine Coast region, and by October 23rd for the Central/South Island region. Applications for the Economic Development Readiness Program are accepted on an on-going basis.

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 130 economic infrastructure and economic development readiness projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have leveraged over \$270 million in incremental funding into the region.

A full overview of ICET can be found at www.islandcoastaltrust.ca.

-end-

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



AUDITOR GENERAL FOR
LOCAL GOVERNMENT

ACCESSIBILITY • INDEPENDENCE • TRANSPARENCY • PERFORMANCE



September 22, 2015

Ref: 164625

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

I am pleased to inform you that the Office of the Auditor General for Local Government will be releasing a performance audit report on the Comox Valley Regional District under the topic “Achieving Value for Money in Operational Procurement.”

The audit report will be published on our website www.aglg.ca on Wednesday, September 23 at 11:00 am.

I welcome feedback from local governments on all aspects of the work of our office, so I look forward to your comments on the report to be issued tomorrow.

Sincerely,

Arn van Iersel, FCPA, FCGA
A/Auditor General for Local Government

pc: Chief Administrative Officers



September 28, 2015

Ref: 164701

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

I am pleased to inform you that the Office of the Auditor General for Local Government will be releasing a performance audit report on the District of West Vancouver under the topic “Achieving Value for Money in Operational Procurement.”

The audit report will be published on our website www.aglg.ca on Tuesday, September 29 at 11:00 am.

I welcome feedback from local governments on all aspects of the work of our office, so I look forward to your comments on the report to be issued tomorrow.

Sincerely,



Arn van Iersel, FCPA, FCGA
A/Auditor General for Local Government

pc: Chief Administrative Officers



AUDITOR GENERAL FOR
LOCAL GOVERNMENT

ACCESSIBILITY • INDEPENDENCE • TRANSPARENCY • PERFORMANCE



September 28, 2015

Ref: 164702

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

I am pleased to inform you that the Office of the Auditor General for Local Government will be releasing a performance audit report on the City of Surrey under the topic “Local Government Performance in Managing Policing Agreements and Police Budget Oversight.”

The audit report will be published on our website www.aglg.ca on Tuesday, September 29 at 11:00 am.

I welcome feedback from local governments on all aspects of the work of our office, so I look forward to your comments on the report to be issued tomorrow.

Sincerely,

Arn van Iersel, FCPA, FCGA
A/Auditor General for Local Government

pc: Chief Administrative Officers

Youth Parliament of British Columbia



Alumni Society

509 – 1383 Marinaside Cr
Vancouver, BC V6Z 2W9



(604) 604-646-6623
registrar@bcyp.org

8 September 2015

Dear Sir or Madam:

Re: British Columbia Youth Parliament, 87th Parliament

The British Columbia Youth Parliament's 87th Parliament will hold its parliamentary session in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2015. The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the December parliamentary session and in community service activities throughout the year. **Youth Parliament is a one year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. Youth Parliament is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$300** registration fee. Thanks to a grant from Coast Capital Savings, a substantial portion of the cost of transportation and accommodation is covered for all members. Financial support is available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant's chance of being selected as a member. We also provide resources for applicants attempting to secure funding from community sources, including schools and service clubs (see www.bcyp.org/joinus.html).

Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Harbour Towers Hotel in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

I have enclosed an application form and two copies of a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. If your municipality sponsors a "youth of the year" award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for our organization. A soft copy of the form is available from our website at www.bcyp.org/joinus.html, along with soft copies of the brochure and a promotional poster.

All applications must be received by October 27, 2015. Applicants will be notified whether they have been selected in early November. If you require more information, please contact me by telephone or e-mail as indicated above, or visit our website at www.bcyp.org.

Yours truly,

Rhonda Vanderfluit
Registrar, Youth Parliament of B.C. Alumni Society

Made possible with support from:



Sponsoring the British Columbia Youth Parliament



The Rock Bay Mural features imagery of wildlife and vegetation traditionally found in the area where BC Hydro is remediating contaminated soils dating back to the 1870's.

VANCOUVER ISLAND-SUNSHINE COAST COMMUNITY RELATIONS 2015 ANNUAL REPORT

SEPTEMBER 2015

MESSAGE FROM JESSICA MCDONALD



Reliable electricity is vital to our homes and businesses in every community around the province. BC Hydro employees are working hard every day to keep the lights on and make sure the system is keeping up with new demands.

We expect the demand for power in British Columbia to grow by 40 per cent over the next 20 years. That's due to population growth as well as increased use of electricity in our homes and businesses. Many of our facilities are also aging and need renewal. That's why we are in the midst of the largest capital

investment plan in the history of BC Hydro. Overall, we're investing about \$2.4 billion per year to build and upgrade dams, generating stations, transmission and distribution systems, substations and more.

The investments we are making will help ensure the long-term health of our electrical grid. This year alone, BC Hydro will be working on hundreds of projects around the province. You can see this on Vancouver Island with projects such as the replacement of the John Hart Generating Station in Campbell River, and substation projects in Buckley Bay, South Wellington and Victoria.

At the same time, we know it's important to keep the cost of electricity as competitive as possible. Our rates are among the lowest in all of North America, and the 10-year Rates Plan introduced in 2013 will help us keep them low. We also want to support your efforts to save energy and we will continue to offer customers tools, incentives and information to manage energy costs.

We can't do this alone. Your advice and support of our operations help us ensure that the electrical system is there to serve you and your community every day.

From Port Hardy and Alert Bay to Victoria, from Tofino to Nanaimo and across the Salish Sea to Powell River and Gibsons, we are partners working to serve B.C. communities.

Sincerely,

Jessica McDonald
President & Chief Executive Officer
BC Hydro

50

QUICK FACTS

PROVINCE-WIDE:

4 million customers

Electricity is delivered through a network of:

- 77,000 kilometres of transmission and distribution lines
- 300 substations
- 1 million utility poles
- 334,000 transformers

Capital investments of \$2.4 billion per year

VANCOUVER ISLAND-SUNSHINE COAST SUPPLY:

BC Hydro: (MW= megawatts)

John Hart	126 MW (Campbell River)
Strathcona	64 MW (Campbell River)
Ladore	47 MW (Campbell River)
Puntledge	24 MW (Comox Valley)
Ash	27 MW (Port Alberni)
Jordan	170 MW (Sooke)
Clowhom	33 MW (Sunshine Coast)

Others:

IPP's 347.5 MW



SITE C MOVES FORWARD

BC Hydro is building a new dam in Northeastern B.C. which will provide our customers with the most affordable and reliable clean power for over 100 years.

The Site C Clean Energy Project will be the third dam and hydroelectric generating station on the Peace River, located about seven kilometres southwest of Fort St. John. It will provide 1,100 megawatts of capacity and produce about 5,100 gigawatt hours of electricity each year — enough energy to power more than 450,000 homes per year.

B.C.'s population and economy are growing and the demand for power is expected to increase by 40 per cent over the next 20 years. Construction on the dam and generating station, which has undergone a thorough and independent multi-year environmental assessment process, began in July and will create approximately 10,000 direct person-years of employment throughout the construction period. Construction of the project is expected to be completed in 2024.

Like BC Hydro's other large hydroelectric facilities, the cost advantages of Site C will grow over time, resulting in significant benefits to customers, compared to alternatives. That's because after an upfront capital cost, Site C will have low operating costs for more than 100 years which will result in lower costs to our customers over time.



L-R: Pat Pimm, MLA for Peace River North; Hon. Bill Bennett, Minister of Energy and Mines; Jessica McDonald, President and CEO of BC Hydro; Hon. Christy Clark, Premier of British Columbia; Susan Yurkovich, BC Hydro's former Executive Vice-President, Site C; Mike Bernier, MLA for Peace River South.

KEEPING OUR SYSTEM SEISMICALLY SECURE

BC Hydro's dams have been operating safely for decades but the need to assess new information never ends. That's why the findings of a six-year seismic hazard assessment of the entire province released in late 2014 are so important to BC Hydro's Dam Safety program.

Working with international experts, the BC Hydro study confirms that in the Peace and Columbia regions of the province, where we have most of our generating assets, the risk of potential damage to our facilities due to an earthquake has generally remained the same or decreased.

In some circumstances, the expected level of shaking in a high-magnitude earthquake hasn't changed, but the duration of shaking could be longer, which increases the hazard. For example, ground shaking on Vancouver Island and areas of Bridge River could be more severe during a major earthquake.

Looking ahead, the study will help us calculate seismic hazards at existing facilities and for new capital projects. It will also help us prioritize upgrades to our facilities.

BC Hydro has a long-term plan to help reduce the potential downstream risks to people, property and infrastructure in the event of a major earthquake and will invest approximately \$1.9 billion in dam safety and seismic upgrades over the next 10 years. In addition, major seismic upgrades are also part of the redevelopment of the John Hart Generating Station.

BC Hydro is prioritizing its capital investments to help address increased hazards identified on Vancouver Island and at Bridge River, as well as undertaking new public education and awareness campaigns in Campbell River, Jordan River and other parts of the province. This includes working very closely with local governments, First Nations and emergency responders in these communities.

BC Hydro is also completing a multi-year seismic assessment to better understand risks and vulnerabilities within its transmission and distribution system in the event of a major earthquake, particularly on Vancouver Island and the South Coast.

A number of investments have already been made to address these concerns. This includes the Vancouver City Central Transmission project for a new substation in Mt. Pleasant and underground transmission lines, and initiatives on Vancouver Island for a major cable project between George Tripp and Horsey substations, and new substations at South Wellington and Buckley Bay.

REGIONAL INFORMATION

REGIONAL STORIES AND CAPITAL PROJECTS

Upgrades to South Island Transmission System

BC Hydro is investing \$95 million to upgrade two major substations in Victoria and install a new high-voltage transmission cable that connects both facilities. The investments in Horsey Substation and George Tripp Substation are being made to increase the reliability of electricity supply in the Greater Victoria area and prepare for an increase in the number of customers. Electricity demand on Vancouver Island is expected to grow by 1.4 per cent annually over the next 10 years. In the Victoria area alone, BC Hydro expects demand for electricity to increase 1.9 per cent annually over the next 10 years.

Horsey is one of largest substations in BC Hydro's system. The facility serves 74,000 customers, making it the most important substation in the Victoria region. Construction on the Horsey Substation began in November 2013 and is scheduled to be complete in December 2016. The George Tripp Substation serves 26,000 customers. Construction on the George Tripp Substation and a replacement transmission cable began in June 2014 and is scheduled to be complete in December 2015.

BC Hydro will invest, an average, \$2.4 billion a year over the next ten years on the electricity system including upgrades to transmission and distribution systems and dams and generating stations.

Tofino to Ahousaht Reinforcement Project

Over the last two years BC Hydro has been upgrading the submarine cable system that runs from Tofino to Ahousaht on the West Coast of Vancouver Island. The two single-phase cables providing service to Ahousaht were at maximum capacity,

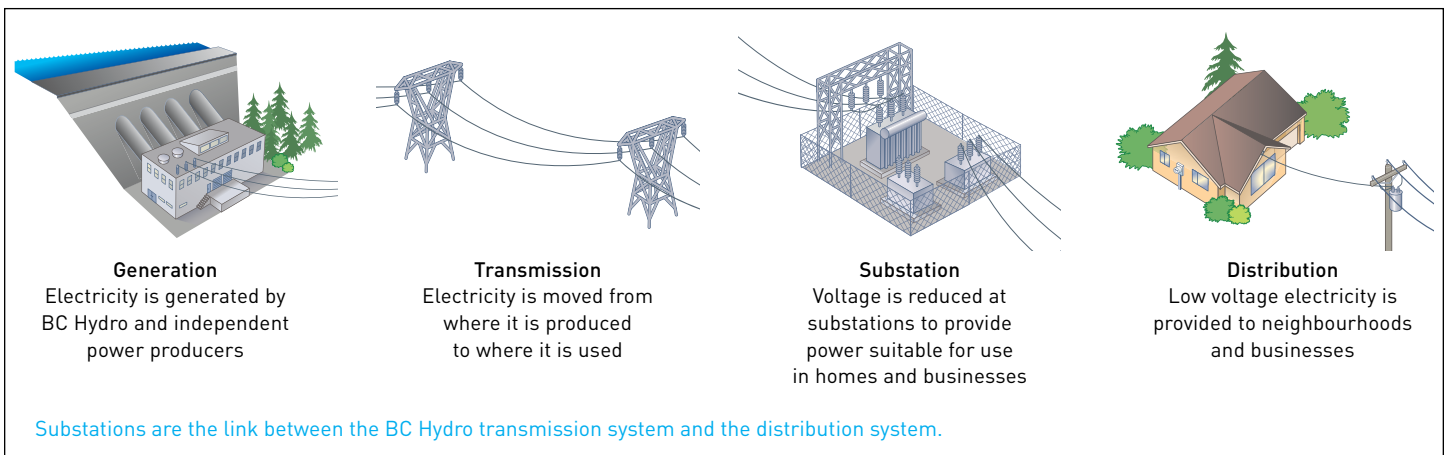


Crews lay cable in phase one of the Tofino to Ahousaht Reinforcement Project.

particularly during the winter months when demand for power is highest. The Tofino to Ahousaht Reinforcement project replaced the two existing cables and added two additional cables, providing a reliable three-phase power supply and contingency to the remote First Nation community. This upgraded service will allow Ahousaht First Nation to develop important projects like a new sewage and water treatment facility, a community centre and housing projects.

The construction of the project included civil construction work on seven cable landing sites along the rocky seashores of Clayoquot Sound and the installation of over 75 kilometres of submarine cables. Civil construction and cable laying were influenced by weather and ocean tide conditions. This coupled with fisheries restrictions reduced the construction window available to complete the technically challenging work.

Despite all the challenges, this project was brought in-service on July 23, earlier than anticipated, and will ensure customers living in Ahousaht continue to receive a clean, safe and reliable supply of electricity for years to come.



The John Hart Legacy

British Columbia Premier John Hart gave direction to the BC Power Commission (BC Hydro formed in 1961) to construct the John Hart facilities in the 1940s. The first two units went into service in 1947 and the last two units in 1953. It was developed to power the forestry and pulp mill industry. A new era of prosperity and growth began in Campbell River with the Elk Falls Pulp and Paper Mill opening in 1952.

To ensure it continues to deliver clean, reliable energy for years to come, the facility is being modernized. Construction of the John Hart project began in spring 2014 and is expected to be completed by 2018/2019. There are four main components to the project:

- A replacement generating station with new equipment, constructed about 500-600 metres up the penstock corridor from the existing facility.
- Replacing three 1.8 kilometre pipelines (each with a diameter of 3.66 metres) with a single, 2.1 kilometre tunnel (8.1 metres in diameter).
- A new water intake at the John Hart Spillway Dam
- A new water bypass facility

In June 2015, approximately 180 people were working on the construction site, with about 80 per cent being local. An estimated 100 vendors on Vancouver Island will be used to supply the projects, with about 90 local companies providing supplies and services to date.

For more information on the John Hart Generating Station Replacement Project visit www.bchydro.com/energy-in-bc/projects.html.

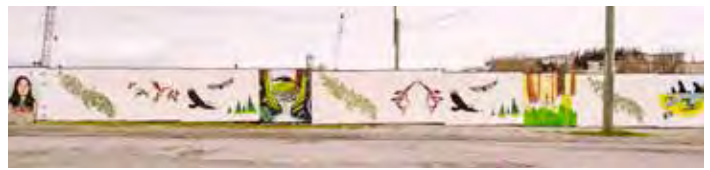


Premier John Hart and his wife at the John Hart Dam in 1947. Image courtesy of the Museum at Campbell River.

Rock Bay Mural

On February 20, BC Hydro, along with Tervita Corporation and the Songhees and Esquimalt First Nations, unveiled the Rock Bay mural.

The mural was a collaborative effort between First Nations, government and industry, and honours the traditions and history



The Rock Bay Mural.

of the Esquimalt and Songhees First Nations, whose traditional territory includes the Rock Bay area.

“The mural provides an opportunity to tell a story of this area and the relationship people have had with it for generations, and it also represents the beginning of the return of the property back to productive community use,” said Chis O’Riley, Deputy CEO and Executive Vice-President, Capital Infrastructure Project Delivery.

The intent of the mural is to support community members in an initiative that is important to them, and that promotes cultural and historical awareness of the area. In addition, the mural project was a great chance for several youth to obtain their first summer job and gain hands-on training.

“It means a lot to Songhees Nation when true partnerships are formed between groups like Tervita and BC Hydro,” said Songhees Nation Chief Ron Sam. “These types of arrangements give our young members the opportunity to further the artistic skills they need to forge a path in the arts. Songhees thanks all that have been involved in bringing the mural project to life; we also thank our talented artists for doing an amazing job. The artwork created by the mural team is simply outstanding and Songhees Nation looks forward to the day the artwork goes up.”

The mural, which features imagery of wildlife and vegetation traditionally found in the area, is featured on Government Street and Pembroke Street. The artwork is courtesy of Butch Dick from the Songhees First Nation, and Darlene Gait from the Esquimalt First Nation.

Storm Response

With fall just around the corner, it is nearly the time of year that marks the beginning of major storm season in B.C. There is a lot to do each year to prepare for storm season. From assessing our existing assets and documenting any potential risks from vegetation or general surroundings to ensuring that we have adequate supplies to deal with a variety of conditions and situations: it all takes a great deal of planning, talking and coordination. There are also a variety of simulations and tests that take place before we enter the winter months, and many logistics involved in terms of finding and sourcing equipment and supplies on short notice.

Weather reports and forecasts play a significant role in storm preparation. Having this information allows us to start looking

at a storm two or three days beforehand and helps us better map out our response. “We’ll know the category of the storm we’re dealing with and can then make decisions around crew locations, move materials around, anticipate contractors and ensure our Regional Emergency Operation Centres are ready to go as needed,” said Wayne Faulkner, Senior Field Manager, VI Distribution.

When the storm hits it is an all-hands-on deck effort with crews working around the clock to repair damage. In addition to line crews, wire guards and damage assessors are deployed to relieve emergency responders and relay crucial information to crews before they arrive to begin restoration work. Often, emergency responders such as firefighters are first to arrive on the scene of fallen or damaged power line. To maintain public safety, first responders stay at the scene to keep vehicles and people back from the line or pole until BC Hydro crews can make the equipment and area safe.

Wire guards are dispatched to ‘stand guard’ of fallen wires during a storm, freeing up other first responders from having to take on that task. Damage assessors provide an assessment of the equipment and assets affected by the storm, and relay information to determine what type of crew and equipment is required.

BC Hydro will continue to improve their planning and response to storms. Customers can also reduce the effect of a power outage by taking time to prepare in advance. For more information on how to prepare for a power outage visit www.bchydro.com/outages.



Cowichan Valley: A wire guard stands near low hanging lines to ensure public safety during storm events.

RELIABILITY PERFORMANCE

BC Hydro recognizes how important the reliable supply of electricity is to our customers. We will continue to improve, reinforce and maintain the electrical system.

In Fiscal 2015, the BC Hydro average interruption duration per customer was 2.97 hours compared to 2.30 hours in Fiscal 2014. The average number of interruptions per customer in Fiscal 2015 was 1.72 compared to 1.56 in Fiscal 2014.

These statistics also include interruptions due to planned outages.

The information below provides a comparison between Fiscal 2014 and Fiscal 2015.

List of communities/cities on Vancouver Island – Sunshine Coast

COMMUNITY	FISCAL 2014 AVERAGE CUSTOMER INTERRUPTION DURATION (HOURS)	FISCAL 2015 AVERAGE CUSTOMER INTERRUPTION DURATION (HOURS)	FISCAL 2014 AVERAGE NUMBER OF INTERRUPTIONS PER CUSTOMER	FISCAL 2015 AVERAGE NUMBER OF INTERRUPTIONS PER CUSTOMER
Campbell River	4.68	2.85	1.39	1.71
Courtenay	3.55	2.57	2.29	1.76
Duncan	2.17	5.71	3.40	2.95
Gulf Islands	5.79	3.30	7.83	5.95
Nanaimo	2.98	2.36	2.22	1.79
Parksville/Qualicum	2.08	2.16	1.43	2.03
Port Alberni	2.76	4.24	3.36	2.94
Port Hardy	3.46	4.91	3.85	3.85
Powell River	3.57	2.91	1.01	2.32
Sechelt	2.97	3.49	3.47	1.95
Victoria	2.42	2.81	1.29	1.04

SUPPORTING COMMUNITIES

VEGETATION MANAGEMENT

BC Hydro's distribution system is complex and highly efficient, with nearly 77,000 kilometres of overhead distribution and transmission power lines throughout the province. BC Hydro's Vegetation Management program manages a \$50 million annual budget that helps to provide safe, reliable power to our customers. Every two to five years, BC Hydro audits the overhead lines to identify vegetation issues, such as trees situated close to power lines, and dead, dying or diseased trees that could fall on power lines. Vegetation Management contractors then prune or remove trees and vegetation in areas where the distribution power lines may be impacted. When an area of distribution experiences reliability issues, Vegetation Management assesses the local power lines for potential tree-related causes. Even with a proactive management program, trees account for about 20 per cent of all power interruptions.

FISH & WILDLIFE COMPENSATION PROGRAM

The Fish & Wildlife Compensation Program (FWCP) is a partnership between BC Hydro, the Province of B.C., Fisheries and Oceans Canada, First Nations, and public stakeholders, operating in the Coastal, Columbia, and Peace regions of the province. The program was initiated in 1988 to support projects that conserve and enhance fish and wildlife and their supporting habitats in areas impacted by BC Hydro dams. The FWCP Coastal Region includes several watersheds on Vancouver Island-Sunshine Coast.

Project selection and guidance is the responsibility of the FWCP-Coastal Board which is made up of representatives from the five partner groups to ensure regional decision-making. Through the FWCP, BC Hydro voluntarily invests approximately \$2 million each year in the Coastal Region in support of conservation and restoration of fish, wildlife and their habitats. More than \$28 million has been invested by BC Hydro through the FWCP in the Coastal Region since 2000.

Projects that will be supported this year include: providing alternative methods (from helicopter drops) of spawning gravel placement in the Elk Falls Canyon in the Campbell River watershed; breaching the dike at the Courtenay Airpark Lagoon in the Puntledge River watershed to improve fish access, habitat complexity and water quality; and the creation of artificial Black Bear dens in the Jordan River watershed.

For a full list of all the projects that the Fish & Wildlife Compensation Program will be supporting this year in the Coastal Region, please visit fwcp.ca.



Black Bear Den: Wildlife Biologist Helen Davis, inside one of the artificial bear dens in the Jordan River watershed. Photo by Artemis Wildlife Consulting.



Large Culvert lifted into place at the Airport Marsh. Photo taken by Dan Bowen.

COMMUNITY REGREENING PROGRAM

BC Hydro and Tree Canada Foundation partner on the Community ReGreening Program and work directly with communities around the province to support tree planting in urban areas. The annual program helps restore and retain green space and encourages low-growing vegetation near power lines which helps BC Hydro maintain a safe and reliable distribution system. Community projects that meet the Community ReGreening Program criteria can receive up to \$10,000. Applications for funding in the next fiscal year need to be received by BC Hydro or Tree Canada before January 31, 2016. www.bchydro.com/regreening

Successful applications over the past year include:

COMMUNITY	PROJECT NAME	GRANT
Esquimalt	Streets & Parks- Repl.	\$8,000
Nanaimo	Halliburton Street Trees	\$6,000
Oak Bay	Uplands Park	\$6,000
Saanich	Street Tree Program	\$12,000
Victoria	Street Tree Program	\$16,000
Cumberland	Village of Cumberland	\$7,500
Lake Cowichan	Streetscape	\$5,000
North Saanich	Garry Oak Planting	\$1,000
Sechelt	Street tree Partnership	\$10,000



Community ReGreening Project in Nanaimo.

DECORATIVE WRAP POLICY

BC Hydro is allowing decorative wraps to be installed on pad-mounted equipment. Eligible requesting parties include: municipal governments, strata councils, property managers, and established community groups (i.e. Business Improvement Associations, Kinsmen, Lions or Rotary Clubs, Neighbourhood Association) or businesses (established for five years or longer). Requests from individual homeowners or renters are not being accepted at this time. For more information about the policy and installation guidelines, please refer to www.bchydro.com/wrap.

BEAUTIFICATION FUND

BC Hydro's Beautification Fund provides financial assistance to municipal governments for conversion of overhead to underground facilities and for decorative wraps on existing service kiosks. The purpose of BC Hydro's participation in co-funding beautification projects is to cooperate with municipal governments in achieving their objectives related to environmental concerns and visual aesthetics. For more information and the Beautification Fund brochure visit www.bchydro.com/beautification.

Applications and supporting documents should be submitted electronically to beautification@bchydro.com by October 1, 2015 (for funding in the following fiscal year).



An example of a decorative wrapped pad-mount transformer in Richmond.

GRANTS-IN-LIEU

BC Hydro pays net property tax and grant payments to local governments. The grant program is a provincial government initiative and the amounts paid are determined under the current legislation. Listed below are the grants paid to each community in the Vancouver Island-Sunshine Coast region as at June 30, 2015.

MUNICIPALITY/DISTRICT	SCHOOL TAXES*	GRANTS	OTHER TAXES	TOTAL PAYMENTS
Regional District of Alberni-Clayoquot	0.00	48,882.00	0.00	48,882.00
Village of Alert Bay	3,624.56	8,525.54	0.35	12,150.45
District of Campbell River	1,905,059.54	698,538.25	0.00	2,603,597.79
Capital Regional District	0.00	296,783.00	0.00	296,783.00
District of Central Saanich	312,018.09	236,134.75	0.00	548,152.84
City of Colwood	37,821.60	111,287.02	0.00	149,108.62
Town of Comox	35,523.20	97,082.38	0.00	132,605.58
Regional District of Comox Valley	0.00	41,899.00	0.00	41,899.00
City of Courtenay	189,150.00	358,078.50	36.64	547,265.14
Village of Cumberland	9,819.20	25,204.66	0.00	35,023.86
City of Duncan	8,119.20	48,957.68	0.00	57,076.88
District of Esquimalt	168,395.20	256,658.92	0.00	425,054.12
Town of Gibsons	47,954.96	53,995.57	636.00	102,586.53
Village of Gold River	10,390.40	18,418.56	0.00	28,808.96
District of Highlands	87,407.20	21,092.29	0.00	108,499.49
Town of Ladysmith	62,548.61	97,026.89	0.00	159,575.50
Village of Lake Cowichan	26,847.76	31,064.10	200.00	58,111.86
City of Langford	190,242.24	276,349.84	0.00	466,592.08
District of Lantzville	103,719.04	54,001.05	13.00	157,733.09
District of Metchosin	57,363.44	45,570.89	0.00	102,934.33
City of Nanaimo	557,645.40	1,222,477.24	136.49	1,780,259.13
District of North Cowichan	929,089.52	1,022,536.25	839.00	1,952,464.77
District of North Saanich	109,345.78	150,979.03	2,152.85	262,477.66
District of Oak Bay	34,244.80	118,006.44	0.00	152,251.24
City of Port Alberni	180,799.58	635,667.49	114.71	816,581.78
Village of Port Alice	6,441.90	44,198.03	0.00	50,639.93
District of Port Hardy	75,571.78	109,925.73	0.00	185,497.51
Town of Port McNeill	9,384.00	34,668.97	0.00	44,052.97
City of Powell River	145,340.92	558,104.41	2,083.60	705,528.93
Town of Qualicum Beach	94,837.32	144,433.54	26.00	239,296.86
District of Saanich	889,297.36	1,371,913.78	4,353.59	2,265,564.73
Village of Sayward	2,556.80	3,021.58	0.00	5,578.38
District of Sechelt	74,426.84	126,369.26	0.00	200,796.10
Indian Govt District Sechelt	6,038.40	21,648.93	0.00	27,687.33

MUNICIPALITY/DISTRICT	SCHOOL TAXES*	GRANTS	OTHER TAXES	TOTAL PAYMENTS
Town of Sidney	20,970.36	100,179.48	0.00	121,149.84
District of Sooke	94,243.92	118,779.93	0.00	213,023.85
Regional District of Strathcona	0.00	111,730.00	0.00	111,730.00
Regional District of Sunshine Coast	0.00	57,610.00	0.00	57,610.00
Village of Tahsis	17,397.12	18,483.09	0.00	35,880.21
District of Tofino	14,701.60	34,612.20	0.00	49,313.80
Village of Ucluelet	11,451.20	28,325.05	0.00	39,776.25
City of Victoria	550,304.64	1,243,464.67	252.01	1,794,021.32
Town of View Royal	122,997.04	117,831.81	0.00	240,828.85
Village of Zeballos	1,874.08	4,587.58	0.00	6,461.66

* Local governments collect school taxes which are then forwarded to the provincial government to help fund school districts.

COMMUNITY INVESTMENT AND OUTREACH

BC Hydro supports, educates and strengthens individuals and communities who share our interest in building a bright, sustainable future for British Columbians. Through our Community Investment program, we connect and support those who have demonstrated their commitment to building a conservation culture and energy literacy in British Columbia.

Applications meeting our criteria are accepted online. The application and criteria can be found at bchydro.com/community/community_investment.html. Organizations are also welcome to contact Karla Louwers for more information: 250 755 4713 or karla.louwers@bchydro.com.

Some of the organizations that BC Hydro has supported in the Vancouver Island - Sunshine Coast region this past year include:

APPLICANT	COMMUNITY	DONATION/ SPONSORSHIP
Creatively United for the Planet – Earth Week Festival	Victoria	\$3,000
Deer Crossing – The Art Farm Society – Reusable Energy Workshops	Sechelt	\$1,500
Discovery Islands Emergency Preparedness – Emergency Preparedness Workshop	Quadra Island	\$2,500
Ducks Unlimited Canada – North Island Initiatives	Port Hardy	\$500
Habitat Acquisition Trust – Goldstream Chums	Victoria	\$5,000
Island Pathways – Partners Creating Pathways	Salt Spring Island	\$3000
Mayne Island Pathways and Trails Associations – Link Trail	Mayne Island	\$3,000
Mountaineer Avian Rescue Society – Environmental Education and Events	Courtenay	\$5,000
Nature Trust of BC	Parksville	\$2,000
Peninsula Streams Society – Environmental Education and Outreach	North Saanich	\$4,500
Port Alberni Parks, Recreation and Heritage – Our Town	Port Alberni	\$900
Port McNeill and District Chamber of Commerce – Orcafest	Port McNeill	\$2,000
Powell River Regional Emergency Support Services – Emergency Preparedness Fair	Powell River	\$2,500
Shoreline Community Middle School –Solstice on the Shore	Victoria	\$500
Steelhead Society of BC Comox Valley Chapter – Chum carcass distribution	Courtenay	\$2,000
Sunshine Coast Search and Rescue Association – Communication Equipment	Sechelt	\$4,000
Vancouver Island Emergency Preparedness Conference	Victoria	\$2,500

BC HYDRO COMMUNITY RELATIONS

At BC Hydro we build strong relationships to support the unique needs and strengths of the communities we serve. Our Community Relations team does this by listening, providing information and working together with communities. Community Relations is the point of contact for local government, media, local business and community groups. Whether it's for capital projects, corporate initiatives and programs, local BC Hydro activities, significant planned outages, emergency response or unplanned power outages, we work hard to meet the needs of our stakeholders and ensure communities are kept informed.

BC HYDRO COMMUNITY RELATIONS—VANCOUVER ISLAND—SUNSHINE COAST

If you have questions or comments for us, please contact:

Ted Olynyk

Manager, Community Relations
Vancouver Island–Sunshine
Coast
250 755 7180
ted.olynyk@bchydro.com

Karla Louwers

Public Affairs Officer
250 755 4713
karla.louwers@bchydro.com

Stephen Watson

Stakeholder Engagement
Advisor
250 755 4795
steve.watson@bchydro.com

To report a power outage call:
1 888 POWERON (1 888 769
3766) or ***HYDRO** (*49376) from
your cellphone.

BC HYDRO'S LOCAL GOVERNMENT GUIDE

Quick access to key information on bchydro.com

PROJECTS & PROGRAMS

Smart Metering Information

bchydro.com/smartmeters

Find out why Smart Meter installations are an important upgrade to our electricity system.

Capital Projects

bchydro.com/energy_in_bc/projects.html

We are investing in projects that are needed to keep the lights on in our province for the next 50 years. Learn more about projects taking place in your region.

Fish and Wildlife Compensation Program

fwcp.ca

BC Hydro supports fish and wildlife projects across the Province to conserve and enhance fish and wildlife impacted by construction of BC Hydro dams. Learn more about current projects and funding opportunities.

REPORT GRAFFITI

How to Report Graffiti

bchydro.com/community/in_your_region.html

Graffiti vandalism is a crime that affects everyone. We rely on local governments and the public to report incidents of graffiti by [sending us an email](#) through our website and including a photo of the equipment.

DONATIONS

Community Investment

bchydro.com/community/community_investment.html

Learn about our funding opportunities and how to apply for them.

Scholarships & Endowments

bchydro.com/community/community_investment/scholarships.html

We look to build the next generation of engineers, electricians, and many other key roles who will help us deliver clean energy for generations. Learn about our scholarship and endowment opportunities.

POWER OUTAGES

Information about Outages

bchydro.com/outages

Find out more about outages in your area, how to prepare for them and how power is restored.

How to Report a Power Outage

bchydro.com/safety-outages/power-outages/reporting_outage.html

Follow these instructions on what to do during a power outage. Call BC Hydro at 1 888 POWERON (1 888 769 3766) or *HYDRO (*49376) on your cell phone.

POWER SMART INITIATIVES

Power Smart Programs

bchydro.com/powersmart

Learn about how you can be smart with your power. Take advantage of Power Smart rebates and programs.

Power Smart Sustainable Communities

bchydro.com/powersmart/local_government_district/ps_communities.html

Learn about how the Sustainable Communities program works and who is eligible to apply.

Business and Residential Rebates and Savings

bchydro.com/rebates_savings

Find out how you can save big through our Product Incentive Program and Power Smart Commercial and Industrial programs.

How to Green Your Home

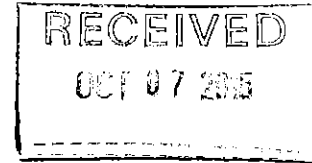
bchydro.com/guides_tips

Learn how to cut your energy consumption at home, in your strata complex, in your community and in your business.

 facebook.com/bchydro

 [@bchydro](https://twitter.com/bchydro)
[@powersmartbc](https://twitter.com/powersmartbc)

 [@bchydro](https://www.instagram.com/bchydro)



Ref: 159281

September 21, 2015

Her Worship Mayor Josie Osborne
and Members of the Board
Regional District of Alberni-Clayoquot
3008 Fifth Ave
Port Alberni, BC V9Y 2E3

Dear Chair Osborne and Board Members:

On behalf of the Province of British Columbia, I am pleased to advise you that your application under the *Local Government Grants Act* for an infrastructure planning grant has been approved for the following project:

Grant Description	Amount
Cherry Creek Water Infrastructure Assessment	\$ 7,500

Details of the terms and conditions attached to this grant will be dealt with in an agreement that will be forwarded to you by Ministry of Community, Sport and Cultural Development staff as soon as possible. This agreement must be signed and returned to the Ministry, indicating your acceptance of the terms and conditions.

The Province welcomes the opportunity to support planning in the Regional District of Alberni-Clayoquot. We believe that early and ongoing planning is the best way to ensure that the environmental, social, and economic needs of your community will continue to be met in the years ahead.

Through your planning efforts, the Province encourages you to find ways to use new technology to promote environmental excellence and sustainable economic development.

Congratulations on your successful application and my best wishes with your infrastructure study.

Sincerely,

Peter Fassbender
Minister



Union of BC Municipalities
Suite 60 10551 Shellbridge Way
Richmond, BC, Canada V6X 2W9

Phone: 604.270.8226
Email: ubcm@ubcm.ca

October 2, 2015

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



Dear Mr. Dyson,

RE: UBCM Convention

I wish to thank you on behalf of the UBCM Executive and membership for your participation at the *Electoral Area Directors* forum at the UBCM Convention. Your presentation provided valuable information for our delegates and was very well received.

As a thank you gift, UBCM has made a donation in your honour to KidSport. This national charity provides financial assistance for registration fees and equipment, so all kids can play sports, regardless of their family's financial circumstances. Since its creation in 1993, over 450,000 kids across Canada have been given the chance to play sports. For more information, please visit their website at www.kidsportcanada.ca.

We are grateful that you were able to take time to participate. The success of our Convention depends on the assistance received from many individuals, and your contribution was a notable factor in our having a very successful event.

Again, thank you for your support and participation.

Sincerely,

Marylyn Chiang
Senior Policy Analyst



Info-Work

CP2015-01062

Reduced speed zone and new crosswalk lines at the Rainforest Trail on Highway 4 in Pacific Rim National Park Reserve

Pacific Rim National Park Reserve, BC, October 13, 2015

- Drivers should be aware of the new 60 km/hr speed zone at the Rainforest Trail pedestrian crosswalk on Highway 4, the Pacific Rim Highway.
- Pedestrian crosswalk signs, road markings, and advance-warning strips have been added to the highway. Drivers are reminded that, under BC traffic laws, they must yield to pedestrians in a marked crosswalk.
- Pedestrians should continue to exercise care and attention when crossing the highway and ensure drivers are stopped or stopping before stepping into the crosswalk.
- Visitors of all ages and abilities cross the highway to experience the Rainforest Trail. The new reduced speed zone and marked crosswalk will help alert drivers and reduce the risk of incidents.

The Rainforest Trail is located nine kilometres north of the Pacific Rim Visitor Centre, and seven kilometres south of the main entrance to Long Beach.

For up-to-date news on infrastructure work in Pacific Rim National Park Reserve, follow us on Twitter at [@PacificRimNPR](https://twitter.com/PacificRimNPR) or call 250-726-3500.

-30-

Information:

Kiri Westnedge
Public Relations and Communications Officer
Coastal British Columbia Field Unit
Parks Canada
250-654-4086
Kiri.westnedge@pc.gc.ca



REQUEST FOR DECISION

To: Board of Directors

From: Alberni Valley & Bamfield Services Committee
Wendy Thomson, Manager of Administrative Services

Meeting Date: October 14, 2015

Subject: Request for Financial Aid – 2016 Fire Training Conference in Port Alberni

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors approve the funding request from the BC Fire Training Officers Association Host Committee to help offset costs for the 2016 Fire Training Conference to be held in Port Alberni May 14th to 19, 2016 as follows:

- a. Up to a maximum of \$5,000.00 in 2015 including in-kind through the 2015 Special Events Fund; and***
- b. the remaining funds for a total of \$10,000.00 combined be included in the 2016 grants-in-aid.***

Desired Outcome:

To provide financial support to for the 2016 Fire Fighting Training Conference to be held in Port Alberni, May 14th – 19, 2016.

Background:

The Alberni Valley & Bamfield Services Committee met on September 16th and received a presentation from Deputy Fire Chief Rick Geddes, Sproat Lake Volunteer Fire Department and Deputy Fire Chief Mike Kobus, Beaver Creek Volunteer Fire Department regarding the 2016 Fire Training Conference to be held in Port Alberni, May 14th to 19th, 2016. The fire departments of the Alberni Valley will be hosting the BC Fire Training Officers' Association annual training conference. The conference will bring an estimated 200 participants into the Alberni Valley. (see attached letter)

The Host Committee which is made up of representatives of the four fire departments in the Alberni Valley are requesting funding support in the amount of \$10,000.00 from the Regional District to help offset the costs of hosting the conference.

The Alberni Valley & Bamfield Services Committee passed a resolution recommending the Board of Directors approve their funding request as outlined above.

Time Requirements – Staff & Elected Officials:


Some staff time may be required for in-kind services.

Financial:

The ACRD Special events fund is region wide. Participation in the grant-in-aid portion can be considered during 2016 budget deliberations.

Policy or Legislation:

Local Government Act and ACRD Grant-in-aid Policy apply.

Submitted by: 

Wendy Thomson, Manager of Administrative Services

Approved by: 

Russell Dyson, Chief Administrative Officer



BC Fire Training Officers Association
2016 Annual Conference Committee
5303 Russell St.
Port Alberni, BC V9Y 8E4
(250) 735-4085
deputychief@sproatlakefire.ca

August 18, 2015

Board of Directors
Alberni Clayoquot Regional District
3008 Fifth Avenue
Port Alberni BC V9Y 2E3

Directors,

Re: Request for Financial Aid – 2016 Fire Training Conference

From May 14th to the 19th 2016, the fire departments of the Alberni Valley will host the BC Fire Training Officers' Association annual training conference. This annual training conference moves to different communities within the province each year. It was last hosted in the Alberni Valley in 2000.

The Alberni Valley 2016 training conference will involve an estimated 200 attendees staying and training in the Alberni Valley for one week. Numerous training programs will be run concurrently. This represents a unique opportunity for firefighters in the Alberni Valley and other ACRD communities to access affordable, high quality firefighting training close to home.

The training conference host committee, made up of representation from the four Alberni Valley fire departments, requests that the ACRD support the 2016 training conference by providing \$10,000 in financial assistance that would be used to directly offset the costs of providing firefighting training in the Alberni Valley.

Please feel free to contact me if you require further information regarding this financial aid request.

Sincerely,

Rick Geddes
Committee Chair



Sponsorship Opportunities

**BC Fire Training Officers Association Annual Conference
May 14-19 2016 - Alberni Valley**

Sponsorship Levels

Chief Level _____	\$5000
Deputy Chief Level _____	\$2500
Captain Level _____	\$500
Lieutenant Level _____	\$250
Firefighter Level _____	\$100

Training Provider / Vendor Tradeshow

Tuesday May 17 2016

This is an evening for training providers and vendors to network with training officers from around the province

\$300 per table / booth

Event Specific Sponsorships

Event specific sponsorship can be designed and will be valued according to the package created. Conference specific events that can be sponsored include a coffee break or lunch for conference delegates, local transportation of conference delegates, evening social events ie: McLeans Mill steam train ride, spousal program, delegate gift package goods, in-kind services, and / or promotional items.

How Does Sponsoring This Event Benefit You?

- Sponsorship will increase your company's and/or product's visibility as well as showcasing your products and services
- Provides the ability to talk directly with end users of your product/ service
- Exposes your company to key decision makers from around the province of British Columbia
- Allows your company to gain valuable recognition with existing and prospective clients

For more conference information, please contact Deputy Chief Rick Geddes at deputychief@sproatlakefire.ca or 250-735-4085



Sponsorship Levels



Chief Level - \$5000

- Identification on all conference literature
- Featured signage at training venues
- Promotional opportunities at the conference banquet and social events
- 5 minutes of speech time at the conference banquet
- Promotional literature in each delegate's welcome gift bag
- An invitation to all evening social activities throughout the conference
- Your logo on the BCFTOA Conference website
- Sponsorship recognition at the awards banquet

Deputy Chief Level - \$2500

- Identification on all conference literature
- Signage at training venues
- Promotional opportunities at the conference banquet and social events
- 5 minutes of speech time at the conference banquet
- Promotional literature in each delegate's welcome gift bag
- Your logo on the BCFTOA Conference website
- Sponsorship recognition at the awards banquet

For more conference information, please contact Deputy Chief Rick Geddes at deputychief@sproatlakefire.ca or 250-735-4085

Captain Level - \$1000

- Identification on conference literature
- Signage at training venues
- Promotional opportunities at the conference banquet and social events
- Promotional literature in each delegate's welcome gift bag
- Your logo on the BCFTOA Conference website
- Sponsorship recognition at the awards banquet

Lieutenant Level - \$500

- Your logo on a specific item or day of sponsorship
- Signage at training venues
- A table at the tradeshow
- Your logo on the BCFTOA Conference website
- Promotional literature in each delegate's welcome gift bag
- Sponsorship recognition at the awards banquet

Firefighter Level - \$250

- Your logo on a specific item or day of sponsorship
- Your logo on the BCFTOA Conference website
- Sponsorship recognition at the awards banquet

Thanks for supporting the BC Fire Training Officers Association

Preparing for Tomorrow by Training Today





REQUEST FOR DECISION

To: Board of Directors

From: Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services

Meeting Date: October 14, 2015

Subject: Salmon Beach Maintenance Services Contract

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a contract with Ryan Smith Services to provide maintenance services to Salmon Beach Recreational Village for a two year term commencing November 1, 2015 and ending October 31, 2017 at a cost of \$63,425 per year.

Summary:

A request for proposals was advertised for the Maintenance Services Contract at Salmon Beach. Only one proposal was submitted. The submitted proposal is for \$63,425 per year which will be paid in 12 equal monthly installments. Work requested over and above the work identified within the RFP will be charged at \$35 per hour and require staff approval before proceeding.

An additional component of the maintenance contract is the lease of the pumper truck to perform the pump and haul duties required in the contract. The ACRD has ensured that the truck is in good operational condition and serviced before transfer. The contractor is responsible for all regular maintenance and operational costs and the ACRD will be responsible for the cost of major maintenance. The language within the agreement as presented may differ and information will be provided at the meeting if there have been changes.

Background:


Ryan Smith Services has been in a month to month agreement for almost a year. Ryan Smith Services was the contractor for two and a half years that was utilized by Barkley Sound Management (previous management contractor) to complete the work that he currently provides for Salmon Beach village.

Time Requirements – Staff & Elected Officials:

Much of the staff time for this contract has been completed and minimal staff time will be required to enter into this contract.

Financial:

The expenditure splits among the Salmon Beach services will be reviewed with Ryan Smith and in line with the duties performed. The changes will be made in the 2016 year and work within the approved budget agreed to at the annual Labour Day Salmon Beach meeting.

Submitted by: 

Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services

Approved by: 

Russell Dyson, Chief Administrative Officer

CONTRACT FOR SERVICES

THIS AGREEMENT dated for reference the _____ day of _____, 2015

BETWEEN:

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue
Port Alberni, BC V9Y 2E3
Fax No. 250-723-1327

("ACRD", "we", "us" or "our" as applicable)

OF THE FIRST PART

AND:

RYAN SMITH

dba

RYAN SMITH SERVICES

PO Box 533
#9 – 1636 Peninsula Road
Ucluelet, BC
Ucluelet, BC, V0R 3A0

("Contractor", "you" or "your" as applicable)

OF THE SECOND PART

WHEREAS:

- A. The ACRD called for proposals for the provision of services for Maintenance and Operations Services Contract (the "**Project**"), and the Contractor in reply submitted a proposal. A copy of the call for proposals is attached as Schedule "C" to this Agreement, and a copy of the Contractor's proposal is attached as Schedule "D" to this Agreement.
- B. The ACRD has agreed to engage the Contractor and the Contractor has agreed to provide the services described in Schedule "A" to this Agreement (the "**Services**") to the ACRD in respect of the Project on the terms and conditions set out in this Agreement.

NOW THEREFORE the ACRD and the Contractor, in consideration of their mutual duties and responsibilities to one another under this agreement (the "**Agreement**"), agree as follows:

CONTRACTOR'S OBLIGATIONS:

1. **Standard of Care** You must provide the Services with the degree of care, skill and diligence normally provided by contractors having similar qualifications in the performance of duties of a nature similar to the Services, and you must provide the Services within the time limits specified in Schedule "A" or, if no time limit is specified in Schedule "A", you must provide the Services promptly.
2. **Billable Charges** You must charge only those fees and disbursements specifically authorized for the Services in Schedule "A" to this Agreement. All other costs and

expenses incurred by you to provide the Services, including labour, materials, permits, and licenses, must be paid by you.

3. **Confidentiality** You must not disclose any information, data or secret of the ACRD to any person other than representatives of the ACRD duly designated for that purpose in writing by us and you must not use for your own purposes or for any purpose other than those of the ACRD any information, data or secret you may acquire as a result of being engaged pursuant to this Agreement.
4. **Conflict of Interest** You must not, during the term of this Agreement, perform a service for, or provide advice to any person, firm or corporation, which in our reasonable opinion gives rise to a conflict of interest between your obligations under this Agreement and your obligations to such other person, firm or corporation.
5. **Ownership of Materials** All plans, specifications, manuals, preliminary drafts, sketches, copies, designs, computer modules, software programs, technology, data and information and all other materials produced by you under this Agreement (collectively, the “**Intellectual Property**”) are and will remain our property even though you or another party has physical possession of them. You hereby waive in our favour any moral rights you, your employees, sub-Contractors or sub-contractors may have in the Intellectual Property. Until the expiry or earlier termination of this Agreement, you may retain copies, including reproducible copies of the Intellectual Property. You must not use the Intellectual Property on other projects or for other clients except with written consent from us. You must obtain our consent before you publish or make public any of the Intellectual Property in book, periodical, electronic or any other form.
6. **Retention of Intellectual Property on Termination** Upon expiry or earlier termination of this Agreement, you must turn over to us all Intellectual Property, keeping a single copy for your own archival purposes.
7. **Severability** It is understood and agreed that the covenants and agreements contained in paragraphs 3, 4, 5, 6 and 10 shall survive the expiry or earlier termination of this Agreement and that those paragraphs are severable for such purpose.
8. **Insurance** You must provide and maintain at your expense any insurance that you are required to provide by law, or that is reasonably necessary to insure against any risks you may assume as a result of entering into this Agreement, including coverage for your employees as required by the *Workers Compensation Act*. Without limiting the foregoing, you must provide and maintain at your expense any insurance specifically required in Schedule “B” to this Agreement. You must provide satisfactory proof of insurance coverage to us upon request.
9. **Compliance with Laws** You must comply with all laws applicable to the provision of the Services.
10. **Indemnification** You must indemnify and save harmless us and our elected officials, appointed officers, employees, agents and contractors from and against any claims, costs, losses, damages, actions, causes of action and expenses arising, directly or indirectly, from an error, omission or negligent or wilful act of you or your agents, employees, sub-contractors or sub-contractors, or from your breach of this Agreement.
11. **Assignment** You must not assign, subcontract, or transfer any interest in your rights under this Agreement without our prior written consent.

12. **Legal Relationship** The legal relationship between you and the ACRD arising pursuant to this Agreement is that of an independent contractor and a purchaser of services. Nothing in this Agreement shall be interpreted so as to render us your employer or partner, or the employer of anyone working for you, and you must not do anything that would result in anyone working for you being considered our employees.
13. **Agent** You are not, and must not claim to be our agent for any purpose unless we give you authorization in writing to act as our agent for specific purposes that are reasonably necessary to your rendering of the Services pursuant to this Agreement.

PAYMENT

14. **Payment for Services** We must pay you the fees for your Services at the times set out in Schedule "A". Where you are specifically authorized in Schedule "A" to charge us for disbursements, we must pay such disbursements to you in accordance with Schedule "A" as long as they are reasonably necessary for the performance of the Services and supported by conclusive documentation, including receipts. Payment will be issued in accordance with our accounts payable policies, in no case less than 30 days after receipt of your invoice.
15. **Currency** Unless stated otherwise in this Agreement, all sums of money are in Canadian dollars.

TERMINATION AND SUSPENSION

16. **For Default** If you are in default of your obligations under this Agreement, and you have not corrected the default within thirty (30) days following written notice from us, or if the default reasonably requires more time to correct, and you are not taking active steps to correct the default within thirty (30) days following written notice from us, or if you become insolvent or are assigned into bankruptcy, we may immediately terminate this Agreement. Termination will be without prejudice to any other rights or remedies we may have.
17. **For Absence** If for any reason you are unable to provide the Services using the individuals or subcontractors named in your proposal and set forth in this Agreement for reasons other than reasonable annual vacation time or short term temporary absence because of illness, we may, following written notice and without limiting any other right we may have, immediately terminate this Agreement and shall pay you for the Services performed and disbursements incurred by you to the date of termination, less any amounts necessary to compensate us for damages or costs incurred by us arising from your default.
18. **Suspension** If your Services are suspended by the ACRD at any time for more than thirty (30) days through no fault of yours, then you shall have the right at any time until such suspension is lifted by the ACRD to terminate this Agreement upon giving written notice thereof to the ACRD. In such an event, you shall be paid by the ACRD for all Services performed and disbursements incurred pursuant to this agreement and remaining unpaid as of the effective date of such suspension unless the parties otherwise agree in writing.
19. **With Notice** If we are unwilling or unable to proceed with the Project we may terminate this Agreement by giving you fifteen (15) days written notice. If you receive such notice, you must perform no further Services other than those reasonably necessary to close out the Services, and we will pay you the fees and authorized disbursements properly owing as of the effective date of termination.

GENERAL

20. **Client to Provide Information** We will make available to you all information in our possession which we consider pertinent to your performance of the Services. You may rely upon the accuracy and completeness of such information except where it is unreasonable to do so. However, you acknowledge that the ACRD, in the preparation of the call for proposals and this Agreement, the supply of oral or written information to you, the review of proposals or the carrying out of the ACRD's responsibilities under this Agreement, does not owe a duty of care to you and you hereby waive for yourself, your successors and assigns, the right to sue the ACRD in tort for any loss, including economic loss, damage, cost or expense, arising from or connected with any error, omission or misrepresentation occurring in the preparation of this Agreement, the call for proposals, the supply of oral or written information to proponents, the review of proposals, or carrying out of the ACRD's responsibilities under this Agreement.
21. **Client to Respond** We will give prompt consideration to all draft reports, drawings, proposals and other documents relating to the Project provided to us by you, and, whenever prompt action is necessary, where possible inform you of a decision in such reasonable time so as not to delay your Services.
22. **Site Access** We will arrange and make provision for your entry and ready access to property (public and private) as well as to the Project site, as necessary, to enable you to perform the Services. We will arrange a safety orientation for you and your employees, to identify the hazards of the site. Once we have provided such a safety orientation, you will be responsible for arranging any additional safety orientations necessary as a result of a change in your personnel or otherwise.
23. **Jurisdiction** This agreement is governed by and shall be construed in accordance with the laws in force from time to time in the Province of British Columbia.
24. **Waiver** Except as may be specifically agreed in writing, no action or failure to act by the ACRD or the Contractor shall constitute a waiver of any right or duty afforded either of them under this Agreement nor shall any such action or failure to act constitute an approval of or acquiescence in any breach of this Agreement.
25. **Entire Agreement** This Agreement, including the schedules attached to it, constitutes the entire Agreement between the ACRD and the Contractor and supersedes all previous expectations, understanding, communications, representations and agreements whether verbal or written between the ACRD and the Contractor with respect to the subject matters hereof and may not be modified except by subsequent agreement in writing executed by the ACRD and the Contractor.
26. **Conflict** In the event of a conflict between a provision in this Agreement and a provision in a schedule attached to this Agreement, the provision in this Agreement shall prevail.
27. **Invalidity** If any part of this Agreement is or is declared invalid by a court of competent jurisdiction, the remainder shall continue in full force and effect and be construed as if the Agreement had been executed without the invalid portion.
28. **Designation of Parties** In this Agreement, "we", "us" and "our" refer to the ACRD alone and never refer to the combination of the Contractor and ACRD. The combination of the ACRD and the Contractor is referred to as "the parties".

29. **Headings** The captions or headings appearing in this Agreement are inserted for convenience of reference only and shall not affect the interpretation of it.
30. **Interpretation** Whenever the singular or masculine is used in this Agreement, the same shall be deemed to include the plural or the feminine or the body politic or corporate where the context or the parties so require.
31. **Time** is of the essence in this Agreement.
32. **Enurement** This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, personal representatives, successors and permitted assigns. Neither party may assign, subcontract or transfer an interest in the Agreement without the prior written consent of the other.

DISPUTE RESOLUTION

33. **Arbitration** All matters in dispute under this Agreement which are not first resolved between the parties acting reasonably may, with the concurrence of both the ACRD and the Contractor, be submitted to arbitration pursuant to the *Commercial Arbitration Act* (British Columbia) to a single arbitrator appointed jointly by them.
34. **No Conflict of Interest** No one shall be nominated to act as an arbitrator who is in any way financially interested in the conduct of the Project or in the business affairs of either the ACRD or the Contractor.
35. **Nominees** If the parties cannot agree on the choice of an arbitrator, each party shall select a nominee and the nominees shall jointly appoint an arbitrator.

DESIGNATED REPRESENTATIVES

36. **ACRD Representative** We shall by notice in writing to you designate a representative to act on our behalf with respect to the performance of this Agreement (the “**ACRD Representative**”) and we may at any time or from time to time thereafter, by notice in writing to you, designate another person to act as the ACRD Representative in the place and stead of any person previously designated.
37. **Project Manager** You shall, by notice in writing to us, designate a representative to act on your behalf with respect to the performance of this Agreement (the “**Project Manager**”) and you may at any time or from time to time thereafter, upon written approval from us, designate another person to act as the Project Manager in the place and stead of any person previously so designated.

NOTICE

38. **Notice** Unless otherwise specified in this Agreement, any notice required to be given by either party shall be deemed to have been given if delivered by hand, mailed by prepaid registered mail or faxed 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 shall be deemed to have been received if mailed or faxed, 72 hours after the time of mailing or faxing and, if delivered by hand, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, force majeure or other cause beyond the control of the parties, 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 shall utilize any other means of communication which have not been so interrupted or shall deliver such notice by hand in order to ensure its prompt receipt.

IN WITNESS WHEREOF the parties have duly executed this Agreement as of the date first written above.

ALBERNI-CLAYOQUOT REGIONAL)
DISTRICT by its authorized signatories:)
)
 _____)
 Chair:)
)
 _____)
 Chief Administrative Officer:)

SIGNED, SEALED AND DELIVERED)
 in the presence of:)
)
 _____)
 Witness)
)
 _____)
 Address)
)
 _____)
)
 _____)
 Occupation)

 Ryan Smith

SCHEDULE "A" **SERVICES AND FEES**

The Contractor will perform the following Services for an annual fee of **\$63,425.00** and will be **paid in 12 equal monthly instalments** after the completion of work outlined below. Submission of a monthly invoice is to be provided to the ACRD Accounts Payable department for processing and will be paid within 30 days:

Security

1. Ensure Salmon Beach entrance security gate operates in accordance with the following schedule: During March 15th to September 15th ensure gate opens by 7:00 am and closes at 9:00 pm. Throughout the rest of the year ensure gate opens by 8:00 am and closes at 6:00 pm.
2. Provide routine maintenance and troubleshooting of the gate to ensure function.
3. Lock boat ramp February 15th to April 15th.
4. Place Department of Fisheries and Oceans notifications at Boat ramp within 24 hours of issuance, throughout season.

Ground Maintenance:

1. Mow and weed the Community Park, beach access and sani field once a week from March 15th to October 15th to maintain a neat appearance. This includes trimming all vegetation around any play equipment, apparatus, buildings and fences. Areas are as shown on the attached map.
2. Trim the shoulders of all internal roads (from the edge of gravel to the edge of the dedicated right of way) once every two weeks from March 15th to October 15th as required maintaining a neat appearance.
3. Cut brush and branches extending into right of way of all internal roads, including ditches and access to sani-field once yearly.
4. The following tasks will be required from March 15th to September 15th:
 - a. Sweep tennis and basketball courts. Once a month.
 - b. Trim and remove weeds around tennis and basketball court fences. Once a month.
 - c. Inspect playground for safety once a month and submit inspection report to the ACRD after each inspection.
 - d. Rake gravel and remove garbage from playground. Once a month.
 - e. Wash playground equipment. Once a year – in advance of May 15th.
 - f. Maintain shrubs at playfield and at Salmon Beach entrance.
5. Install and remove posts and tires at boat ramp twice per year (Spring and Fall).
6. Inspect boat ramp weekly throughout the year with the exception of closed period; submit inspection reports to the ACRD after each inspection. Maintain boat ramp and keep tidy as required.

7. Pressure-wash boat ramp walkway once per month (April through to September).
8. Inspect and clean bridge quarterly, submit inspection report to the ACRD after each inspection.
9. During peak visitor times, May 15th to September 15th, maintain public toilets and supplies. From September 16th to May 14th, lock all public toilets with the exception of the Administration building toilet. Administration building toilet must be kept clean.
10. Organize public toilet pump outs.
11. Inspect garbage dumpsters daily from March 15th – October 15th and weekly for the remainder of the year. Ensure neat and orderly appearance and coordinate disposal.
12. Wash all signs once per year. Install and repair signs at the request of the ACRD.

Pump and Haul

1. The Contractor may use the ACRD's pumper truck (the "Truck") while performing Services related to pumping and hauling sewage, on the following terms and conditions:
 - a. The Contractor shall perform regular safety checks on the Truck before and after pump and haul service and will advise the ACRD of any safety concerns noted;
 - b. The Contractor shall use due care and consideration when operating the Truck;
 - c. The Contractor shall only use the Truck for the purposes of performing Services related to pumping and hauling sewage;
 - d. The Contractor shall return the Truck to 1111 7th Avenue when not using the Truck to perform Services related to pumping and hauling sewage
 - e. Without limiting any other provision of the Agreement, the Contractor releases and must indemnify and save harmless the ACRD, its elected officials, appointed officers, employees and agents from and against all lawsuits, damages, costs, expenses, liability or fees (including fees of solicitors on a solicitor and own client basis) which the Contractor or anyone else may incur, suffer or allege by any reason related to the use, maintenance, or repair of the Truck, or any activity related to the Contractor's use of the Truck.
2. Establish pump and haul schedule. On average there are 200 pump outs each year. Takes an average of 2 hours per pump and haul. Maximum of 6 to 7 pumps per week (900 gallons maximum sewer per single pump out).
3. Contractor will monitor septic tank warning lights and alarms after pumping of a holding tank is performed. Contractor will reset and ensure the warning light switch is turned the "ON" position.
4. Contractor will maintain appropriate licensing requirements for ability to operate pump and haul truck.
5. Septic Field Site: Contractor will manage flows and ensure that sewage is flowing into the field. Visually check boxes located left and right in field area for flow. Record and report

observations and report any concerns found in septic field and pump station to the ACRD.

6. Sani Field pump indicators must be checked after a power outage.

Miscellaneous

1. Following significant weather events, at the direction of the ACRD, provide inspections of the community from the public roads and report to the ACRD on status of infrastructure and potential property damage.
2. Assist with the setup and takedown for the two community meetings in May and September.
3. Attend meetings with the ACRD and SB committee as scheduled. Four per year.

Extra Work

The ACRD will pay the Contractor \$35.00 per hour for extra work completed which is not included in this agreement. All extra work must be approved by the ACRD prior to commencement.

SCHEDULE "B"

INSURANCE REQUIREMENTS

The Contractor shall obtain and maintain throughout the Term, Commercial General Liability insurance in respect of the Services with a minimum coverage of \$5,000,000 including the ACRD as Additional Named Insured. The policy shall not be subject to cancellation for any reason without 30 days notice to the ACRD. The Contractor shall provide evidence of such insurance to the ACRD, upon demand. You must also maintain WCB coverage.

SCHEDULE “C”
CALL FOR PROPOSALS



Request for Proposals

Maintenance and Operations Services Contract
Salmon Beach Service Area

The Alberni-Clayoquot Regional District is requesting proposals for the Salmon Beach Service area.

The general scope of this contract is to provide maintenance and operation services to Salmon Beach Recreational Village infrastructure. Details are available at www.acrd.bc.ca, under the **'What's New'** tab. Proponents are responsible for familiarizing themselves with the Salmon Beach Community and the works and services required.

Your proposal must include:

1. familiarity, experience and history with this type of work; specifically ground maintenance and pump and haul; and
2. your proposed hours of work for both the winter and summer seasons to meet the needs of the Salmon Beach Community;
3. your proposed monthly fee structure for required services for both summer and winter seasons to meet the needs of Salmon Beach Community
4. hourly rate for services over and above required amount.

Proponents must be an Independent Contractor and meet the requirements as set out in the Alberni-Clayoquot Regional District's Contractor Safety and Coordination Policy.

Enquiries may be directed by telephone to Mr. Russell Dyson at (250) 720-2705.

Sealed proposals must be in an envelope marked **"Proposal – Salmon Beach Maintenance and Operation Services"** and will be received by the undersigned until 4:00 p.m. local time on June 19th, 2015.

The ACRD reserves the right to reject any or all proposals. The lowest price Proposal will not necessarily be accepted. ACRD reserves the right in its absolute and sole discretion to accept the Proposal that it deems most advantageous and favourable in the interests of ACRD.

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

SCHEDULE "D"

CONTRACTOR'S PROPOSAL

To whom it may concern

RFP: Maintenance and Operations Services Contract Salmon Beach Service Area

I have a proven track record of providing quality, efficient work to the Salmon Beach community for the past 3 1/2 years including ground maintenance, pump/haul and safety/security checks. I provided these service at a cost efficient rate. I am a property owner at Salmon Beach and committed to the community. As a private contractor, I also have steady contracts with others (references available on request):

Current:

5 million liability insurance: Hub International

WCB coverage: for the position

Class 15 air brakes endorsement

proposal

winter hours 120 from november to march

summer hours 165 from april to october

rate: 35\$ hr. annually

emergency pumps \$100.00 plus hourly rate

emergency biffy pumps (inc. all 4) \$100.00 plus hourly rate:

trip to Tofino landfill "household, building, bbq's" materials etc. dumped at
garbage area: \$100.00 plus hrly. rate and any fees

\$35.00hr rate over the agreed terms (ACRD approved)

Currently my company holds 6 contracts (incl. SB)

proposed annual bid: \$63,425.00 for Maintenance and Operations Services
Contract Salmon Beach Service Area
(equal monthly payout)

Ryan Smith Services

9-1636 Peninsula road

p.o. box 533

Ucluelet, BC

V0R3A0

SCHEDULE "E"

TERM

The term of this Contract shall be for two (2) years, subject to earlier termination or renewal.

The term will commence November 1, 2015 and expire October 31, 2017.

S 50

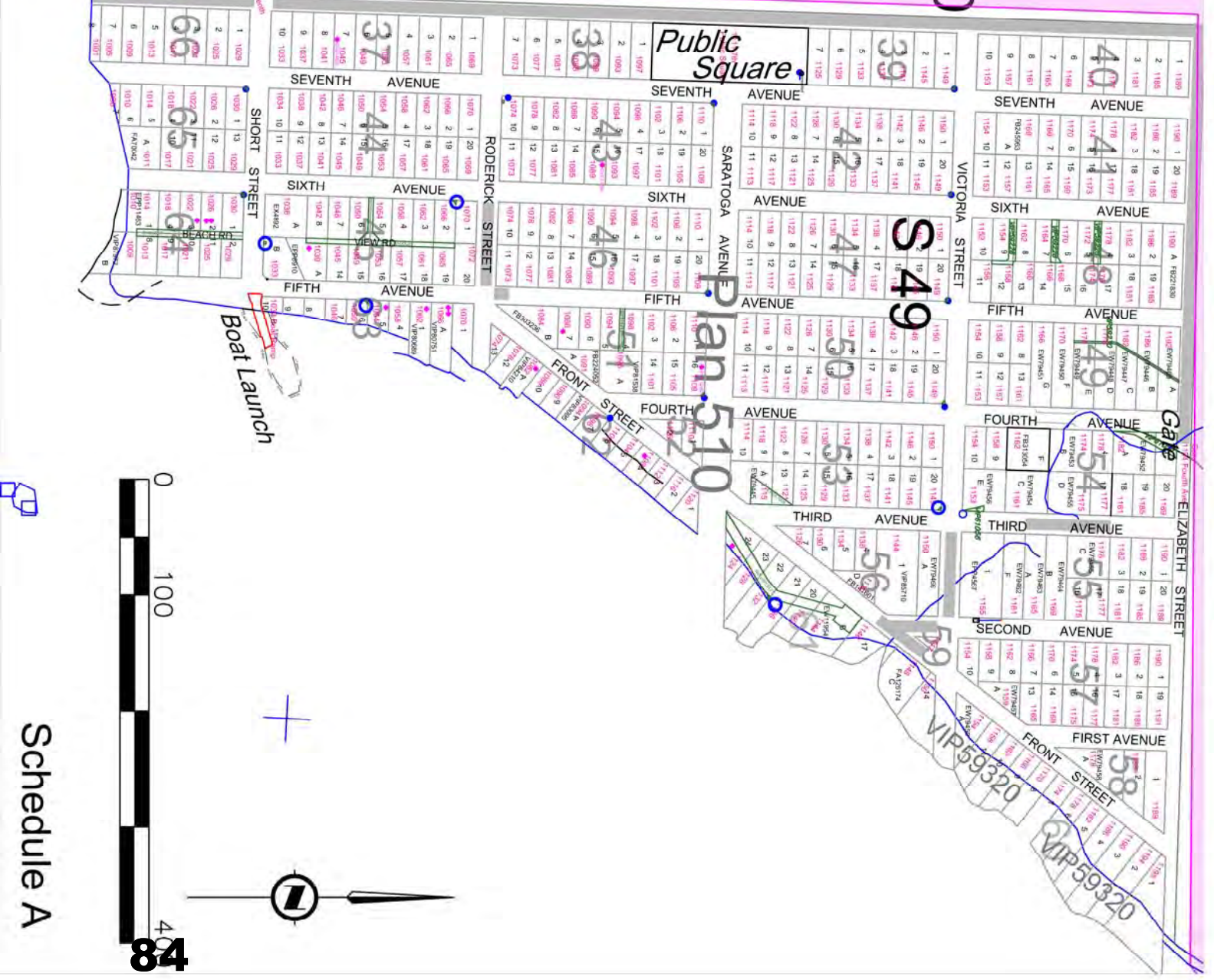
EPP11996

A

S53

Salmon Beach Sani-field

S50



Schedule A



REQUEST FOR DECISION

To: Board of Directors

From: Alberni Valley & Bamfield Services Committee/
Wendy Thomson, Manager of Administrative Services

Meeting Date: October 14, 2015

Subject: Canadian Red Cross – Disaster Response Agreement

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Disaster Response Agreement with the Canadian Red Cross Society for a one year term in the amount of \$10,000.00 for the provision of disaster relief services in the Alberni Valley.

Desired Outcome:

To enter into an agreement with the Canadian Red Cross Society (CRCS) to provide the Alberni Valley Emergency Program with disaster relief services.

Background:

Under the Emergency Program Act, regional districts are responsible for responding to emergencies, including providing emergency social services (ESS). ESS programs often depend on volunteers. The provides the following services to communities: identifying locations for reception centres and group lodging; recruiting other volunteers; working with local businesses, service organizations and government agencies; housing and feeding people forced from their homes; providing services to people who are unable to leave their homes and supporting other emergency responders.

The Alberni Valley Emergency Program relies on volunteers to run the Emergency Social Services (ESS) program in the Alberni Valley. For the past several years the Regional District has had difficulties recruiting and retaining volunteers for this program.

The Canadian Red Cross Society provides ESS services to communities and regional district. This includes recruiting and training local volunteers. A complete list of services provided by CRCS can be found in Schedule "A" of the attached agreement.

At the September 16th Alberni Valley and Bamfield Services Committee meeting a report and was received on ESS services that could be provided to the Regional District through the CRCS. The Committee passed a resolution recommending the ACRD Board of Directors enter into a one year partnership agreement with CRCS for emergency social services in the amount of \$10,000 with the funds

coming from the AV Emergency Planning budget. The attached service agreement has been reviewed by staff and is submitted for consideration by the ACRD Board.

Time Requirements – Staff & Elected Officials:

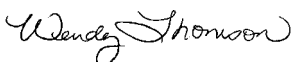
The ACRD’s Emergency Program Coordinator, Dan Holder will work closely with the Canadian Red Cross Society.

Financial:


The \$10,000.00 will come out of the 2015 Alberni Valley Emergency Program budget.

Policy or Legislation:

Local Government Act applies.

Submitted by: 

Wendy Thomson, Manager of Administrative Services

Approved by: 

Russell Dyson, Chief Administrative Officer

Disaster Response Agreement Agreement for Disaster Relief Services

(The “Agreement”)

Dated this day of , 2015

BETWEEN:

Alberni-Clayoquot Regional District, a local government regulated through the BC Local Government Act and BC Community Charter.

(Hereinafter referred to as the “**Entity**”)

OF THE FIRST PART;

-And-

THE CANADIAN RED CROSS SOCIETY, a not-for-profit corporation and registered Charity incorporated under the laws of Canada having its National Office registered 170 Metcalfe St, Ottawa Ontario K2P 2P2;

(Hereinafter referred to as the “**CRCS**”)

OF THE SECOND PART.

WHEREAS the Entity is responsible for safeguarding and protecting the health, safety and security of its citizens and for coordinating basic needs such as shelter, clothing, medical services, and transportation to citizens who are victims of disaster in accordance with the BC Emergency Program Act.);

AND WHEREAS the Entity wishes to put into place procedures and practices to address disasters within the Entity;

AND WHEREAS the CRCS is recognized officially as an auxiliary to the public authorities in providing protection and assistance to Disaster-Affected People, and has the resources and mandate to assist in the provision of disaster relief;

AND WHEREAS the Entity wishes to enter into an agreement with the CRCS for the provision of disaster relief services in accordance with this Agreement and Schedule “A” (the “**Services**”);

NOW THEREFORE, IN CONSIDERATION of the premises and of the mutual covenants herein, the Entity and the CRCS (the “**Parties**”) or individually (the “**Party**”) hereto covenant and agree as follows:

1. **Definitions.**

1.1 For the purposes of this Agreement, the following terms and phrases shall have the following meanings:

- a) **“Approved”** means acceptable to the authority having jurisdiction
- b) **“Authorized Representatives”** means an individual who has the legal authorization to act on behalf of the Party.
- c) **“Business Day”** shall mean a day on which the Entity’s and the CRCS’ offices are open for operations and excludes Saturday, Sunday and any other day which is a statutory or legal holiday in British Columbia.
- d) **“Calendar Days”** shall mean all days in a month, including weekends and holidays.
- e) **“Disaster”** means an urgent and critical situation, or an impending situation, of a temporary nature caused by an accident, an intentional act, the forces of nature or otherwise that constitutes a danger to the life, health, safety or property of the citizens of the Entity and includes:
 - (i) **“Major Disaster”** means an event caused by a natural phenomenon, a technological failure or an accident, whether or not resulting from human intervention, that causes serious harm to more than 25 people or substantial damage to more than 10 dwelling units and requires unusual action on the part of the affected community, or a Response to a Minor Disaster that has exceeded 72 hours;
 - (ii) **“Minor Disaster”** means an exceptional event of a similar nature to a Major Disaster, but which only affects the safety of a maximum of 25 people or 10 dwelling units whichever is greater, with a Response duration of no more than 72 hours;
- f) **“Disaster Management”** means ongoing efforts by an entity to prevent, mitigate, prepare for, respond to, and recover from, a Disaster.
- g) **“Eligible Expenses”** means those expenses incurred in the provision of Services of a type for which the volunteer is entitled to be reimbursed based on the provincial volunteer policy procedures emergency social service rates set out by the Province of British Columbia.
- h) **“Emergency Response”** or **“Disaster Response”** or **“Response”** means those activities, tasks, programs, and systems designed to address the immediate and short-term effects of the Disaster.
- i) **“Emergency Shelter”** means a center identified by the Entity for the temporary lodging of affected persons during a Disaster.
- j) **“Emergency Sites”** means any facility utilized to provide services to Disaster-Affected People, such as an Emergency Shelter and/or Reception Centre.
- k) **“Force Majeure”** means a set of circumstances within the context of a response to a Disaster that significantly hinder the ability of the CRCS to deliver services despite reasonable business efforts to fulfill the terms of the Agreement. These situations may include those where the CRCS is unable to access necessary

materials or resources to provide certain or all of the services described in Schedule "B" of this Agreement.

- l) **"Geographic Area"** means the geographic area covered by the incorporated Entity of **ALBERNI-CLAYOQUOT REGIONAL DISTRICT** as outlined in Schedule "E" of this agreement.
- m) **"Notify", "Notified" or "Notification"** means a process of informing the CRCS of the existence and circumstances of a Disaster as set out in Schedule "D" of this Agreement.
- n) **"Disaster-Affected People" or "Disaster-Affected Person"** means any person who may be evacuated or required to evacuate from a location on an emergency basis as a preventive measure or as a result of an event that jeopardizes their physical integrity. Individuals required to comply with quarantine measures also qualify as Disaster-Affected People.
- o) **"Preparedness"** means those activities, tasks, programs and systems developed and implemented prior to a Disaster that are used to support the prevention of, mitigation of, response to, and recovery from a Disaster.
- p) **"Reception Centre"** means a center identified by the Entity for the registration of affected persons during a Disaster or identified as an information center.
- q) **"Services" or "Disaster Services"** means forms of Disaster-related assistance to Disaster-Affected People as specified in Section 2.1 and pursuant to Schedule "A" of this Agreement.
- r) **"CRCS Personnel"** means staff and volunteers who are affiliated with the Canadian Red Cross Society

2. Services.

- 2.1 CRCS shall provide the Services to the Geographic Area as set out in Schedule "E" and subject to the conditions in Schedule "A" for consideration of the fees as set out in Schedule "C" of this Agreement. The Entity will call on the services of the CRCS in the event of:

Minor Disasters

Major Disasters

- 2.2 The CRCS shall provide the Services set out in Schedule "A" upon receipt of the Entity's Notification of a Disaster pursuant to Section 7 of this Agreement. However, nothing in this Agreement restricts the entitlement of the CRCS to provide additional services at its own expense, in the absence of Notification of a Disaster by the Entity, and to raise funds independently for these additional services. In addition, the CRCS and the Entity may negotiate payment to the CRCS for additional services (outside the Services set out in Schedule "A") at the time of a Disaster or at any time thereafter.

3. Term.

- 3.1 The Parties agree that the right to request Services under this Agreement shall commence on November 1, 2015 and expire on October 31, 2016 (the **"Term"**), unless terminated earlier in accordance with Section 22 (Termination). If the Parties wish to

extend this Agreement, such extension shall be made in writing and agreed to by both Parties.

4. Contribution.

4.1 Preparedness Services - In order that the CRCS may discharge its responsibilities under this Agreement, the Entity agrees to make a lump sum contribution to the CRCS in the amount of \$10,000 CDN. The contribution shall be paid within thirty (30) Calendar Days of the date on which the Agreement is signed and thereafter on the anniversary date of the date on which the Agreement comes into force, for the duration of the Agreement.

4.2 In addition to the annual contribution described above, the Public Safety Lifeline Volunteer Volunteers (PSLV) will recoup expenses incurred in the provision of direct aid through the delivery of emergency social services assistance based on rates set by the Province of BC.

5. Notification of a Disaster.

In the event of a Disaster or impending disaster where CRCS assistance is sought, or is reasonably expected to be sought within a short period, the Entity shall immediately contact the CRCS for the provision of the Services in accordance with the protocol stipulated in Schedule "D": Notification Protocol.

6. CRCS Personnel.

6.1 When carrying out Services under this Agreement, the CRCS shall provide the coordination of necessary personnel for the delivery of the Services, with the understanding that the workforce is comprised principally of volunteers, and the recognition that availability may be reduced in exceptional circumstances despite the reasonable efforts of the CRCS. All efforts to provide the service will be made and the Entity will be notified. All volunteer personnel will be registered as PSLV and are expected to follow the Provincial standards for ESS policies and training requirements. Expenses relating to volunteers will be in accordance with PSLV policies and based on prior approvals if necessary

6.2 The CRCS shall ensure that all of its personnel and equipment at a site where Services are being provided are clearly identified with the CRCS and Emergency Social Services (ESS) Logo. Volunteers will identify themselves as CRCS/ESS volunteers when assisting evacuees.

7. Records Management.

7.1 ALBERNI-CLAYOQUOT REGIONAL DISTRICT shall establish, maintain, and retain records of all Disaster-Affected People who are registered during a Minor or Major Disaster. The records shall include the following information, as it is provided:

- a) names of all family members;
- b) primary residence address;
- c) forwarding address and contact phone number for the Persons Affected by the Disaster when they leave Emergency Sites; and
- d) medical needs.

Upon the conclusion of the Services, the CRCS shall deliver a record of all Disaster-Affected People served to the Entity with the exception of the files of Disaster-Affected People who have requested their personal information not be shared with the Entity pursuant to Section 11.4 of this Agreement.

- 7.2 The CRCS warrants that it will not infringe upon or violate any intellectual property rights, including, but not limited to, any patent, copyright, trade secret or any other right of any third party, and will not be libelous or slanderous or otherwise unlawful.
- 7.3 The CRCS agrees that copyright in and all information and material of any kind whatsoever acquired or prepared by the Entity for the CRCS pursuant to this Agreement, shall, both during and following the term of the Agreement, be the sole property of the Entity. CRCS will own exclusively all property or materials which the CRCS produces in performance of the Services, and all copyright and other industrial and intellectual property rights in such property and materials. For greater clarity, CRCS retains the copyright and exclusive right of use for its own service provision methods, document templates, disaster management training techniques, and all materials related to these functions.

8. Supply Management.

- 8.1 The CRCS shall be responsible to stock and maintain supplies as required to fulfill obligations as required to provide Services pursuant to this Agreement.

9. Information about an Identifiable Individual.

- 9.1 The CRCS and the Entity shall act in accordance with all applicable privacy laws. To the extent the Parties have differing obligations under applicable privacy legislation; the Parties shall take reasonable steps to facilitate the other Party's compliance with applicable law.
- 9.2 The CRCS will treat as confidential and will not, without the prior permission of the Entity, publish release or disclose, or permit to be published, released or disclosed, either before or after the expiration, information supplied to, obtained by, or which comes to the knowledge of the CRCS as a result of the Agreement except insofar as such publication, release or disclosure is necessary to enable the CRCS to fulfill its obligation under the Agreement.
- 9.3 Restricted Files - The CRCS will permit Disaster-Affected People to have their client file marked as a "restricted file". The CRCS will treat as confidential and will not, without the prior permission of the Entity, publish, release or disclose, or permit to be published, released or disclosed, either before or after the expiration or Termination of this Agreement, information supplied to, obtained by, or which comes to the knowledge of the CRCS as a result of the Agreement except insofar as such publication, release or disclosure is necessary to enable the CRCS to fulfill its obligation under the Agreement.
- 9.4 Non-Disclosed Files - Upon request by a Disaster-Affected Person, the CRCS shall avoid disclosure of the Personal Information of a specified Disaster-Affected Person and or members of his or her household to the Entity. In such a case, the CRCS will inform the Entity of Services provided only in anonymized or aggregated form. The Entity may request further non-identifying information as needed in order to facilitate for reimbursement in accordance with Schedule "C" of this Agreement.
- 9.5 Notwithstanding paragraph 11.3, the Entity acknowledges that the information which is entered on CRCS client files is given to the CRCS in confidence, and shall be available or shared with the Entity for the purposes of disaster response only. The Entity further acknowledges that certain registrants may request that the information they provide the CRCS be restricted in its distribution for personal reasons. Upon being advised by the CRCS, this higher level of confidentiality must also be respected by the Entity.

9.6 The CRCS shall give Disaster-Affected People verbal or written notification when information about an identifiable individual is collected and/or recorded during an Emergency Response. The notice will inform the individual about the reason for collecting the information; how the information will be used; and who will have access to it.

10. Confidentiality.

10.1 Confidentiality and Security of Material and Information - The CRCS agrees to ensure that the CRCS, its partners, directors, officers, employees, agents, sub-contractors and volunteers shall, both during or following the term of this Agreement, maintain the confidentiality and security of all material and information which is the property of the Entity and CRCS agrees that the CRCS, its partners, directors, employees, agents, sub-contractors and volunteers shall not directly or indirectly disclose or use, either during or following the term of this Agreement, except where required by law, any material or information belonging to the Entity pursuant to this Agreement, without first obtaining the written consent of the Entity for such disclosure or use.

10.2 Confidential Information. "Confidential Information" means any information or material that relates to each party's business and affairs including CRCS donor lists and any information relating to the suspension or termination of this Agreement, and that: (i) is clearly marked "confidential" or "proprietary" if provided in written or visual form, (ii) is preceded by a statement that such information is confidential or proprietary, if provided in oral form, or (iii) given the circumstances surrounding disclosure, should in good faith be treated as confidential or proprietary exclusions.

10.3 Confidential Information shall not include any information that: (i) is in the public domain at the time of its communication; (ii) is independently developed by each party (iii) entered the public domain through no fault of the receiving party subsequent to communication with the other party; (iv) is in possession of the receiving party free of any obligation of confidence at the time it was communicated to the receiving party; or (v) is communicated to the receiving party by a third party under no legal obligation to maintain the confidentiality of the information. Additionally, each party may disclose such Confidential Information to the extent required by legal process; provided that, prior to making any such disclosure, each party shall notify the other party of same and that each party shall have the right to participate with the other party in determining the amount and type of Confidential Information, if any, which must be disclosed in order to comply with any such legal process.

11. Privacy Policy.

11.1 The Parties acknowledge and agree that any personal information that is provided to a Party for the purpose of creating records or otherwise is provided to that Party in confidence and is protected by each Party's privacy policies and applicable privacy legislation with which each Party agrees to comply.

12. Unaccompanied Children and Vulnerable Adults.

12.1 The CRCS agrees to have in place Standard Operating Procedures and work with the appropriate social services agency to assist unaccompanied children who are under the age of majority in accordance with Provincial legislation, and/or vulnerable adults, requiring that any such children or vulnerable adults be supervised in accordance with the applicable procedure until united with a family member that is not a minor or a vulnerable adult, or referred to the responsible government agency.

12.2 CRCS Personnel supervising unaccompanied children or vulnerable adults must have a police background check and a vulnerability sector check completed prior to their qualifying as a volunteer in this capacity.

13. **Indemnification.**

13.1 Each Party shall, during the Term and after the termination of this Agreement, indemnify and save harmless the other from any loss, damage, claim, cost, expense or liability whatsoever that the other may incur, suffer or be required to pay pursuant to any claim, demand, action, suit, litigation, charge, complaint, prosecution or other proceeding that may be made or asserted against or affect the party indemnified by reason of a wrongful or negligent act or omission on the part of the indemnifying Party, its employees, servants, agents, subcontractors or volunteers in the performance, or rendering of Services.

14. **Insurance.**

14.1 The Entity shall, at its sole cost and expense, take out and keep in force throughout the Term of this Agreement commercial general liability insurance covering all acts and omissions of its employees and volunteers in respect of loss by or injury to third parties, including CRCS staff and volunteers, arising from those acts or omissions in the course of this Agreement, both coverage's to a limit of at least Ten Million Dollars (\$10,000,000.00) per Disaster, or such lesser amount as is approved by the Society. The policy will include CRCS as an Additional Insured and will contain a Cross Liability and Severability of interest clause. Certificates of insurance will be delivered promptly to the CRCS, on request, throughout the Term of this Agreement.

14.2 Each policy of insurance must be endorsed to provide thirty (30) days notice to CRCS in the event of cancellation by the insurer. Additionally the Entity must provide the CRCS with thirty (30) days written notice of its intention to cancel or not renew the policy.

14.3 The CRCS shall, at its sole cost and expense, take out and keep in force throughout the Term of this Agreement commercial general liability insurance covering all acts and omissions of its employee and volunteers in respect of loss by or injury to third parties, including Entity staff and volunteers, arising from those acts or omissions in the course of this Agreement, to a limit of at least Ten Million Dollars (\$10,000,000.00) per Disaster, or such lesser amount as is approved by the Entity. The policy will include the Entity as an Additional Insured and will contain a Cross Liability and Severability of interest clause. Certificates of insurance will be delivered promptly to the Entity from time to time, on request, throughout the Term of this Agreement.

14.4 Each policy of insurance must be endorsed to provide thirty (30) days notice to the Entity in the event of cancellation by the insurer. Additionally the CRCS must provide the Entity with thirty (30) days written notice of its intention to cancel or not renew the policy.

14.5 CRCS Personnel will be covered under the Canadian Red Cross Group Accident Insurance coverage where such personnel are not covered by Workers' Compensation or where Workers' Compensation is not the sole remedy of injured personnel. See attached Annex I – Red Cross Group Accident Insurance attached.

15. **Fundamental Principles.**

15.1 The Parties shall carry out the terms of this Agreement in accordance with the Fundamental Principles of the International Red Cross and Red Crescent Movement, as attached in Schedule "B".

16. Reporting.

16.1 The CRCS shall provide to the Entity the following reporting on Services provided to Disaster-affected People:

- a) A report on Services in connection with Minor Disasters provided quarterly (4 times) per year for each year of the Agreement.
- b) A annual report on Services will also be provided at the end of the year.

18. No Assumption of Partnership.

18.1 Nothing in this Agreement gives rise to a partnership or joint venture between the Entity and the CRCS or to an employment relationship between the Entity and the employees or volunteers of the CRCS in the provision of Services.

19. Amendment of Agreement.

19.1 None of the terms, conditions or provisions of this Agreement shall be held to have been changed, waived, varied, modified or altered by any act or statement of either Party, their respective agents, servants or employees unless done so in writing signed by both Parties.

20. Termination.

20.1 Either party may terminate the Agreement for any reason and at any time upon providing sixty (60) days written notice.

20.2 Notwithstanding any other provision in the Agreement, the Entity reserves the right to terminate the Agreement immediately upon written notice to the CRCS if:

22.2.1 the CRCS is adjudged bankrupt or makes a general assignment for the benefit of its creditors;

22.2.2 a receiver is appointed on account of the CRCS's insolvency.

20.3 Termination of Agreement - With Notice — This Agreement may be terminated by either Party by giving thirty (30) days' notice in writing to the other Party after an attempt has been made to engage the other Party in Dispute Resolution pursuant to Section 26 below. If this Agreement is so terminated, the Entity will have no further obligation to CRCS except to pay CRCS such fees and expenses as described in Section 4 (Contribution) and Schedule "C" of this Agreement. For clarification, termination of this Agreement shall not relieve either party of any ongoing obligation incurred in accordance with this Agreement prior to its termination.

20.4 Effect of Termination - Rights of the Entity — The Entity will not, by virtue of any of the above instances of termination, waive any rights or remedies it may have in the Agreement or otherwise at law. The Entity shall only be responsible for the payment for Services which are funded by the Entity and which have been completed up to and including the effective date of any such termination with the exception of annual Contribution costs up to and including the year of Termination, as described in Section 4 (Contribution) and Schedule "C" of this Agreement.

20.5 Termination - Duties of CRCS - Upon termination, the CRCS shall, at a minimum, in addition to other provisions in this Agreement, disclose to the Entity the current state of the Service at the date of termination and provide to the Entity a report of, and all information requested by the Entity pertaining to the Service.

21. Withdrawal of Services.

- 21.1 The CRCS may provide immediate notice at any time during a Disaster advising that it shall withdraw or reduce its services in the event conditions are such that the CRCS is unable to provide Services without compromising the health or safety of its employees and/or volunteers.

23. Legal Notice.

- 23.1 Any notice, instrument or document to be given, served or delivered must be in writing and sent to the other Party at the address indicated below, or to such other address as may be designated by notice provided by either Party to the other as indicated below:

For the CRCS

Kimberley Nemrava
Director, BC & Yukon
Canadian Red Cross
909 Fairfield Rd
Victoria, BC V8V 3A3

For the Entity:

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

Any notice, instrument or document to be given by either Party to the other shall, in the absence of proof to the contrary, be deemed conclusively to have been received by the addressee (i) if delivered personally on a Business Day, then on the day of delivery; (ii) if sent by prepaid registered post, then on the second day following the registration thereof; (iii) if sent by ordinary mail, then on the third business day following the date on which it was mailed; or (iv) if sent by facsimile, upon confirmation of successful transmission of the notice.

24. Force Majeure.

- 24.1 In the event of a Force Majeure, the Parties shall consult with one another on the appropriate action to be taken, which may include temporary suspension of certain provisions of this Agreement for the duration of the Force Majeure situation or termination of this Agreement. Suspension of any provision of this Agreement shall be reviewed on a periodic basis but at least once every three (3) months. If the force majeure condition continues for more than sixty (60) days, either Party may terminate this Agreement upon written notice to the other Party.

25. Dispute Resolution.

- 25.1 The Parties shall make every reasonable effort to settle any dispute that arises as a result of any claim or controversy evolving from this agreement by negotiation. Any dispute, disagreement or issue of any kind arising out of this Agreement, that cannot be resolved through negotiations within thirty (30) Calendar Days of a written request for negotiations delivered by either Party to the other Party's representative as designated in Section 24.1 (the "Legal Notice"), shall be resolved through mediation.

25.2 Such mediation shall be facilitated by a neutral third party that is to be determined by both Parties. In the case the Parties cannot determine a neutral third party, if the mediation is unsuccessful, or if the mediation is not concluded within sixty (60) Calendar Days of the date of notification, an arbitrator shall be appointed by the international chamber of commerce.

25.3 The arbitration shall be conducted in one of the official languages of Canada and in accordance with the International Chamber of Commerce Arbitral Rules then in force. The place of arbitration shall be ALBERNI-CLAYOQUOT REGIONAL DISTRICT, BC. The arbitrator's decision shall be final and conclusive of the matter, and shall not be appealable or subject to judicial review.

26. Entire Agreement

26.1 This Agreement constitutes the entire agreement and understanding between the Parties with regard to the Services and no amendment, modification or waiver of any of the terms or conditions herein shall be valid unless in writing and signed by an authorized representative of CRCS and the Entity. For greater certainty, the Parties acknowledge that this Agreement does not affect any existing or future agreement that has been or may be put in place to deal with large scale emergencies which may occur within the Entity.

27. Applicable Law

27.1 This Agreement shall be interpreted in accordance with and governed by the laws in force in ALBERNI-CLAYOQUOT REGIONAL DISTRICT, BC. Any proceedings relating to the subject matter of this Agreement shall be brought in the courts of ALBERNI-CLAYOQUOT REGIONAL DISTRICT, BC.

28. Survival

28.1 Except as otherwise provided in this Agreement, Articles 11.1, 16.1, 26, 28.1, 32.1, 34.1, 36.1, and 37, shall survive the termination of this Agreement.

29. Counterparts.

29.1 This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. The Parties to this Agreement may rely on a facsimile copy of this Agreement, when executed, as conclusive evidence of a valid and binding agreement between them.

30. Schedules.

This Agreement includes all of the Schedules annexed to it, the terms and conditions of which are expressly incorporated by reference herein and form a part of this Agreement. They are as follows:

- **Schedule "A"- Services**
- **Schedule "B"- Fundamental Principles**
- **Schedule "C"- Preparedness Funding & Reimbursement of Expenses**
- **Schedule "D"- Notification Protocol**
- **Schedule "E" – Geographic Service Area**

31. Non-Waiver.

- 31.1 No waiver by any Party of any breach by the other Party of any of its covenants, obligations and agreements hereunder shall be a waiver of any subsequent breach of the same or any other covenant, obligation or agreement, nor shall any forbearance in seeking a remedy for any breach be a waiver of any rights and remedies with respect to such or any subsequent breach.

32. Contractual Commitments with Third Parties.

- 32.1 The CRCS shall have the right to subcontract with local suppliers as deemed necessary in the sole opinion of the CRCS to fulfill its obligations to provide Services to Disaster-Affected People. The CRCS shall not subcontract any of the following Services to be performed pursuant to this Agreement: Client intake, Notification procedures, record-keeping and reporting unless it receives the written consent of the Entity which may not be unreasonably withheld. The CRCS retains sole responsibility for the actions of any and all subcontractors it uses in the fulfillment of the terms of this Agreement.
- 32.2 Every subcontract entered into by the CRCS shall adopt all of the terms and conditions of this Agreement as far as applicable to the subcontractor's services.

33. Enurement and Assignment.

- 33.1 This Agreement shall be binding upon and ensure to the benefit of the Parties, their respective successors and permitted assigns. Neither Party may assign, subcontract or in any way transfer or delegate any of its rights or obligations hereunder except with the prior written consent of the other Party hereto. Any assignment carried out without such consent is null and void.

34. Headings.

- 34.1 All headings in this Agreement are inserted for convenience of reference only and are not to be considered in the construction or interpretation of any provisions of this Agreement.

35. Severability.

- 35.1 If any provision of this Agreement is, or becomes, illegal, invalid or unenforceable in any jurisdiction, the illegality, invalidity or unenforceability of that provision will not affect:
- I. the legality, validity or enforceability of the remaining provisions of this Agreement; or
 - II. the legality, validity or enforceability of that provision in any other jurisdiction.

36. Use of the CRCS Logo.

- 36.1 The Entity may not use the CRCS Logo or name without the review and written approval of the CRCS prior to publication or use.
- 36.2 Use of the CRCS Logo and name after written approval may only be used in relation to the Services. The Entity is not permitted to use the CRCS Logo as a means of endorsement by the CRCS of the Entity or as a co-branding initiative.

37. The Emblem.

- 37.1 The Red Cross Emblem consists of a red cross on a white background and is universally recognized as a symbol of protection and neutrality. Conversely the CRCS Logo is the Red Cross Emblem plus the phrase “Canadian Red Cross/ Croix Rouge canadienne” as set out in the CRCS Graphic Standards. Use of the Red Cross Emblem alone is strictly prohibited.

IN THE PRESENCE OF WITNESSES, the Authorized Representatives have signed this agreement on behalf of the Parties

THE CANADIAN RED CROSS SOCIETY

Per: _____

Title: Kimberley Nemrava; Director BC and Yukon

Per: _____

Title: Elysia Dempsey; Acting Manager; BC and Yukon, Disaster Management

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Per: _____

Title: Josie Osborne, Chairperson

Per: _____

Title: Russell Dyson, Chief Administrative Officer

SCHEDULE “A” – SERVICES

PREPAREDNESS SERVICES

Public Education

The CRCS will provide preparedness workshops to residents of the Entity, with the locations of those workshops to be determined jointly by CRCS and the Entity.

Joint Planning

The CRCS will provide planning support and collaboration associated with, but not limited to, acquisition and pre-positioning of supplies, development of plans and procedures, operational structure and response as they relate to the provision of CRCS Services.

Exercises

The CRCS will participate in exercises with the Entity (as deemed appropriate by the Entity) and provide the Entity with the option to deploy staff to CRCS exercises.

Education and Training for Disaster Management Personnel

The CRCS will maintain a local cadre of trained, exercised and ready-to-respond CRCS personnel, sufficient to fulfill the terms of this Agreement, and undertake continuing education including drills and training. Members will be registered with EMBC as Public Safety Volunteers.

Maintenance of Pre-Positioned Stockpiles

The CRCS will maintain a local stockpile of materials deemed necessary to provide immediate service in the event of a Minor Disaster, Stockpiled items may include vouchers, gift cards, hygiene kits, cots, blankets, water and/or other items as deemed necessary.

RESPONSE SERVICES

Response Services will only be provided where the ESS Director is able to secure a TASK number through the Provincial Emergency Program as determined by the Provincial Emergency Coordination Centre. Notwithstanding the foregoing, the CRCS may, in its sole discretion, elect to proceed with providing the following Response Services or any part thereof at its own cost.

Response Services delivered will be in accordance with the guidelines and set rates set out based on the Evacuee Living Assistance Policy as set by EMBC.

Family Reunification Services

The CRCS will contribute to the alleviation of the anxiety and fear of affected persons experience when family members are separated because of a Minor or Major Disaster.

This service involves collecting specific and accurate information from affected peoples (registration) and responding to requests for information about their family members' health and how to contact them.

Client Registration is also helpful in supporting the delivery of other types of assistance and direct aid services.

The CRCS may manage or organize the Registration and Inquiry service (through CRCS registration cards or by software approved and supplied by the Entity) in three ways:

- In person, with CRCS personnel assisting the client(s) with completing the Registration cards.; or
- Self service and through direct contact with CRCS personnel, providing the client(s) with access to a telephone, electronic mail or the CRCS registration database;

- Self service and remotely, by telephone, electronic mail or CRCS registration database.

A Central Registration and Inquiry Bureau (CRIB) will be offered in Major Disasters as deemed necessary, upon mutual agreement with the Entity, which can be utilized to centralize registrations and inquires as well as to provide call-centre support.

Emergency Lodging Services

The CRCS will provide Disaster-Affected People with a temporary, safe shelter, to preserve their dignity and support them during an evacuation.

The CRCS may deliver or organize this service in three ways:

- Commercial lodgings in a hotel or motel; or
- Evacuation Centre (Major Disaster only)
- Placement in an Entity-approved shelter.

Reception and Information Services

The CRCS will receive Disaster-Affected People at locations where they can receive services and/or to inform them about the available services offered by the CRCS or other organizations.

In a Major Disaster this service may be organized in two ways:

- In a Reception Centre or any other location where services or information are available for disaster-affected peoples; or
- By setting up an Evacuation Centre that provides reception and information as well as emergency lodging services for affected peoples.

Emergency Food Services

The CRCS will provide emergency feeding services for Disaster-Affected People.

The CRCS may deliver or organize this service in four ways:

- Activation of not-for-profit resources or other third party resources or corporate partnerships;
- By referring Disaster-Affected People to commercial establishments such as restaurants and public cafeterias or by obtaining the assistance of a caterer;
- In a Major Disaster, a cafeteria managed by the CRCS (in which case the CRCS will assign food handling responsibility to qualified professionals); or
- Administer food vouchering/pre-paid gift/debit cards.

The CRCS is careful to ensure to the best of its ability based on the circumstances that food meets the nutrition needs of at-risk groups, in particular infants, children, pregnant and breast-feeding women, the elderly, individuals who need special diets and emergency workers. Food should also respect the culture of the population affected and take into account the stress that some foods may cause.

Personal Services

The CRCS will provide for the initial reception of Disaster-Affected People arriving at Emergency Sites; inform them of immediate emergency help available; offer temporary care for unattended children and dependent elderly; assist with the temporary care of residents from special care facilities; and offer emotional care and comfort.

The CRCS may also facilitate access to medical care or provide for personal needs such as renewing a prescription for essential medications, replacing or repairing eyeglasses, prosthetics, hearing aids or mobility assistance equipment, where no other financial resources are available.

Emergency Clothing

The CRCS will provide clothing to preserve affected peoples' dignity and ensure that they are dressed appropriately for the weather.

The CRCS delivers this service in one of two ways:

- Provide new clothing with the assistance of clothing suppliers; or Administer vouchering or pre-paid gift/debit cards for clothing.

SCHEDULE “B” – FUNDAMENTAL PRINCIPLES

Humanity

The international Red Cross and Red Crescent Movement, borne of a desire to bring assistance without discrimination to the wounded on the battlefield, endeavours, in its international and national capacity, to prevent and alleviate human suffering wherever it may be found. Its purpose is to protect life and health and to ensure respect for the human being. It promotes mutual understanding, friendship, cooperation and lasting peace amongst all peoples.

Impartiality

It makes no discrimination as to nationality, race, religious beliefs, class or political opinions. It endeavours to relieve the suffering of individuals, being guided solely by their needs, and to give priority to the most urgent cases of distress.

Neutrality

In order to continue to enjoy the confidence of all, the Movement may not take sides in hostilities or engage at any time in controversies of a political, racial, religious or ideological nature.

Independence

The Movement is independent. The National Societies, while auxiliaries in the humanitarian services of their governments and subject to the laws of their respective countries, must always maintain their autonomy so that they may be able at all times to act in accordance with the principles of the Movement.

Voluntary Service

It is a volunteer relief movement not prompted in any manner by desire for gain.

Unity

There can be only one Red Cross or one Red Crescent Society in any one country. It must be open to all. It must carry on its humanitarian work throughout its territory.

Universality

The International Red Cross and Red Crescent Movement, in which all Societies have equal status and share equal responsibilities and duties in helping each other, is worldwide.

SCHEDULE “C” – CONTRIBUTION

PREPAREDNESS SERVICES

In order that the CRCS may make the necessary arrangements to enable it to discharge its responsibilities under this Agreement, the Entity agrees to make a contribution to the CRCS for the length of the Agreement, as follows:

- November 1, 2015 : \$10,000

The annual contribution shall be paid within thirty (30) days following the date on which the Agreement is signed.

In order for the CRCS to be able to assist Disaster-Affected People appropriately, it may organize a fundraising campaign if its resources are insufficient to meet the needs of Disaster-Affected People. The fundraising campaign will be conducted and the funds raised will be used in accordance with the standards of the CRCS.

RESPONSE SERVICES

Response Services will only be provided where the ESS Director is able to secure a TASK number through the Provincial Emergency Program as determined by the Provincial Emergency Coordination Centre. Notwithstanding the foregoing, the CRCS may, in its sole discretion, elect to proceed with providing the following Response Services or any part thereof at its own cost.

Expenses Relating to Volunteers on Response

Expenses incurred by PSLV for the provision of assistance in the case of Minor Disasters shall be covered as outlined in the EMBC Emergency Services Volunteers policy.

Expenses for Direct Assistance to Disaster-Affected People

Response Services delivered will be in accordance with the guidelines and set rates set out based on the Evacuee Living Assistance Policy as set by EMBC

SCHEDULE “D” Notification Protocol

General

The Entity, or their designate, shall request assistance from the CRCS as per the protocol described herein to determine what services will be delivered, the terms and conditions for organizing the services and the duration of the services.

The information to be provided by the Entity at the time of notification includes:

- Nature and location of Disaster
- Time Disaster occurred
- Number of people affected (if available)
- Current or possible evacuation
- Emergency Services on-scene
- Any identified threats or hazards to the affected population and/or CRCS personnel
- Activation level of municipal EOC/emergency response plan (Major Disasters only)
- Services requested, including Emergency Sites and locations (Major Disasters only)
- Time frame for response
- Any special instructions, limitations, etc.
- Location of affected vulnerable persons/populations, such as Long-Term Care facilities, hospitals, etc.
- Entity liaison officer names and contact information

Contact Information

The CRCS Disaster Management representatives are available 24-hours a day, 7-days a week, 365 days a year. In the event of an emergency, the following personnel should be contacted.

For the CRCS:

Gary Carleton

24/7 Emergency Contact Line: 1-888-800-6493
Contact Email Address: gary.carleton@redcross.ca
Preferred Method of Communication: Email
Alternate Means of Contact: 250-995-3525

Matthew Colling: Acting Manager for Community Planning and Response; Disaster Management BC and Yukon

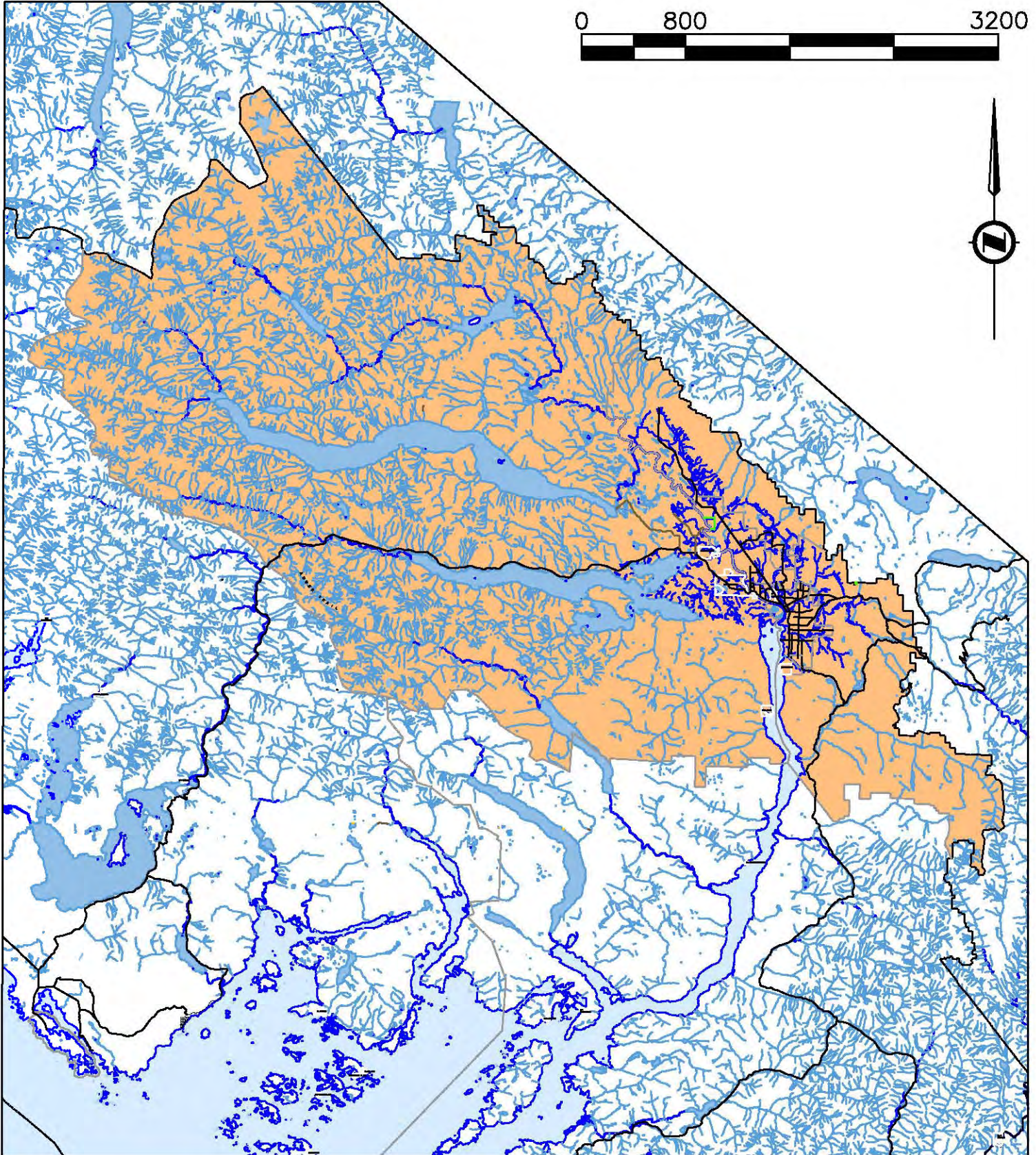
24/7 Emergency Contact Line: 1-888-800-6493
Contact Email Address: Matthew.Colling@redcross.ca
Preferred Method of Communication: Email
Alternate Means of Contact: 604-709-6606

Schedule 'E'

This schedule is attached to and forms part of ESS Services agreement.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



Service Area: City of Port Alberni, Electoral Area "B" (Beaufort), Electoral Area "D" (Sproat Lake), Electoral Area "E" (Beaver Creek), Electoral Area "F" (Cherry Creek).



REQUEST FOR DECISION

To: Board of Directors
From: Janice Hill, Environmental Services Coordinator
Meeting Date: October 14, 2015
Subject: DND Lease Renewal – Receiver Facility – Long Beach Airport

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors renew the Department of National Defence Receiver Facility lease at the Long Beach Airport for a 15 year term commencing June 1, 2015 with an annual rent of \$4,840.00 per year plus applicable taxes with increases based on the prior year's BC CPI increases.

Summary:

The Department of National Defence (DND) has been leasing a portion of the Long Beach Airport lands since June of 2000 for operating and maintaining a High Frequency Radio Receiver which consists of a trailer mounted electronic equipment shelter, a 30 meter self support tower and four 5 meter receiver antennas.


Time Requirements – Staff & Elected Officials:

Minimal staff time to prepare lease agreement.


Financial:

The Department of National Defence will pay \$4,840.00 per year (prior year was \$3,518.00) plus applicable taxes with increases based on the prior year's BC CPI increases. The lease agreement will also include a clause that if a future market appraisal is completed on the Long Beach Airport lands, any increase in rent will be included during the term of the agreement.

Submitted by: _____


Janice Hill, Environmental Services Coordinator

Approved by: _____


Russell Dyson, Chief Administrative Officer



LEASE

THIS AGREEMENT made the _____ day of _____, 2015

BETWEEN:

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

(the "Regional District")

AND:

HER MAGESTY THE QUEEN in Right of Canada,
Represented herein by the Minister of National Defence,
101 Colonel By Drive
Attention: DGAEPM/DAP 7-2-3
Ottawa, ON K1A 0K2

(the "Lessee")

WHEREAS:

- A. The Regional District is the owner of the Lands and Premises in the Regional District of Alberni-Clayoquot legally described as shown on "Schedule E", also known as part of the Long Beach Airport Lands, (the "Airport Lands") and
- B. The Lessee has requested and the Regional District has agreed to grant a Lease for a portion of the Airport Lands.
- C. It is a condition precedent to this Lease that it be approved by the Regional District of Alberni-Clayoquot Board of Directors.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the rents and agreements to be paid and performed by the Lessee, the parties hereto covenant and agree with each other as follows:

1. PREMISES:

- a. The Regional District leases to the Lessee that portion of the Airport Lands comprised of approximately 2,132 square feet of land as shown outlined on Schedule "A", attached to and forming part of this agreement (the "Premises").

2. USE:

- a. The Lessee shall use the Premises for the purpose described in Schedule “B”, attached to and forming part of this agreement, and the Lessee shall not use the Premises for any other purpose without first obtaining the written consent of the Regional District.

3. TERM:

- a. The Term of the Lease shall be as described in Schedule “C”, attached to and forming part of this agreement.

4. NO INTERFERENCE WITH NAVIGATION:

- a. The Lessee shall not do anything that will, in any manner:
 - i. interfere with any electronic signal from a facility or service operated by NAV Canada on any part of the Lands;
 - ii. cause physical or electronic interference or hazard to the navigation of any aircraft;
 - iii. obstruct the line of sight from the air traffic control tower or, where applicable, the flight services station to any part of the Lands and its approaches over which the air traffic control tower or the flight services station has the responsibility for the control or advice related to aircraft and vehicle movements;
 - iv. violate any safety-related standards, procedures or recommended practices affecting the provision of Civil Air Navigation Services; or
 - v. adversely affect any facility or service operated by NAV Canada.

5. RENT

- a. The rent for the first Term and any subsequent terms, if any, shall be as described in Schedule “D”, attached to and forming part of this agreement.

6. THE LESSEE COVENANTS WITH THE REGIONAL DISTRICT

- a. to pay rent;
- b. to pay as they become due, in respect of the Premises all charges for gas, oil, telephone, water and electric power used on the Premises;
- c. that it will not construct nor alter any buildings or structures on the Premises unless, prior to any construction, it has obtained:
 - i. the Regional District’s approval in writing to the site plan, working drawings, plans, specification, and elevations; and
 - ii. a building permit from the Regional District authorizing the construction of the buildings and structures as set out in the plans and specifications attached to it; and
 - iii. all work shall be carried out at the cost of the Lessee.
- d. that:
 - i. the height of any buildings or structures constructed on the Premises shall conform to the requirements of the Ministry of Transport of Canada;
- e. that it will provide basic maintenance to all buildings and improvements; and keep buildings and improvements in a neat and tidy condition;

- f. that it will not assign nor sublet without leave of the Regional District, provided that leave to assign shall not be unreasonably withheld;
- g. that the Regional District's consent to assignment or subletting shall not release or relieve the Lessee from its obligations to perform all the terms, covenants, and conditions that this agreement requires the Lessee to perform, and the Lessee shall pay the Regional District's reasonable costs incurred in connection with the Lessee's request for consent;
- h. that it will:
 - i. comply promptly at its own expense with the legal requirements of all authorities and all notices issued under them that are served upon the Regional District or the Lessee; and
 - ii. indemnify the Regional District from all law suits, damages, losses, costs, or expenses that the Regional District may incur by reason of noncompliance by the Lessee with such legal requirements; and
 - iii. at all times during the Term observe and comply with the provisions of the Aeronautics Act as amended, all rules and regulations made from time to time pursuant to the provisions of the said Act, all rules and regulations by the Minister of Transport of Canada as to the use of the Airport or any portion thereof, and all local Airport Rules.
- i. that it will indemnify and save harmless the Regional District from and against all law suits, claims, damages, losses, costs, expenses (liabilities), which the Regional District may suffer or incur by reason of the use of the Premises by the Lessee or the carrying on upon the Premises of any activity in relation to the Lessee's use of the Premises and in respect of any loss, damage or injury sustained by any person caused or arising from the negligent act or omission or willful misconduct of the Lessee, except to the extent that such liabilities are contributed to by the negligent act or negligent omission or willful misconduct of the Regional District;
- j. that at the expiration or sooner determination of this Lease peaceably surrender and give up possession of the Premises, without notice from the Regional District, any right to notice to quit or vacate being hereby expressly waived by the Lessee despite any law or custom to the contrary;
- k. that it will indemnify the Regional District from and against all claims for liens for wages or materials or for damage to person or property caused during the making of or in connection with any excavation, construction, repairs, alterations, installations, and additions which the Lessee may make or cause to be made on, in or to the Premises and will allow the Regional District to post and will keep posted on the Premises any notice that the Regional District may desire to post under the provision of the Builder's Lien Act.
- l. that no contaminants shall be discharged into the environment, or deposited, discharged, placed or disposed of at, on or in the Premises herein described; however in the event that the Lessee does cause contamination, the Lessee will be liable for all clean-up of the said contamination.

7. THE REGIONAL DISTRICT COVENANTS WITH THE LESSEE:

- a. that the Lessee will have reasonable access to the Premises for the purposes described in this agreement.

8. IT IS HEREBY MUTUALLY AGREED:

- a. that if the Lessee shall default in the performance of any of its obligations under this Lease and such default continues for thirty (30) days following receipt of written notice from the Regional District describing such default and indicating the Regional District's intention to re-enter the Premises if such default is not remedied within thirty (30) days, the Regional District may re-enter the Premises and the Lease is terminated;
- b. that the Regional District, by waiving or neglecting to enforce the right to forfeiture of this Lease or the right of reentry upon breach of any covenants, condition or agreement in it does not waive its rights upon any subsequent breach of same or any other covenant or condition of this agreement;
- c. that if the Regional District is entitled to levy distress against the goods and chattels of the Lessee, the Regional District may use enough force reasonably necessary for the purpose and for gaining admittance to the Premises and the Lessee releases the Regional District from liability for any loss or damage sustained by the Lessee as a result;
- d. that if:
 - i. the Term or any of the goods or chattels on the Premises are at any time seized or taken in execution or attachment by any creditor of the Lessee or under a Security Agreement; or
 - ii. a writ of execution is issued against the goods or chattels of the Lessee; or
 - iii. the Lessee makes any assignment for the benefit of creditors; or
 - iv. the Lessee abandons the Premises or uses them for any other purpose than permitted in this Lease without the written consent of the Regional District, such consent to not be unreasonably withheld;the Term shall, at the option of the Regional District, immediately become forfeited and any rent paid to the Regional District shall be kept by the Regional District as liquidated damages, and the Regional District may re-enter and repossess the Premises despite any other provision of this Lease.
- e. that the Regional District requires removal of any structures following termination of this Lease, and if the Lessee fails to remove any such structure within ninety (90) days of the notice to remove, the structure shall become and be deemed to be the property of the Regional District;
- f. that any notice required to be given under this Lease shall 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 and addressed as follows:

If to the Regional District:

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

If to the Lessee:

National Defence Headquarters
101 Colonel By Drive
Attention: DGAEPM/DAP 7-2-3
Ottawa, ON K1A 0K2

or at such other address each party may from time to time designate, then the notice shall be deemed to have been received fourteen days after the time and date of mailing. If, at the time of mailing of the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow down, lock out or other labour dispute, then the notice may only be given by actual delivery of it;

- g. that the Regional District has made no representations or warranties as to the condition, fitness or nature of the of the Premises and by executing this agreement, the Lessee releases the Regional District from any and all claims which the Lessee now has or may in the future have in that respect;
- h. that if the Regional District incurs any damage, loss or expense or makes any payment for which the Lessee is liable under this agreement, then the Regional District may add the cost or amount of the damage, loss, expense or payment to the rent and may recover it as if it were rent or additional rent in arrears;
- i. that:
 - i. if the Lessee fails to repair or maintain the Premises in accordance with this agreement, the Regional District, its agent, employees, or contractors may, upon three weeks' notice, enter the Premises and make the required repairs or do the required maintenance and recover the cost from the Lessee, and
 - ii. in making the repairs or doing the maintenance, the Regional District may bring and leave upon the Premises all necessary materials, tools, and equipment, and
 - iii. the Regional District will not be liable to the Lessee for any inconvenience, annoyance, loss of business or injury suffered by the Lessee by reason of the Regional District effecting the said repairs or maintenance;
- j. that if the Lessee holds over following the Term and the Regional District accepts rent, this agreement becomes a tenancy-at-will subject to those conditions in this agreement applicable to a tenancy-at-will, and in the event the termination of the tenancy-at-will, any rent prepaid shall be adjusted for the period of actual occupation, it being expressly agreed that the acceptance of rent, or any implied condition or any implication of law shall in no way renew this Lease or create any tenancy other than a tenancy-at-will;
- k. within 90 days of the expiry of any Term of the Lease, without renewal or the termination of the Lease in any other manner, the Lessee shall remove from the Premises, all buildings, structures, aircraft, machinery, motor or other vehicles, supplies, articles, materials, effects and things at any time brought or placed thereon or therein by the Lessee (the "Lessee's fixtures and goods") and shall also, to the satisfaction of the Regional District, repair any damage and injury occasioned to the Land and Premises by reason of such removal and the Lessee shall not be entitled to any compensation for such removal. Any Lessee's fixtures and goods remaining on the Premises after the expiry of the 90 day period following the expiry of the Term, shall, at the option of the Regional District,

become the property of the Regional District and may be removed and disposed of by the Regional District acting in its sole discretion;

- l. any dispute arising between the Regional District and the Lessee as to any matter, question or determination arising or required to be made under this Lease, including the calculation of any amount payable as rent during any renewal Term, may be referred for mediation to an arbitrator agreed upon by the Regional District and the Lessee, and in the event that the parties cannot agree upon a mediator, then the question may be referred to arbitration before a single arbitrator under the Commercial Arbitration Act of British Columbia, or any other statute of similar effect being in force in British Columbia and the decision of such arbitrator shall be final and binding upon the parties. The costs of arbitration shall be allocated between the parties as the arbitrator may direct;
- m. that the headings to the clauses in this agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this agreement or any provision of it;
- n. that this agreement shall be to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators, and permitted assignees, except that:
 - i. that this agreement shall be terminated and the Lessee's rights under this agreement shall lapse in the event that the Regional District discontinues all airport operations in which case the Airport Lands will revert to Her Majesty the Queen in the Right of Canada;
- o. that this agreement shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia;
- p. this Agreement when executed will set forth the entire agreement and understanding of the parties as at the date hereof with respect to the subject matter hereof and supersede all prior agreements and understandings among the parties with respect to the subject matter hereof and there are no oral or written agreements, promises, warranties, terms, conditions, representations or collateral agreements whatsoever, express or implied, other than those contained in this Agreement.

IN WITNESS the parties have signed and sealed this Lease on the dates hereinafter set forth.

**REGIONAL DISTRICT OF ALBERNI-
CLAYOQUOT**

by its authorized signatories

Chair

Chief Administrative Officer

Date: _____

DEPARTMENT OF NATIONAL DEFENCE

by its authorized signatories

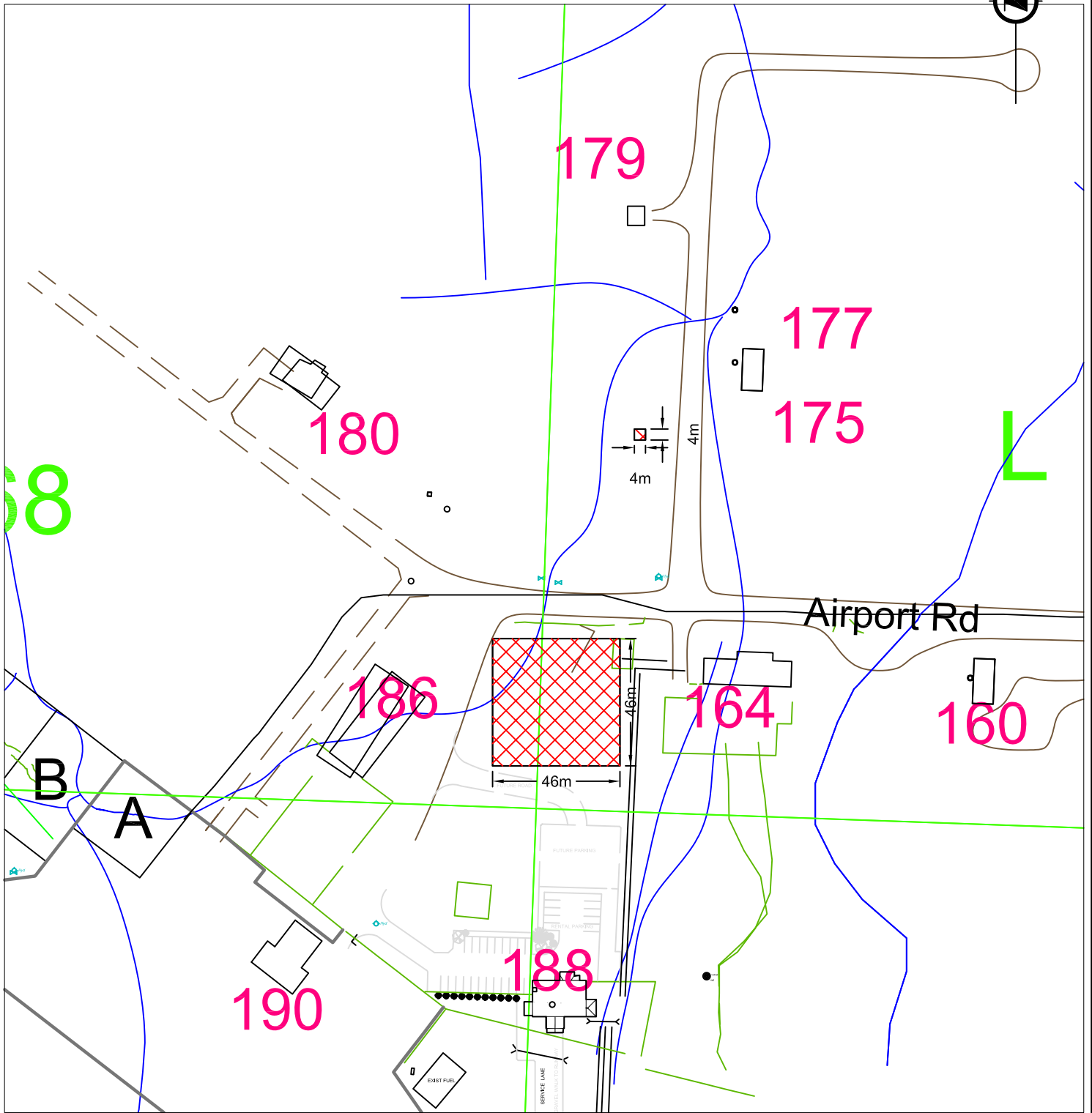
National Defence

Witness

Date: _____

Schedule 'A'

This schedule is attached to and forms part of Long Beach Airport Lease No.



Lease Areas Total Area 2132m²



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000



SCHEDULE "B"

PURPOSES

The Lessee agrees to use the Premises solely for operating and maintaining a High Frequency Radio Receiver which consists of a trailer mounted electronic equipment shelter, a 30 meter self support tower and four 5 meter receiver antennas.

SCHEDULE "C"

TERM

The Term of the Lease commences June 1st, 2015 and expires May 31st, 2030.

SCHEDULE "D"

RENT

The Lessee shall pay to the Regional District rent at the rate of \$4,840.00 per year plus applicable taxes. Rent will be payable on the first day of June in each year of the term. If the Regional District completes a market appraisal on the Long Beach Airport lands, any increase in rent will be notified to the Lessee Ninety (90) days prior to the end of the current term.

SCHEDULE "E"

LEGAL DESCRIPTION OF LONG BEACH AIRPORT

PID 009-392-351, Lot 165, Clayoquot District, containing 152 acres, more or less, except parts in Plans 11182 and 1417 RW. PID 009-392-319, Lot 163, Clayoquot District, except part in Plans 1417RW, 11182 and 32328. PID 009-392-335, Lot 164, Clayoquot District, except parts in Plans 11182and 1417RW. PID 024-749-435, That Part of DL 166, Clayoquot District, except part in Plan 1417 RW, lying to the north and east of Plan 1417 RW. PID 010-322-451, DL 167, Clayoquot District, containing 160 acres more or less. PID 024-749-389, that part of DL 192, Clayoquot District, except part red on Plan 1417 RW, lying to the north and east of Plan 1417 RW. PID 024-158-666, that part of DL 113, Clayoquot District, lying to the north and east of Plan 1417RW. PID 024-159-034, that part of DL 193, Clayoquot District, lying to the east of Plan 1371RW. PID 024-158-569, that part of DL 194, Clayoquot District, lying east of Plan 1371 RW. PID 010-157-913, DL 178, Clayoquot District. PID 024-100-145, DL 168, Clayoquot District. PID 024-100-137, DL 169, Clayoquot District. PID 024-100-153, DL 170, Clayoquot District. PID 024-749-419, that part of DL 196, Clayoquot District, except part in Plan 1371 RW lying to the east of Plan 1371 RW. PID 010-158-162, DL 193, Clayoquot District, except that part lying to the west of Plan 1371 RW. PID 024-749-397, that part of DL 195, Clayoquot District, except part in Plan 1371 RW lying to the east of Plan 1371 RW.



REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Coordinator

Meeting Date: October 14, 2015

Subject: Conditional Grant Agreement for BC Air Access Program (BCAAP)

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors enter in to a Conditional Grant Agreement with the BC Air Access Program to a maximum of \$1,273,140 or 75% or total eligible project costs, whichever is less, towards the Long Beach Airport Runway Lighting Project.

Summary:

In June 2015, staff submitted a grant application to the BC Air Access Program to assist in funding the LBA Runway Lighting project. Our request of \$1,273,140 (or 75%) was granted the ACRD must contribute the remaining 25%. The deadline for project completion is September 30, 2016.

Time Requirements – Staff & Elected Officials:

Staff time to co-ordinate the project and submit documentation as required to BCAAP.

Financial:

The 1.7 million for the project will be expended before we receive the grant funding and the need to borrow in the short term must be done through the Municipal Finance Authority short term borrowing program. The current short term lending rate (at time of writing) is 1.30% and the anticipated borrowing is \$1.27 million as set out in the bylaw. The approximate monthly costs of borrowing these funds would be \$1400, although funds are only drawn down as needed in order to minimize borrowing costs.

Submitted by: _____

Janice Hill Environmental Services Coordinator

Approved by: _____

Russell Dyson, Chief Administrative Officer

CONDITIONAL GRANT AGREEMENT

THIS AGREEMENT made the 28th day of **September, 2015**

BETWEEN:

Ministry of Transportation & Infrastructure

("the Ministry")

OF THE FIRST PART

AND:

Regional District of Alberni-Clayoquot

(the "Recipient")

OF THE SECOND PART

WHEREAS:

The Ministry wishes to provide funding through the British Columbia Air Access Program (BCAAP) to the Recipient on the terms and conditions below, to a maximum of **\$1,273,140** or 75% of the total eligible project costs, whichever is less, towards the **Long Beach Airport Runway Lighting Project**.

NOW THEREFORE, in consideration of these promises, and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by each of the parties), the parties agree as follows:

DEFINITIONS

1.01 In this Agreement:

- (a) "Authorized Representative" means the person or persons with legal authority and agency to legally bind the recipient, and who signs this document accordingly;
- (b) "Event of Default" means any of the events described in paragraph 13.01;
- (c) "Material" means all findings, data, specifications, drawings, spread sheets, evaluations, working papers, reports, surveys documents (both printed and electronic including but not limited to hard disk or diskettes), material, databases, procedures manuals whether complete or otherwise that have been produced, received or acquired by, or provided by or on behalf of the Ministry to the Recipient as a result of this Agreement;
- (d) "Project" means the project described in Schedule "A" attached to this Agreement;
- (e) "Term" means the period in paragraph 3.01;
- (f) "Eligible Costs" means all capital construction expenses incurred as defined by the program's guidelines, which are directly related to the construction of the project, including labour, materials, applicable taxes, equipment and regulatory, directional and warning signs, and erection of project signage as per section 6.01(j). Ineligible project costs are as listed in Schedule "C". Costs must be incurred during the period of **June 1, 2015 to September 30, 2016**;

- (g) "Project Costs" means all amounts paid or incurred in respect of the Project; and
- (h) "Project Completion" means when all construction as necessary to facilitate the safe, uninterrupted, and unobstructed public use of airport infrastructure described in Schedule "A" has been satisfactorily completed by **September 30, 2016**.

PAYMENT

- 2.01 Subject to the provisions of this Agreement, the Ministry will provide the Recipient with payment, in the amount and manner, and at the times set out in Schedule "B" attached to this Agreement.

TERM OF AGREEMENT

- 3.01 The term of this Agreement will commence on the date of execution and delivery of the Agreement and will end on **September 30, 2017** unless sooner terminated by the Ministry.

REPRESENTATIONS AND WARRANTIES

- 4.01 The Recipient represents and warrants to the Ministry, with the intent and understanding that the Ministry will rely thereon in entering into this Agreement, that:
 - (a) all information statements, documents and reports furnished or submitted by the Recipient to the Ministry in connection with this Agreement are true and correct to the best of the Recipient's knowledge;
 - (b) the Recipient has no knowledge of any fact that materially adversely affects, or so far as it can foresee might materially adversely affect, the Recipient's properties, assets, financial condition, business or operations, or its ability to fulfill its obligations under this Agreement;
 - (c) the Recipient is not in breach of, or in default under, any law, statute or regulation applicable to or binding on it that may affect the Program;
 - (d) the Recipient has the power and capacity to accept, execute and deliver this Agreement; and,
 - (e) this Agreement is binding upon and enforceable against the Recipient in accordance with its terms.
- 4.02 All statements contained in any certificate, application or other document delivered by or on behalf of the Recipient to the Ministry under this Agreement, or in connection with any of the transactions contemplated hereby, will be deemed to be representations and warranties by the Recipient under this Agreement.
- 4.03 All representations, warranties, covenants and agreements made herein, and all certificates, applications or other documents delivered by or on behalf of the Recipient, are material and will conclusively be deemed to have been relied upon by the Ministry and will continue in full force and effect during the continuation of this Agreement.

RELATIONSHIP

- 5.01 No partnership, joint venture, agency or other legal entity will be created by, or will be deemed to be created by, this Agreement or any actions of the parties pursuant to this Agreement.
- 5.02 The Recipient is an independent contractor and is not the servant, employee or agent of the Ministry.
- 5.03 The Recipient will not in any manner whatsoever commit or purport to commit the Ministry for the payment of money to anyone.

RECIPIENT'S OBLIGATIONS

- 6.01 The Recipient will:
- (a) carry out the Project in accordance with the terms of this Agreement;
 - (b) at the request of the Ministry, fully inform the Ministry of the work done and to be done by the Recipient in connection with the Project;
 - (c) at the request of the Ministry, permit the Ministry at all reasonable times to examine and copy the Material;
 - (d) expend funds received as under this Agreement in accordance with the terms of this Agreement and only for the purpose of carrying out the Project;
 - (e) obtain the prior written consent of the Ministry for any changes to the scope of the Project;
 - (f) observe, abide by and comply with all laws, by-laws, orders, directions, rules and regulations of any competent government Ministry or branch or agency thereof directly or indirectly applicable to the Recipient or this Agreement;
 - (g) if requested by the Ministry, provide evidence satisfactory to the Ministry that the representations and warranties set forth in paragraph 4.01 are true and correct;
 - (h) file all tax, corporate information, if applicable, and other returns required to be filed by the laws of British Columbia or Canada, and will comply with all workers' compensation legislation and other similar legislation to which the Recipient may be subject, and will pay all taxes, fees and assessments calculated to be due by the Recipient under those laws;
 - (i) co-operate with the Ministry in making such public announcements regarding the Project and the details of this Agreement as the Ministry see fit;
 - (j) if requested, to erect and maintain, for the duration of the project, signs as specified by the Ministry at a prominent location on the project site, (signs on the property of the recipient to be maintained by the recipient) with costs of the sign paid for by the Ministry and costs of erection paid for by the recipient, with 50% of said erection costs being invoiced to the Province upon project completion;
 - (k) repay all monies forthwith upon demand by the Ministry if the terms and conditions of this Agreement are not met; and,
 - (l) maintain any facilities developed, constructed or otherwise created by this Project in good condition.

RECORDS

7.01 The Recipient will:

- (a) establish and maintain accurate books of account and records in relation to the Project in a manner acceptable to the Ministry (including supporting documentation of all expenditures related to the Project);
- (b) permit the Ministry at any time or times during normal business hours, to copy or audit, or both, any or all of the books of account and records (including supporting documents) referred to in subparagraph (a) of this paragraph; and
- (c) provide to the Ministry a statement of all work done and expenditures made on the Project during the period.

STATEMENTS AND ACCOUNTING

8.01 Within 90 days of project completion, the Recipient will submit to the Ministry:

- (a) a written certification, executed by an Authorized Representative, of all work undertaken on the Project, clearly indicating any variation between the work in Schedule "A" and the work done; and
- (b) a detailed claim form, in form and content satisfactory to the Ministry, an accounting for all of the funds provided to the Recipient pursuant to paragraph 2.01, such statement to be certified true and correct by the Authorized Representative.

APPROPRIATION

9.01 Notwithstanding any other provision of this Agreement, the payment of money by the Ministry to the Recipient pursuant to this Agreement is subject to:

- (a) there being sufficient monies available in an appropriation, as defined in the B.C. Financial Administration Act (the "FAA"), to enable the Ministry in any fiscal year when any payment of money by the Ministry falls due pursuant to this Agreement, to make that payment; and
- (b) Treasury Board, as defined in the FAA, not having controlled or limited, pursuant to the FAA, expenditure under any appropriation referred to in subparagraph (a) of this paragraph.

REPORTS

10.01 The Recipient will deliver to the Ministry such written reports, in form and content satisfactory and prepared by a person acceptable to the Ministry, as the Ministry may from time to time request concerning either the progress under this Agreement or the financial condition of the Recipient.

10.02 Within one year after project completion, the Recipient will deliver to the Ministry a written report which outlines the expectations the Recipient had for the project in the initial request (in terms of passenger or cargo levels, safety, other objectives) and compares those expectations to what has actually materialized in the one year period since the project was completed.

CONFLICT OF INTEREST

- 11.01 The Recipient will not, during the Term, perform a service for or provide advice to any person, or entity where the performance of such service or the provision of the advice may or does in the reasonable opinion of the Ministry, give rise to a conflict of interest between the obligations of the Recipient to the Ministry under this Agreement and the obligations of the Recipient to such other person, or entity.

CONFIDENTIALITY

- 12.01 Subject to the laws of the Province and Canada, the Recipient will treat as confidential all information or Material supplied to or obtained by the Recipient as a result of this Agreement and will not permit the publication, release or disclosure of the same without the prior written consent of the Ministry or except if such disclosure is necessary to enable the Recipient to fulfill its obligations under this Agreement.

DEFAULT

- 13.01 Any of the following events will constitute an Event of Default, namely:
- (a) the Recipient fails to comply with any provision of this Agreement;
 - (b) any representation or warranty made by the Recipient in accepting this Agreement is untrue or incorrect;
 - (c) any information, statement, certificate, report or other document furnished or submitted by or on behalf of the Recipient pursuant to or as a result of this Agreement is untrue or incorrect;
 - (d) the Recipient ceases to operate;
 - (e) a change occurs with respect to any one or more, including all, of the properties, assets, financial condition, business or operations of the Recipient which, in the opinion of the Ministry, materially adversely affects the ability of the Recipient to fulfill its obligations under this Agreement;
 - (f) an order is made or a resolution is passed or a petition filed for the liquidation or winding up of the Recipient;
 - (g) the Recipient becomes insolvent or commits an act of bankruptcy or makes an assignment for the benefit of its creditors or otherwise acknowledges its insolvency;
 - (h) a bankruptcy petition is filed or presented against, or a proposal under the Bankruptcy Act (Canada) is made by, the Recipient;
 - (i) a receiver or receiver-manager of any property of the Recipient is appointed; or,
 - (j) the Recipient permits any sum which is not disputed to be due by it to remain unpaid after legal proceedings have been commenced to enforce payment thereof.

- 13.02 Upon the occurrence of any Event of Default and at any time thereafter the Ministry may, notwithstanding any other provision of this Agreement, at its complete discretion and exercisable by written notice to the Recipient:
- (a) declare all monies paid under this Agreement to be due and payable by the Recipient to the Ministry and such monies will immediately become due and payable without presentment, demand, protest or any other notice of any kind to the Recipient, all of which are hereby expressly waived; and,
 - (b) terminate this Agreement.
- 13.03 Any rights, powers and remedies conferred on the Ministry under this Agreement or under any statute or law are not intended to be exclusive and each shall be cumulative and in addition to and not in substitution for every other right, power and remedy existing or available to the Ministry under this Agreement, any other agreement, at law or in equity.
- 13.04 The exercise by the Ministry of any right, power, or remedy will not preclude the simultaneous or later exercise by the Ministry of any other right, power or remedy.

MINISTRY

- 14.01 The Recipient will refer all matters pertaining to the Agreement to the Ministry.

INDEMNITY

- 15.01 The Recipient will at all times indemnify and save harmless Her Majesty the Queen in Right of the Province of British Columbia ("the Province"), as represented by the Minister of Transportation and Infrastructure ("the Minister"), and the employees, servants, and agents of the Minister and the Province, from and against all claims, actions, causes of action, demands, losses, damages, costs, liabilities, expenses, fines, fees, penalties, assessments and levies, made against or incurred, suffered or sustained by any of them, at any time or times (whether such interest, fines or costs are court ordered or otherwise and whether before or after the expiration or termination of this Agreement) where the same or any of them are sustained in any way as a result of this Agreement, which indemnity will survive the expiration or sooner termination of this Agreement.

ASSIGNMENT AND SUBCONTRACTING

- 16.01 The Recipient will not, without the prior written consent of the Ministry, assign, whether directly or indirectly, this Agreement or any right or rights of the Recipient under this Agreement.

OTHER FUNDING

- 17.01 If the Recipient receives, or has received, for or in respect of the Project, funding from any person, firm, corporation or other government or governmental body, then the Recipient will forthwith provide the Ministry with full and complete particulars thereof.
- 17.02 The Ministry reserves the right to recalculate the maximum BCAAP contribution to the Project as a result of funding identified in 17.01, consistent with the application of BCAAP guidelines.

NOTICES

- 18.01 Any notice, consent, waiver, statement, other document or payment and any or all of the Material that either party may desire or be required to give or deliver to the other will be conclusively deemed validly given or delivered to and received by the addressee, if delivered personally on the date of delivery, if delivered electronically through a means agreed to by the Parties on the date of delivery, or, if mailed, on the fifth business day after the mailing of the same in Canada by prepaid post addressed, if to the Ministry:

Ministry of Transportation and Infrastructure
Attn: BC Air Access Program
PO Box 9850 Stn Prov Govt
5D - 940 Blanshard Street
Victoria, BC V8W 9T5

and if to the Recipient:

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

- 18.02 Either Party must give written notice to the other party of any change of address of the party giving such notice, and after the giving of such notice the address therein specified will, for purposes of paragraph 18.01, be conclusively deemed to be the address of the party giving such notice.
- 18.03 Any notice, report, direction or other document transmitted by facsimile transmission from either party will be conclusively deemed validly given to and received by the intended recipient when so transmitted to the facsimile numbers the parties so advise.

NON-WAIVER

- 19.01 No term or condition of this Agreement and no breach by the Recipient of any such term or condition will be deemed to have been waived unless such waiver is in writing signed by the Ministry.
- 19.02 The written waiver by the Ministry of any breach by the Recipient of any term or condition of the Agreement will not be deemed a waiver of such term or condition or of any subsequent breach by the Recipient of the same or any other term or condition of this Agreement.

ENTIRE AGREEMENT

- 20.01 This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement.

FURTHER ACTS AND ASSURANCES

- 21.01 Each of the parties will, upon the reasonable request of the other, make, do, execute or cause to be made, done or executed all further and other lawful acts, deeds, things, devices, documents, instruments and assurances whatever for the better or more perfect and absolute performance of the terms and conditions of this Agreement.

TIME OF ESSENCE

- 22.01 Time will be of the essence of this Agreement.

SURVIVAL OF PROVISIONS

- 23.01 All of the provisions of this Agreement in favour of the Ministry and all of the rights and remedies of the Ministry, whether at law or in equity, will survive any expiration or sooner termination of this Agreement.

INTERPRETATION

- 24.01 This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia.
- 24.02 The headings appearing in this Agreement have been inserted for reference and as a matter of convenience and in no way define, limit or enlarge the scope of any provision of this Agreement.
- 24.03 Any reference to a statute in this Agreement, whether or not that statute has been defined, includes all regulations at any time made under or pursuant to that statute and any amendments to that statute.
- 24.04 In this Agreement wherever the singular or neuter is used it will be construed as if the plural or masculine or feminine, as the case may be, had been used where the context so requires.
- 24.05 The Schedules to this Agreement are an integral part of this Agreement as if set out at length in the body of this Agreement.
- 24.06 No amendment or modification to this Agreement will be effective unless it is in writing and duly executed by the parties.
- 24.07 If any provision of this Agreement or the application to any person or circumstances is invalid or unenforceable to any extent, the remainder of this Agreement and the application of such provision to any other person or circumstance will not be affected or impaired thereby and will be enforceable to the extent permitted by law.
- 24.08 All dollar amounts expressed in this Agreement refer to lawful currency of Canada.
- 24.09 Unless the context otherwise indicates, any reference to this Agreement means this instrument and all of the Schedules attached to it, and any reference to any paragraph or subparagraph by number is a reference to the appropriate paragraph or subparagraph in this Agreement.
- 24.10 Nothing in this Agreement operates as a consent, permit, approval or authorization by the Government of the Province of British Columbia or by any Ministry, Branch or agency thereof, to or for anything related to the Project that by statute the Recipient is required to obtain unless it is expressly stated in this Agreement to be such a consent, permit, approval or authorization.

SUCCESSORS AND ASSIGNS

25.01 This Agreement will continue for the benefit of and be binding upon both the Recipient and its successors and permitted assigns, and the Ministry and its assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first above written.

Signed on behalf of Her Majesty the Queen
in the right of the Province of British Columbia,
as represented by the Minister
of Transportation and Infrastructure on

_____, 2015

Deborah Bowman
ADM, Transportation Policy and Programs

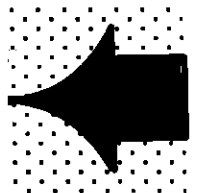
Signed on behalf of the Regional District of Alberni-Clayoquot on

_____, 2015

Signature of Authorized Representative of
the Regional District of Alberni-Clayoquot

Printed Name

Title



SCHEDULE "A"

DESCRIPTION OF PROJECT

1. The project will consist of airport runway lighting as outlined in the Recipient's BCAAP 2015/16 application form submitted to the Ministry on June 17, 2015

Project scope includes installation of:

- medium intensity lights on the Primary Runway 11-29;
- PAPI on threshold of Runway 11-29;
- edge lighting on taxiway H and apron 3;
- 2 illuminated windsocks;
- lighted airfield signage;
- field electrical building; and
- aerodrome beacon.

2. The Recipient will carry out the following in accordance with the instructions given by the Ministry:

- (a) Project completion as of **September 30, 2016**.
- (b) Provide a final report within one year of project completion including aspects of the project such as passenger or cargo levels, photos, safety, other objectives, and if any safety issues or further development or extension on the project.
- (c) Provide quarterly progress reports on the project including estimate project completion (percentage), photos, and any concerns or issues that have occurred.

SCHEDULE "B"

PAYMENT

1. The Ministry will provide to the Recipient for the Project in the amount, and in accordance with the schedule, set out below:

The total approved amount or 75% of the total eligible costs, whichever is less, will be issued to the Recipient upon receipt by the Ministry of:

- a written certification, executed by an Authorized Representative, of all work undertaken on the Project;
- a claim form; and
- a summary of expenditures supported by invoices.

All documentation associated with the Project that are deemed eligible for cost-sharing must be submitted, within 90 days after project completion as per section 8.01 for payment of the Contribution by the Ministry, electronically through a means agreed to by the Parties or by electronic mail addressed to:

BCAAP@gov.bc.ca

2. Notwithstanding paragraph 1 of this Schedule, in no event will the payable to the Recipient in accordance with this Schedule exceed, in the aggregate, the lesser of:
 - (a) **\$1,273,140** or
 - (b) 75% of the actual Eligible Costs of completing the Project, as defined in Schedule "A", or
 - (c) Any recalculated BCAAP funding amount, as per section 17.02.
3. Notwithstanding paragraph 1 and subject to paragraph 2 of this Schedule, interim payments of the maximum contribution amount may be made if requested by the Recipient and agreed to by the Ministry.

SCHEDULE "C"

INELIGIBLE PROJECT COSTS

- Equipment purchase or lease (e.g. snow removal equipment).
- Property acquisition.
- Applicant's (municipal or other operating authority) administration, such as overhead, staff and supervision expenses.
- Volunteer contributions – labour, materials, etc.
- Studies, such as engineering reports or business case development.
- Incremental costs associated with operation or maintenance.
- Landscaping.
- Design costs.



REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Coordinator

Meeting Date: October 14, 2015

Subject: Vacant land lease with Western Forest Products (WFP)

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a vacant land lease with Western Forest Products for a portion of land adjacent to the 3rd Avenue Recycle Depot for a three year term of commencing November 1, 2015 for the annual lease of \$2400.00 per year plus GST.

Desired Outcome:

To expand the footprint of the 3rd Ave. Recycle Depot to improve the site safety and improve layout.

Summary:

There is a portion of land (5118 sq. ft) owned by WFP which is adjacent to the 3rd Avenue Recycle Depot. The depot is a high traffic area and would benefit by expansion. WFP does not utilize the property and has offered to lease it to the ACRD. The ACRD has also received funding from the Canada 150 Fund which will provide funds to extend the fencing and gravel in the leased area. This area will provide space to store bins and add further parking.

Background:

In 2013 the ACRD purchased the property 3rd Avenue property and with the intention of ensuring the facility was available for the recycling depot services. The WFP site was identified as a solution to improve traffic flow, bin storage and safety. ACRD staff approached WFP to seek availability of unused site to expand depot footprint.

Time Requirements – Staff & Elected Officials:

Minimal staff time required.

Financial:

The ACRD would pay Western Forest Products \$2400.00 per year plus GST for a 3 year term.

Submitted by: 

Janice Hill, Environmental Services Coordinator

Approved by: 

Russell Dyson, Chief Administrative Officer



LEASE - (Vacant Land - made under the Land Transfer Form Act, Part 2)

LANDLORD: Western Forest Products Inc.
Suite 510 - 700 West Georgia Street
TD Tower, P.O. Box #10032, Pacific Centre
Vancouver, B.C.
V7Y 1A1

TENANT: Alberni-Clayoquot Regional District (ACRD)
3008 5TH Avenue
Port Alberni, B.C.
V9Y 2E3

1.0 GRANT:

1.1 The Landlord leases to the Tenant the following property:
That part of Lot 3, DL1, Alberni District, Plan VIP67137, except part in Plan VIP68454 (PID: 024-147-885) containing 0.1175 acres (5118 sq.ft)
shown outlined in red on the plan attached hereto forming part of this agreement (hereinafter called the "Lands")

("the premises")

2.0 TERM:

2.1 The term of this lease is: Three (3) years
Beginning Date: (month/day/year) End Date: (month/day/year)

3.0 RENT:

3.1 The rent is \$2,400.00 (plus GST) per year payable 1 month prior to commencement date

4.0 PERMITTED USES:

4.1 The Tenant may use the premises only for the purpose of Parking for recycling trucks

5.0 TENANTS' COVENANTS:

The Tenant covenants:

- 5.1 To pay rent.
5.2 To use the premises only for the purposes set forth in paragraph 4.1.
5.3 To pay all water, electrical and telephone rates and rates imposed in respect of the premises and the Tenant's improvements.
5.4 To pay taxes. If the premises are not taxed separately, the Tenant agrees to reimburse the Landlord pro rata for taxes applicable to the premises.
5.5 To observe and comply with all laws, statutes, regulations, by-laws, rules and orders relating to the premises and the use or occupation thereof.
5.6 To indemnify and save harmless the Landlord from and against all claims and losses including costs and loss due to fires, arising out of or in connection with any activities on the premises of the Tenant, its servants, agents, contractors or invitees.
5.7 (a) To place and maintain insurance satisfactory in form and content to the Landlord with a reputable insurance company including C.G.L. of at least \$ 2 million.
(b) If the Tenant fails to place or maintain insurance as required, the Landlord has the right to place and maintain insurance in the name of the Tenant and the cost shall be paid by the Tenant to the Landlord on demand as additional rent.
5.8 To keep up fences.
5.9 To leave the premises in good repair, and in a neat and tidy condition.
5.10 Not to assign, sublet, or part with possession of the premises or any part without first obtaining leave from the Landlord.
5.11 Not to register this lease in the Land Title Office.
5.12 Not to cut down timber.
5.13 Not to allow any liens to be filed against the premises. If any improvement as defined in the Builders Lien Act is made to the premises, the Tenant shall post and maintain notices in accordance with that Act.
5.14 To deposit N/A as security for performance of all obligations herein, in a form acceptable to the Landlord. If the Tenant defaults in the performance of any obligation, the Landlord may, without prejudice to any right or remedy hereunder, apply the security to the extent necessary.
5.15 To:
(b) lawfully dispose of all waste and debris created by the Tenant on the premises in a manner satisfactory to the Landlord,

- (b) keep the premises free of flammable and/or explosive material,
- (c) have on the premises at all times fire fighting tools and equipment as advised are necessary by the Landlord,
- (d) immediately notify the Landlord and the nearest Ministry of Forests office upon discovery of any fire in the vicinity of the premises near Dry Creek, and
- (e) strictly observe the Landlord's and Ministry of Forests closure instructions with regard to forest fire hazards.

5.16 That:

- (a) The Landlord has made no representations or given any warranties save as set forth herein.
- (b) The Tenant assumes all risk of damage to property of, or injury to the Tenant and the Tenant's contractors, invitees, licensees, employees, agents and servants ("said Tenant") in connection with this lease.
- (c) The Tenant shall pay for all damage resulting directly or indirectly from any act or omission of the said Tenant, whether negligent or otherwise, and shall reimburse the Landlord for all expenses incurred for fighting fire resulting directly or indirectly from said Tenant's acts or omissions hereunder, whether negligent or otherwise.
- (d) The Tenant shall indemnify and save harmless the Landlord against all claims or liabilities asserted by third persons resulting directly or indirectly from said Tenant's acts or omissions whether or not negligent.

5.17 Environmental Responsibility:

- (a) The Tenant shall comply with all applicable environmental laws and implement practicable measures to protect environmental quality and human health.
- (b) The Tenant shall use the premises in a manner to prevent the occurrence of any adverse events and minimize potential hazards that may affect the Landlord and the Landlord's contractors, invitees, licensees, employees, agents and servants, the public and the environment; and in connection with any occurrence the Tenant shall implement effective control measures and notify all concerned parties.
- (c) The premises used by the Tenant shall be subject to environmental audits at the Tenant's cost, as the Landlord, in its sole discretion thinks advisable.
- (d) The recycling trucks on the "Lands" will be empty.

6.0 **LANDLORD'S COVENANTS:**

The Landlord covenants:

6.1 For quiet enjoyment.

7.0 **RE-ENTRY:**

7.1 Proviso for re-entry by the Landlord on nonpayment of rent, or nonperformance of covenants.

8.0 **TENANT'S BANKRUPTCY:**

8.1 If the Tenant becomes bankrupt the Landlord is entitled to the next three (3) months rent, and may at its option terminate this lease.

9.0 **TERMINATION:**

9.1 Either party may terminate this lease by giving the other Six (6) months written notice, and, if the Landlord terminates this lease for any reason the unearned portion of any prepaid consideration shall be returned to the Tenant, without interest.

9.2 On the termination of this lease the Tenant shall at his expense, if the Landlord so requires, remove all fixtures and improvements installed on the premises. If the premises or other lands of the Landlord are damaged as a result of any move, the Tenant shall rectify the damage. If the Tenant fails to rectify the damage, or remove his fixtures and improvements, the Landlord may do so at the Tenant's expense. Fixtures and improvements not removed within thirty (30) days after the end date are the Landlord's property.

10.0 **NOTICES:**

10.1 All notices shall be in writing and are deemed duly given if delivered by hand or mailed by registered mail postage prepaid addressed to the party concerned at the addresses set out in this lease (and in the case of the Landlord, to the attention of the Properties Division or to another address a party may designate in writing. Any notice is deemed given and received, if delivered by hand, on the day delivered and, if mailed when it should have been received in the ordinary course of post.

11.0 **ENUREMENT:**

11.1 This lease enures to the benefit of and is binding on the respective successors and permitted assignees of the parties.

12.0 **INTERPRETATION:**

12.1 The singular includes the plural and vice versa; the masculine includes the feminine and vice versa. The headings are inserted for convenience of reference only and do not affect the construction or interpretation of this lease.

13.0 **OTHER TERMS:**

13.1 Any sand and gravel, earth and/or landscaping placed on the "Lands" will remain on the property and become part of the "Land" and owned by WFP.

13.2 Fencing may be removed at the end of the lease or alternatively the Landlord and Tenant may agree to leave the fence on the "Lands" and the fence will then be owned by the Landlord.

IN WITNESS WHEREOF the parties have signed this lease as of the effective date.

Western Forest Products Inc.,

Alberni-Clayoquot Regional District (ACRD)

Per

Per

Signature

Signature

Type/Print Name

Type/Print Name

Murray Carpenter

Position

Position

Property Manager

Dated

Dated

September 15, 2015





MEMORANDUM

TO: Board of Directors
FROM: Andrew McGifford, Acting Manager of Finance
DATE: October 7, 2015
RE: Finance Warrant No.557

Recommendation:

That the Board of Directors approves Finance Warrant Number 557 in the amount of \$1,331,250.87 dated September 30, 2015.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

That the Regional District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

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. COMMUNICATIONS ISSUES - none

Submitted by: Andrew McGifford, Acting Manager of Finance

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 1**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0012	ABELL PEST CONTROL INC					
38215	08-Sep-2015	Issued	173	C		409.22
09792441	01-4-2500-000	PAYABLES - TRADE		89.25		
Invoice Description --> AVLF - RECYCLING DEPOT - PEST CONTROL						
97032613	01-4-2500-000	PAYABLES - TRADE		89.25		
Invoice Description --> AVLF - RECYCLING DEPOT - PEST CONTROL						
08869940	01-4-2500-000	PAYABLES - TRADE		230.72		
Invoice Description --> AVLF - RECYCLING DEPOT - PEST CONTROL						
Total :				409.22	0.00	409.22
Supplier Total :				409.22	0.00	409.22

0016	ACE COURIER SERVICES					
38216	08-Sep-2015	Issued	173	C		47.61
14154573	01-4-2500-000	PAYABLES - TRADE		47.61		
Invoice Description --> AVLF - SHIPPING						
Total :				47.61	0.00	47.61
38272	17-Sep-2015	Issued	178	C		144.35
14154934	01-4-2500-000	PAYABLES - TRADE		144.35		
Invoice Description --> BCWS - SHIPPING \$62.60, WCLF \$74.88						
Total :				144.35	0.00	144.35
Supplier Total :				191.96	0.00	191.96

0019	0946982 BC LTD (DBA - ACE FLAGGING)					
00107-0001	02-Sep-2015	Issued	161	T		963.91
102-2289	01-4-2500-000	PAYABLES - TRADE		963.91		
Invoice Description --> BCWS - WATER SYTEM REPAIR						
Total :				963.91	0.00	963.91
00109-0001	23-Sep-2015	Issued	177	T		757.58
102-2306	01-4-2500-000	PAYABLES - TRADE		757.58		
Invoice Description --> BCWS - WATER BREAK - GRANDVIEW						
Total :				757.58	0.00	757.58
Supplier Total :				1721.49	0.00	1721.49

0021	ALBERNI DISTRICT CO-OP ASSOCIATION					
38273	17-Sep-2015	Issued	178	C		1892.78
SLVFD - AUG/15	01-4-2500-000	PAYABLES - TRADE		211.40		
Invoice Description --> SLVFD - AUGUST 2015 FUEL COSTS						
BCVFD - AUG/15	01-4-2500-000	PAYABLES - TRADE		277.14		
Invoice Description --> BCVFD - AUGUST 2015 FUEL COSTS						
BCWS - AUG/15	01-4-2500-000	PAYABLES - TRADE		461.36		
Invoice Description --> BCWS - AUGUST 2015 FUEL COSTS						
ACRD - AUG/15	01-4-2500-000	PAYABLES - TRADE		942.88		

136

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 2**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> ACRD - AUGUST 2015 FUEL COSTS						
Total :				1892.78	0.00	1892.78
Supplier Total :				1892.78	0.00	1892.78

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0030	ACKLANDS-GRAINGER INC.					
38217	08-Sep-2015	Issued	173	C	237.69	
4354 0536663	01-4-2500-000	PAYABLES - TRADE		55.67		
Invoice Description --> BCWS - WATER SYSTEM SUPPLY - AIR VALVE REPAIR						
4354 0536485	01-4-2500-000	PAYABLES - TRADE		182.02		
Invoice Description --> LBA - TERMINAL SUPPLIES						
Total :				237.69	0.00	237.69
38274	17-Sep-2015	Issued	178	C	250.29	
4354 0536784	01-4-2500-000	PAYABLES - TRADE		111.99		
Invoice Description --> BCWS - BUILDING SUPPLIES						
4354 0536773	01-4-2500-000	PAYABLES - TRADE		138.30		
Invoice Description --> BCWS - SAFETY SUPPLIES						
Total :				250.29	0.00	250.29
38326	28-Sep-2015	Issued	189	C	1001.38	
4354 0536779	01-4-2500-000	PAYABLES - TRADE		147.14		
Invoice Description --> SLVFD - SMALL EQUIPMENT						
4354 0537240	01-4-2500-000	PAYABLES - TRADE		186.69		
Invoice Description --> SLVFD - EQUIPMENT						
4354 0536868	01-4-2500-000	PAYABLES - TRADE		283.56		
Invoice Description --> SLVFD - EQUIPMENT						
4354 0537116	01-4-2500-000	PAYABLES - TRADE		383.99		
Invoice Description --> LBA - TERMINAL SUPPLIES						
Total :				1001.38	0.00	1001.38
Supplier Total :				1489.36	0.00	1489.36

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0031	AGAT LABORATORIES					
38218	08-Sep-2015	Issued	173	C	1719.51	
15190557E	01-4-2500-000	PAYABLES - TRADE		695.10		
Invoice Description --> WCLF - WATER MONITORING						
15192244E	01-4-2500-000	PAYABLES - TRADE		1024.41		
Invoice Description --> WCLF - WATER MONITORING						
Total :				1719.51	0.00	1719.51
Supplier Total :				1719.51	0.00	1719.51

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
Invoice No.	Account No.	Account Description			
0032	ALBERNI LANDSCAPING				
00109-0002	23-Sep-2015	Issued	177	T	498.75
5948	01-4-2500-000	PAYABLES - TRADE		498.75	
Invoice Description --> AVRA - LANDSCAPING MANUAL \$320, SPRAYING \$155					

ALBERNI-CLAYQUOET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 3**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name		Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description			Debit	Credit
Total :						
					498.75	0.00
001111-0001	30-Sep-2015		Issued	188	T	997.50
5950	01-4-2500-000	PAYABLES - TRADE			997.50	
Invoice Description --> LBA - VEGETATION MANAGEMENT - CAPITAL						
Total :						
					997.50	0.00
Supplier Total :						
					1496.25	0.00
0056 AIRGAS CANADA INC.						
38275	17-Sep-2015		Issued	178	C	27.78
246658	01-4-2500-000	PAYABLES - TRADE			27.78	
Invoice Description --> SLVFD - OXYGEN						
Total :						
					27.78	0.00
Supplier Total :						
					27.78	0.00
0059 ADELHARDT CONCRETE PLUS						
38219	08-Sep-2015		Issued	173	C	157.50
20813	01-4-2500-000	PAYABLES - TRADE			157.50	
Invoice Description --> BC PARKS - EVERGREEN PARK - GATES & RIDING RINGS						
Total :						
					157.50	0.00
Supplier Total :						
					157.50	0.00
0060 ALBERNI COMMUNICATIONS & ELECTRONICS						
38220	08-Sep-2015		Issued	173	C	22.35
19998	01-4-2500-000	PAYABLES - TRADE			22.35	
Invoice Description --> BCVFD - PAGER MAINTENANCE						
Total :						
					22.35	0.00
Supplier Total :						
					22.35	0.00
0188 ALBERNI INDUSTRIAL MARINE SUPPLY LTD.						
38276	17-Sep-2015		Issued	178	C	246.05
49668A	01-4-2500-000	PAYABLES - TRADE			34.56	
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
49677A	01-4-2500-000	PAYABLES - TRADE			211.49	
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
Total :						
					246.05	0.00
Supplier Total :						
					246.05	0.00
0270 ANDREW SHERET LTD.						
00108-0001	11-Sep-2015		Issued	172	T	30880.62
DISCOUNTAUG2015	01-4-2500-000	PAYABLES - TRADE			-601.51	

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 4**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
Invoice Description -->	BCWS - DISCOUNT TAKEN FOR EARLY PAYMENT						
03-039666	01-4-2500-000	PAYABLES - TRADE			17.51		
Invoice Description -->	BCWS - WATER SYSTEM SUPPLIES						
03-039664	01-4-2500-000	PAYABLES - TRADE			80.92		
Invoice Description -->	BCWS - WATER SYSTEM SUPPLIES						
03-038998	01-4-2500-000	PAYABLES - TRADE			379.41		
Invoice Description -->	BCWS - WATER SYSTEM SUPPLIES						
03-039663	01-4-2500-000	PAYABLES - TRADE			467.58		
Invoice Description -->	BCWS - WATER SYSTEM SUPPLIES						
03-039667	01-4-2500-000	PAYABLES - TRADE			761.54		
Invoice Description -->	BCWS - WATER SYSTEM SUPPLIES						
03-038451	01-4-2500-000	PAYABLES - TRADE			1159.91		
Invoice Description -->	BCWS - WATER SYSTEM SUPPLIES						
03-039495	01-4-2500-000	PAYABLES - TRADE			1258.92		
Invoice Description -->	BCWS - WATER SYSTEM SUPPLIES						
03-038473	01-4-2500-000	PAYABLES - TRADE			2056.67		
Invoice Description -->	BCWS - METER EXCHANGE PROGRAM						
03-037481	01-4-2500-000	PAYABLES - TRADE			7308.90		
Invoice Description -->	BCWS - METER EXCHANGE PROGRAM						
03-037276	01-4-2500-000	PAYABLES - TRADE			17990.77		
Invoice Description -->	BCWS - METER EXCHANGE PROGRAM						
Total :					30880.62	0.00	30880.62
Supplier Total :					30880.62	0.00	30880.62

0290 ALBERNI PAVING & CONTRACTING LTD.							
38327	28-Sep-2015	Issued	189	C		791.70	
SEPT 14 2015	01-4-2500-000	PAYABLES - TRADE			791.70		
Invoice Description -->	BCWS -SERVICE REPAIR						
Total :					791.70	0.00	791.70
Supplier Total :					791.70	0.00	791.70

0336 ARC - WESTERN CANADA							
38221	08-Sep-2015	Issued	173	C		415.97	
N019755	01-4-2500-000	PAYABLES - TRADE			415.97		
Invoice Description -->	PLANNING - PLOTTER SUPPLIES						
Total :					415.97	0.00	415.97
Supplier Total :					415.97	0.00	415.97

0380 ALBERNI SEPTIC TANK SERVICE							
38277	17-Sep-2015	Issued	178	C		123.20	
12351	01-4-2500-000	PAYABLES - TRADE			123.20		
Invoice Description -->	SLCP - TOILET RENTAL AT DIXON PARK						
Total :					123.20	0.00	123.20

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 5**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Supplier Total :					123.20	0.00	123.20
<hr/>							
0394	ASSOCIATED FIRE SAFETY EQUIPMENT						
38222	08-Sep-2015		Issued	173	C	8061.69	
13780	01-4-2500-000	PAYABLES - TRADE			8061.69		
Invoice Description -->		SLVFD - EQUIPMENT					
Total :					8061.69	0.00	8061.69
<hr/>							
38328	28-Sep-2015		Issued	189	C	82.95	
13842	01-4-2500-000	PAYABLES - TRADE			82.95		
Invoice Description -->		SLVFD - EQUIPMENT					
Total :					82.95	0.00	82.95
Supplier Total :					8144.64	0.00	8144.64
<hr/>							
0455	ALBERNI VALLEY REFRIGERATION LTD.						
38329	28-Sep-2015		Issued	189	C	409.50	
20154232	01-4-2500-000	PAYABLES - TRADE			409.50		
Invoice Description -->		LBA - HEATING & COOLING SYSTEM MAINTENANCE					
Total :					409.50	0.00	409.50
Supplier Total :					409.50	0.00	409.50
<hr/>							
0500	BALDY BOZ GARBAGE DISPOSAL						
38330	28-Sep-2015		Issued	189	C	95.25	
SEPT15/15	01-4-2500-000	PAYABLES - TRADE			95.25		
Invoice Description -->		EMERGENCY PLANNING - MAINTENANCE					
Total :					95.25	0.00	95.25
Supplier Total :					95.25	0.00	95.25
<hr/>							
0503	BAMFIELD CENTENNIAL PARK						
38331	28-Sep-2015		Issued	189	C	7926.24	
JUNE2015POS	01-4-2500-000	PAYABLES - TRADE			179.99		
Invoice Description -->		NET REVENUES BCP POS					
JULY2015POS	01-4-2500-000	PAYABLES - TRADE			2152.68		
Invoice Description -->		NET REVENUES BCP POS					
AUGUST2015POS	01-4-2500-000	PAYABLES - TRADE			5593.57		
Invoice Description -->		NET REVENUES BCP POS					
Total :					7926.24	0.00	7926.24
Supplier Total :					7926.24	0.00	7926.24
<hr/>							
0660	BC HYDRO						
38278	17-Sep-2015		Issued	178	C	9278.70	
400002526887	01-4-2500-000	PAYABLES - TRADE			9278.70		

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 6**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> HYDRO - ACRD CONSOLIDATED						
Total :				9278.70	0.00	9278.70
38332	28-Sep-2015		Issued	189	C	632.48
109008365378	01-4-2500-000	PAYABLES - TRADE				632.48
Invoice Description --> BVFD - BAMFIELD FD HALL - PACHENA RD						
Total :				632.48	0.00	632.48
Supplier Total :				9911.18	0.00	9911.18

0740 BEAVER CREEK HOME CENTER		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BCWS - WATER SYSTEM SUPPLY						
Total :				4.16	0.00	4.16
38223	08-Sep-2015		Issued	173	C	4.16
1508-709610	01-4-2500-000	PAYABLES - TRADE				4.16
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
Total :				191.74	0.00	191.74
38279	17-Sep-2015		Issued	178	C	191.74
1508-712209	01-4-2500-000	PAYABLES - TRADE				10.85
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
1508-712049	01-4-2500-000	PAYABLES - TRADE				11.59
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
1508-711834	01-4-2500-000	PAYABLES - TRADE				169.30
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
Total :				191.74	0.00	191.74
Supplier Total :				195.90	0.00	195.90

0745 BEAVER CREEK MARKET		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BC PARKS - EVERGREEN PARK MAINTENANCE						
Total :				585.76	0.00	585.76
38280	17-Sep-2015		Issued	178	C	585.76
6698	01-4-2500-000	PAYABLES - TRADE				585.76
Total :				585.76	0.00	585.76
Supplier Total :				585.76	0.00	585.76

0785 BERKS INTERTRUCK LTD.		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> SLVFD - APPARATUS REPAIR						
Total :				4957.69	0.00	4957.69
38333	28-Sep-2015		Issued	189	C	4957.69
28382	01-4-2500-000	PAYABLES - TRADE				636.34
Invoice Description --> SLVFD - APPARATUS REPAIR						
28416	01-4-2500-000	PAYABLES - TRADE				675.43
Invoice Description --> SLVFD - APPARATUS REPAIR						
28399	01-4-2500-000	PAYABLES - TRADE				724.78
Invoice Description --> SLVFD - APPARATUS REPAIR						
28388	01-4-2500-000	PAYABLES - TRADE				761.01
Invoice Description --> SLVFD - APPARATUS REPAIR						
28456	01-4-2500-000	PAYABLES - TRADE				858.77
Invoice Description --> SLVFD - APPARATUS REPAIR						

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 7**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
28470	01-4-2500-000	PAYABLES - TRADE		1301.36		
Invoice Description --> SLVFD - APPARATUS REPAIR						
Total :				4957.69	0.00	4957.69
Supplier Total :				4957.69	0.00	4957.69

0791 BERRY & VALE CONTRACTING LTD						
00107-0002	02-Sep-2015		Issued	161	T	2310.00
1643	01-4-2500-000	PAYABLES - TRADE			2310.00	
Invoice Description --> AVLF - LOWBEDDING MACHINE TO PROPERTY - CAPITAL						
Total :				2310.00	0.00	2310.00
00108-0002	11-Sep-2015		Issued	172	T	102035.42
1650	01-4-2500-000	PAYABLES - TRADE			36340.35	
Invoice Description --> WCLF - AUG 2015 CONTRACT - FREON \$96						
1649	01-4-2500-000	PAYABLES - TRADE			65695.07	
Invoice Description --> AVLF - AUG 2015 CONTRACT - FREON \$384						
Total :				102035.42	0.00	102035.42
00111-0002	30-Sep-2015		Issued	188	T	6568.70
1663	01-4-2500-000	PAYABLES - TRADE			392.18	
Invoice Description --> ALVF - ASBESTOS HANDLING						
1662	01-4-2500-000	PAYABLES - TRADE			1474.20	
Invoice Description --> AVLF - ASBESTOS HANDLING						
1661	01-4-2500-000	PAYABLES - TRADE			4702.32	
Invoice Description --> AVLF - ASBESTOS HANDLING						
Total :				6568.70	0.00	6568.70
Supplier Total :				110914.12	0.00	110914.12

0801 CORIX WATER PRODUCTS LTD.						
00108-0006	11-Sep-2015		Issued	172	T	44.80
10513102825	01-4-2500-000	PAYABLES - TRADE			44.80	
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
Total :				44.80	0.00	44.80
00111-0004	30-Sep-2015		Issued	188	T	1041.64
10513113964	01-4-2500-000	PAYABLES - TRADE			1041.64	
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
Total :				1041.64	0.00	1041.64
Supplier Total :				1086.44	0.00	1086.44

0806 CORIX - CONTROL SOLUTIONS LP						
00109-0004	23-Sep-2015		Issued	177	T	586.44
INV39768	01-4-2500-000	PAYABLES - TRADE			586.44	
Invoice Description --> BCWS - STRICT RD PUMPHOUSE MAINTENANCE						

142

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100

Date : Oct 07, 2015

Page : 8

Time : 8:47 pm

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit 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 :				586.44	0.00	586.44
Supplier Total :				586.44	0.00	586.44

0810 CORIX UTILITIES INC.

38281	17-Sep-2015		Issued	178	C	1560.16	
2051301656	01-4-2500-000	PAYABLES - TRADE			1560.16		
Invoice Description --> BWS - NEW CONNECTION							
Total :					1560.16	0.00	1560.16
Supplier Total :					1560.16	0.00	1560.16

0825 BLACK PRESS GROUP LTD.

38282	17-Sep-2015		Issued	178	C	991.98	
32652446	01-4-2500-000	PAYABLES - TRADE			454.65		
Invoice Description --> BUILDING INSPECTOR - RECRUITMENT ADS							
32652991	01-4-2500-000	PAYABLES - TRADE			537.33		
Invoice Description --> AVFL - MMBC - \$186.11, PLANNING - FARM DAYS \$351.22							
Total :					991.98	0.00	991.98
Supplier Total :					991.98	0.00	991.98

0839 BLUE MAX LIGHTING & EMERGENCY EQUIPMENT LTD

38224	08-Sep-2015		Issued	173	C	1748.17	
512809	01-4-2500-000	PAYABLES - TRADE			1748.17		
Invoice Description --> BCVFD - RADIO/SIREN/LIGHTS - PU #54 - CAPITAL							
Total :					1748.17	0.00	1748.17
Supplier Total :					1748.17	0.00	1748.17

0900 TRACY BOND (PETTY CASH)

38283	17-Sep-2015		Issued	178	C	148.85	
SEPT15/15	01-4-2500-000	PAYABLES - TRADE			148.85		
Invoice Description --> ACRD OFFICE - GEN OFF \$102.25, PLANNING \$37.55, EMERGENCY PLANNING \$9.05							
Total :					148.85	0.00	148.85
Supplier Total :					148.85	0.00	148.85

0914 BOWERMAN EXCAVATING LTD

00111-0003	30-Sep-2015		Issued	188	T	48839.24	
PC#1 - 3084-005	01-4-2500-000	PAYABLES - TRADE			48839.24		
Invoice Description --> CCID - WATERMAIN REPLACEMENT GAS TAX INITIATIVE							
Total :					48839.24	0.00	48839.24

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 9**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date			Debit	Credit		
Invoice No.	Account No.	Account Description					
Supplier Total :				48839.24	0.00	48839.24	

0940	DUVALL, EDITH						
00107-0004	02-Sep-2015		Issued	161	T	1700.00	
EDUVALL70292	01-4-2500-000	PAYABLES - TRADE			1700.00		
Invoice Description -->		ACRD OFFICE - MONTHLY JANITORIAL					
Total :					1700.00	0.00	1700.00
Supplier Total :					1700.00	0.00	1700.00

0950	BRETT, KENNETH						
00108-0003	11-Sep-2015		Issued	172	T	1000.00	
BRE170472	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						
00108-0004	11-Sep-2015		Issued	172	T	2979.37	
2015-08	01-4-2500-000	PAYABLES - TRADE			2979.37		
Invoice Description -->		BWS - AUG 2015 CONTRACTOR					
Total :					2979.37	0.00	2979.37
Supplier Total :					2979.37	0.00	2979.37

1066	CARAVAN PACIFIC TRUCKING						
38284	17-Sep-2015		Issued	178	C	603.75	
331	01-4-2500-000	PAYABLES - TRADE			603.75		
Invoice Description -->		BC PARKS - EVERGREEN PARK - REMOVAL OF SCRAP METAL AND DEBRIS					
Total :					603.75	0.00	603.75
Supplier Total :					603.75	0.00	603.75

1075	KEVIN P. SMITH HOLDINGS LTD. (CANADIAN TIRE #488)						
38225	08-Sep-2015		Issued	173	C	551.05	
1902	01-4-2500-000	PAYABLES - TRADE			56.61		
Invoice Description -->		BCWS - WATER SYSTEM SUPPIES					
1844	01-4-2500-000	PAYABLES - TRADE			494.44		
Invoice Description -->		BCWS - SMALL TOOLS					
Total :					551.05	0.00	551.05
Supplier Total :					551.05	0.00	551.05

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 10**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
38285	17-Sep-2015	Issued	178	C		117.46
9572958048	01-4-2500-000	PAYABLES - TRADE		117.46		
Invoice Description --> SPROAT LAKE - NEWSLETTER \$86.68 & BYLAW \$30.78						
Total :				117.46	0.00	117.46
Supplier Total :				117.46	0.00	117.46

1113 CANADIAN ALBERNI ENGINEERING LTD						
38334	28-Sep-2015	Issued	189	C		973.53
IN004086	01-4-2500-000	PAYABLES - TRADE		973.53		
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
Total :				973.53	0.00	973.53
Supplier Total :				973.53	0.00	973.53

1200 CANSER SURVEY EQUIPMENT						
00107-0003	02-Sep-2015	Issued	161	T		93.33
90088130	01-4-2500-000	PAYABLES - TRADE		-466.67		
Invoice Description --> PLANNING - CREDIT FOR POST PROCESSING SUBSCRIPTION						
90045806	01-4-2500-000	PAYABLES - TRADE		560.00		
Invoice Description --> PLANNING - POST PROCESSING SUBSCRIPTION						
Total :				93.33	0.00	93.33
Supplier Total :				93.33	0.00	93.33

1210 MAXXAM ANALYTICS						
38226	08-Sep-2015	Issued	173	C		778.05
VA906751	01-4-2500-000	PAYABLES - TRADE		778.05		
Invoice Description --> BCWS - WATER TESTING						
Total :				778.05	0.00	778.05
Supplier Total :				778.05	0.00	778.05

1270 CDW CANADA INC						
00109-0003	23-Sep-2015	Issued	177	T		2009.84
XT61860	01-4-2500-000	PAYABLES - TRADE		2009.84		
Invoice Description --> EMERGENCY PLANNING - COMPUTERS						
Total :				2009.84	0.00	2009.84
Supplier Total :				2009.84	0.00	2009.84

1316 CERTITECH IT SERVICES						
00108-0005	11-Sep-2015	Issued	172	T		6168.75
00163	01-4-2500-000	PAYABLES - TRADE		6168.75		
Invoice Description --> AUGUST 2015 - IT SUPPORT SERVICES \$5,525 - BCWS \$300, EMERGENCY SERVICES \$50						

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100

Date : Oct 07, 2015

Page : 11

Time : 8:47 pm

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit 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 :				6168.75	0.00	6168.75
Supplier Total :				6168.75	0.00	6168.75

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				11130.00	0.00	11130.00
Supplier Total :				11130.00	0.00	11130.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1342	CITY OF PORT ALBERNI					
38227	08-Sep-2015	Issued	173	C	11130.00	
REP-MFA#92	01-4-2500-000	PAYABLES - TRADE		11130.00		
Invoice Description --> CPA - MFA REPATRIATION FOR ISSUE #92						
Total :				11130.00	0.00	11130.00
Supplier Total :				11130.00	0.00	11130.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				69303.98	0.00	69303.98
Supplier Total :				69303.98	0.00	69303.98

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				250.28	0.00	250.28
Supplier Total :				250.28	0.00	250.28

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				1125.00	0.00	1125.00
Supplier Total :				1125.00	0.00	1125.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				157.50	0.00	157.50
Supplier Total :				157.50	0.00	157.50

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 12**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						Amount		
Chq/Ref #	Cheque Date	Status	Batch	Medium					
Invoice No.	Account No.	Account Description		Debit	Credit				
Total :							157.50	0.00	157.50
Supplier Total :							157.50	0.00	157.50

1471	COMMUNITY WIRELESS NETWORKS								
38288	17-Sep-2015	Issued	178	C			448.76		
4100	01-4-2500-000	PAYABLES - TRADE		448.76					
Invoice Description --> BWS - 2015 ANNUAL INTERNET SERVICE									
Total :							448.76	0.00	448.76
Supplier Total :							448.76	0.00	448.76

1650	CUPE - LOCAL 118								
38336	28-Sep-2015	Issued	189	C			1647.62		
DUESSEPT15	01-4-2500-000	PAYABLES - TRADE		1647.62					
Invoice Description --> SEPTEMBER 2015 UNION DUES									
Total :							1647.62	0.00	1647.62
Supplier Total :							1647.62	0.00	1647.62

1709	DEER BAY CONTRACTING								
00108-0007	11-Sep-2015	Issued	172	T			1984.00		
2604	01-4-2500-000	PAYABLES - TRADE		1984.00					
Invoice Description --> SALMON BEACH - TRANSPORTATION - GRADING									
Total :							1984.00	0.00	1984.00
00111-0005	30-Sep-2015	Issued	188	T			8326.50		
2605	01-4-2500-000	PAYABLES - TRADE		8326.50					
Invoice Description --> LBA - DRAINAGE CULVERT REPAIRS - CAPITAL									
Total :							8326.50	0.00	8326.50
Supplier Total :							10310.50	0.00	10310.50

1780	DOLANS CONCRETE LTD.								
38229	08-Sep-2015	Issued	173	C			44.35		
76943	01-4-2500-000	PAYABLES - TRADE		44.35					
Invoice Description --> BCWS - ROAD MULCH - WATER SYSTEM REPAIR									
Total :							44.35	0.00	44.35
Supplier Total :							44.35	0.00	44.35

1795	DUGAL SMITH & ASSOCIATES								
38230	08-Sep-2015	Issued	173	C			4998.99		
SLVFD-AUG/15	01-4-2500-000	PAYABLES - TRADE		4998.99					
Invoice Description --> SLVFD - REVIEW OF SLVFD									

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 13**
Date : Oct 07, 2015 **Time : 8:47 pm**
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
Total :				4998.99	0.00		4998.99
Supplier Total :				4998.99	0.00		4998.99

1838	DRILLWELL ENTERPRISES(1982)LTD.						
38337	28-Sep-2015	Issued	189	C			46692.19
12516	01-4-2500-000	PAYABLES - TRADE		46692.19			
Invoice Description --> AVLF - LEACHATE INTERCEPTION WELLS - CAPITAL							
Total :				46692.19	0.00		46692.19
Supplier Total :				46692.19	0.00		46692.19

1847	DUPERE, JOHANNE						
00108-0008	11-Sep-2015	Issued	172	T			200.00
DUP170473	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

1890	TETRA TECH EBA INC.						
38231	08-Sep-2015	Issued	173	C			3704.20
60478512	01-4-2500-000	PAYABLES - TRADE		3704.20			
Invoice Description --> AVRA - RUNWAY EXTENSION - CAPITAL							
Total :				3704.20	0.00		3704.20
38289	17-Sep-2015	Issued	178	C			3675.00
60481619	01-4-2500-000	PAYABLES - TRADE		3675.00			
Invoice Description --> AVRA - RUNWAY EXTENSION - CAPITAL							
Total :				3675.00	0.00		3675.00
Supplier Total :				7379.20	0.00		7379.20

1934	EDEN TREE FARM AND GARDENING						
38290	17-Sep-2015	Issued	178	C			3894.64
2ACRD	01-4-2500-000	PAYABLES - TRADE		3894.64			
Invoice Description --> PLANNING - AGRICULTURAL PLAN IMPLEMENTATION PROJECT							
Total :				3894.64	0.00		3894.64
38338	28-Sep-2015	Issued	189	C			807.50
1ACRD	01-4-2500-000	PAYABLES - TRADE		807.50			
Invoice Description --> PLANNING - AGRICULTURAL PLAN IMPLEMENTATION PROJECT							
Total :				807.50	0.00		807.50
Supplier Total :				4702.14	0.00		4702.14

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 14**
Date : Oct 07, 2015 **Time : 8:47 pm**
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1981	ESHPETER, MARK					
38291	17-Sep-2015		Issued	178	C 745.98	
SEPT15/15	01-4-2500-000	PAYABLES - TRADE			745.98	
Invoice Description --> BUILDING INSPECTION - RECRUITMENT REIMBURSEMENT						
Total :				745.98	0.00	745.98
Supplier Total :				745.98	0.00	745.98
1990	EVITT ELECTRIC					
00109-0005	23-Sep-2015		Issued	177	T 4093.79	
83229A	01-4-2500-000	PAYABLES - TRADE			2.81	
Invoice Description --> LBA - KEYS						
82401A	01-4-2500-000	PAYABLES - TRADE			62.27	
Invoice Description --> LBA - LIGHT BULBS						
83546C	01-4-2500-000	PAYABLES - TRADE			223.78	
Invoice Description --> BCVFD - UPS & FIRE ALARM BATTERIES						
34359	01-4-2500-000	PAYABLES - TRADE			3804.93	
Invoice Description --> SLVFD - TRUCK #46 - CAPITAL						
Total :				4093.79	0.00	4093.79
Supplier Total :				4093.79	0.00	4093.79
1993	EXPRESS CUSTOM TRAILER MFG INC					
38339	28-Sep-2015		Issued	189	C 5291.45	
00073320	01-4-2500-000	PAYABLES - TRADE			5291.45	
Invoice Description --> BCWS - 2001 GMC - L/B DUMP INSERT - CAPITAL						
Total :				5291.45	0.00	5291.45
Supplier Total :				5291.45	0.00	5291.45
1999	E-Z SEE REFLECTIVE ADDRESS SYSTEMS					
38292	17-Sep-2015		Issued	178	C 312.90	
185	01-4-2500-000	PAYABLES - TRADE			92.40	
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
183	01-4-2500-000	PAYABLES - TRADE			220.50	
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
Total :				312.90	0.00	312.90
Supplier Total :				312.90	0.00	312.90
2010	OUGHTRED COFFEE & TEA LTD.					
00109-0009	23-Sep-2015		Issued	177	T 106.21	
INV138404	01-4-2500-000	PAYABLES - TRADE			106.21	
Invoice Description --> OFFICE SUPPLIES						
Total :				106.21	0.00	106.21

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 Page : 15
 Date : Oct 07, 2015 Time : 8:47 pm
 Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
38232	08-Sep-2015		Issued	173	C	106.21		
INV136811	01-4-2500-000	PAYABLES - TRADE				106.21		
Invoice Description --> OFFICE SUPPLIES								
Total :						106.21	0.00	106.21
Supplier Total :						212.42	0.00	212.42

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
2067	FORTISBC							
38233	08-Sep-2015		Issued	173	C	27.43		
AUG24/15	01-4-2500-000	PAYABLES - TRADE				27.43		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL								
Total :						27.43	0.00	27.43
Supplier Total :						27.43	0.00	27.43

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
2089	FRASER, RANDY W							
38234	08-Sep-2015		Issued	173	C	3840.00		
14	01-4-2500-000	PAYABLES - TRADE				3840.00		
Invoice Description --> ACRD - CONTRACTED SERVICES FOR ENVIRONMENTAL SERVICES								
Total :						3840.00	0.00	3840.00
38293	17-Sep-2015		Issued	178	C	2100.00		
15	01-4-2500-000	PAYABLES - TRADE				2100.00		
Invoice Description --> ACRD - CONTRACTED SERVICES FOR ENVIRONMENTAL SERVICES								
Total :						2100.00	0.00	2100.00
Supplier Total :						5940.00	0.00	5940.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
2099	FOOTPRINTS SECURITY PATROL INC.							
00110-0001	18-Sep-2015		Issued	179	T	7408.75		
59938	01-4-2500-000	PAYABLES - TRADE				7408.75		
Invoice Description --> AV EMERGENCY PLANNING - RESPONSE - BOAT PATROL COSTS FOR AUGUST 2015								
Total :						7408.75	0.00	7408.75
00111-0007	30-Sep-2015		Issued	188	T	3528.00		
59941	01-4-2500-000	PAYABLES - TRADE				3528.00		
Invoice Description --> EMERGENCY PLANNING - SECURITY - DOG MOUNTAIN								
Total :						3528.00	0.00	3528.00
38235	08-Sep-2015		Issued	173	C	9371.25		
59607	01-4-2500-000	PAYABLES - TRADE				1307.25		
Invoice Description --> SL PARKS - DICKSON PARK PATROLS - AUG 2015								
59403	01-4-2500-000	PAYABLES - TRADE				4032.00		
Invoice Description --> EMERGENCY PLANNING- SECURITY - DOG MOUNTAIN								
59781	01-4-2500-000	PAYABLES - TRADE				4032.00		
Invoice Description --> EMERGENCY PLANNING - SECURITY - DOG MOUNTAIN								

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100

Date : Oct 07, 2015

Page : 16

Time : 8:47 pm

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit 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	
Total :				9371.25	0.00	9371.25
38294	17-Sep-2015	Issued	178	C		4284.00
59871	01-4-2500-000	PAYABLES - TRADE		4284.00		
Invoice Description -->		EMERGENCY PLANNING - SECURITY - DOG MOUNTAIN				
Total :				4284.00	0.00	4284.00
Supplier Total :				24592.00	0.00	24592.00

2121	GEMMELL, CHANTEL					
38236	08-Sep-2015	Issued	173	C		700.00
AUG23/15	01-4-2500-000	PAYABLES - TRADE		700.00		
Invoice Description -->		LBA - RUNWAY INSPECTIONS				
Total :				700.00	0.00	700.00
Supplier Total :				700.00	0.00	700.00

2140	GEDDES, RICHARD D.					
00108-0009	11-Sep-2015	Issued	172	T		55.00
RG-SLVFD0170476	01-4-2500-000	PAYABLES - TRADE		55.00		
Invoice Description -->		SLVFD - MONTHLY PHONE REIMBURSEMENT				
Total :				55.00	0.00	55.00
Supplier Total :				55.00	0.00	55.00

2253	IRIDIA MEDICAL					
38237	08-Sep-2015	Issued	173	C		210.00
15-1596	01-4-2500-000	PAYABLES - TRADE		105.00		
Invoice Description -->		BCVFD - ANNUAL EAD MEDICAL DIRECTION				
15-1661	01-4-2500-000	PAYABLES - TRADE		105.00		
Invoice Description -->		SLVFD - ANNUAL EAD MEDICAL DIRECTION				
Total :				210.00	0.00	210.00
38340	28-Sep-2015	Issued	189	C		2884.91
15-1998	01-4-2500-000	PAYABLES - TRADE		345.80		
Invoice Description -->		SLVFD - EQUIPMENT				
15-2091	01-4-2500-000	PAYABLES - TRADE		2539.11		
Invoice Description -->		SLVFD - EQUIPMENT				
Total :				2884.91	0.00	2884.91
Supplier Total :				3094.91	0.00	3094.91

2300	GRAND & TOY					
38238	08-Sep-2015	Issued	173	C		90.89
H760823	01-4-2500-000	PAYABLES - TRADE		90.89		
Invoice Description -->		ACRD - OFFICE SUPPLIES				

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 17**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Total :						90.89	0.00	90.89
Supplier Total :						90.89	0.00	90.89
<hr/>								
2320	THE GRAPHICS FACTORY							
38239	08-Sep-2015		Issued	173	C	88.48		
22944	01-4-2500-000	PAYABLES - TRADE			88.48			
Invoice Description --> SALMON BEACH - CONTACT NUMBER SIGN								
Total :						88.48	0.00	88.48
38295	17-Sep-2015		Issued	178	C	168.00		
22988	01-4-2500-000	PAYABLES - TRADE			168.00			
Invoice Description --> BWS - PRODUCE 2 METER STAFF GAUGE ON ALUMINUM								
Total :						168.00	0.00	168.00
38341	28-Sep-2015		Issued	189	C	77.28		
22992	01-4-2500-000	PAYABLES - TRADE			77.28			
Invoice Description --> LBA & SALMON BEACH - BUSINESS CARDS - GEMMELL								
Total :						77.28	0.00	77.28
Supplier Total :						333.76	0.00	333.76
<hr/>								
2322	GUILLEVIN INTERNATIONAL CO.							
38240	08-Sep-2015		Issued	173	C	790.19		
0428-496947	01-4-2500-000	PAYABLES - TRADE			790.19			
Invoice Description --> SLVFD - MAINTENANCE SUPPLIES								
Total :						790.19	0.00	790.19
Supplier Total :						790.19	0.00	790.19
<hr/>								
2390	HARBOUR VIEW COLLISION LTD							
38241	08-Sep-2015		Issued	173	C	373.08		
333129	01-4-2500-000	PAYABLES - TRADE			373.08			
Invoice Description --> BCVFD - TRUCK REPAIR								
Total :						373.08	0.00	373.08
Supplier Total :						373.08	0.00	373.08
<hr/>								
2485	HOLDER, DAN							
38242	08-Sep-2015		Issued	173	C	7674.45		
AUG31/15-ESC	01-4-2500-000	PAYABLES - TRADE			3465.00			
Invoice Description --> EMERGENCY SERVICES COORDINATOR - CONTRACTOR - AUGUST 2015								
AUG31/15-FSC	01-4-2500-000	PAYABLES - TRADE			4209.45			
Invoice Description --> FIRE SERVICES COORDINATOR - CONTRACTOR -AUGUST 2015								
Total :						7674.45	0.00	7674.45

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 18**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
Supplier Total :				7674.45	0.00		7674.45
<hr/>							
2499	HOMETOWN AUTOMOTIVE LTD.						
00111-0008	30-Sep-2015	Issued	188	T			1189.28
4807	01-4-2500-000	PAYABLES - TRADE		126.14			
Invoice Description --> BCWS - 2009 FORD 250 - MAINTENANCE							
4791	01-4-2500-000	PAYABLES - TRADE		1063.14			
Invoice Description --> LBA - 2011 FORD - F150 - MAINTENANCE							
Total :				1189.28	0.00		1189.28
<hr/>							
38243	08-Sep-2015	Issued	173	C			178.23
4741	01-4-2500-000	PAYABLES - TRADE		178.23			
Invoice Description --> BCWS - 2001 GMC SIERRA - COMPRESSION TEST							
Total :				178.23	0.00		178.23
<hr/>							
Supplier Total :				1367.51	0.00		1367.51
<hr/>							
2500	HOPKINS, BERNIE						
38296	17-Sep-2015	Issued	178	C			112.56
44	01-4-2500-000	PAYABLES - TRADE		112.56			
Invoice Description --> ACRD OFFICE - VACUUM BAGS							
Total :				112.56	0.00		112.56
<hr/>							
Supplier Total :				112.56	0.00		112.56
<hr/>							
2521	HORNET EXCAVATING						
38342	28-Sep-2015	Issued	189	C			611.63
359	01-4-2500-000	PAYABLES - TRADE		611.63			
Invoice Description --> BCWS - MAIN REPAIR							
Total :				611.63	0.00		611.63
<hr/>							
Supplier Total :				611.63	0.00		611.63
<hr/>							
2560	HOULE PRINTING						
38244	08-Sep-2015	Issued	173	C			277.76
14378	01-4-2500-000	PAYABLES - TRADE		277.76			
Invoice Description --> SPROAT LAKE - SUMMER/FALL 2015 NEWSLETTER							
Total :				277.76	0.00		277.76
<hr/>							
38297	17-Sep-2015	Issued	178	C			901.22
14473	01-4-2500-000	PAYABLES - TRADE		296.42			
Invoice Description --> WCLF - GARBAGE TAGS - RESIDENTIAL COLLECTION							
14360	01-4-2500-000	PAYABLES - TRADE		604.80			
Invoice Description --> AVLF - RECYCLING STICKERS							
Total :				901.22	0.00		901.22

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 19**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Supplier Total :					1178.98	0.00	1178.98
<hr/>							
2580	HUB FIRE ENGINES & EQUIPMENT LTD.						
38343	28-Sep-2015		Issued	189	C	1350.33	
IN00030836	01-4-2500-000	PAYABLES - TRADE			62.59		
	Invoice Description --> SLVFD - APPARATUS REPAIR						
IN00030691	01-4-2500-000	PAYABLES - TRADE			436.30		
	Invoice Description --> BCFVD - TRUCK #54- REPAIR						
IN00030559	01-4-2500-000	PAYABLES - TRADE			851.44		
	Invoice Description --> BCFVD - TRUCK #54 - RAPAIR						
Total :					1350.33	0.00	1350.33
Supplier Total :					1350.33	0.00	1350.33
<hr/>							
2650	INGENIOUS SOFTWARE (530640 ONTARIO LTD.)						
38344	28-Sep-2015		Issued	189	C	659.40	
5423	01-4-2500-000	PAYABLES - TRADE			659.40		
	Invoice Description --> SLVFD - FIRE PRO SERVICE CONTRACT - OCT.21, 2015 - OCT. 20, 2016						
Total :					659.40	0.00	659.40
Supplier Total :					659.40	0.00	659.40
<hr/>							
2690	INSURANCE CORPORATION OF B.C.						
38245	08-Sep-2015		Issued	173	C	7713.00	
SLVFD- 2015 FLEET	01-4-2500-000	PAYABLES - TRADE			7713.00		
	Invoice Description --> SLVFD - FLEET INSURANCE						
Total :					7713.00	0.00	7713.00
38271	09-Sep-2015		Issued	176	C	18.00	
SLVFD - 2015 FLEE	01-4-2500-000	PAYABLES - TRADE			18.00		
	Invoice Description --> SLVFD - 2015 FLEET - SERVICE CHARGE						
Total :					18.00	0.00	18.00
Supplier Total :					7731.00	0.00	7731.00
<hr/>							
2761	ISLAND RADIO LTD.						
38246	08-Sep-2015		Issued	173	C	551.25	
191746	01-4-2500-000	PAYABLES - TRADE			551.25		
	Invoice Description --> AVRA - INFO SESSION AD						
Total :					551.25	0.00	551.25
Supplier Total :					551.25	0.00	551.25
<hr/>							
2783	ITRON CANADA INC.						
38298	17-Sep-2015		Issued	178	C	2297.02	
332409	01-4-2500-000	PAYABLES - TRADE			2297.02		

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 20**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BCWS - ITRON SERVICING AGREEMENT JULY 1, 2015 TO JUNE 30, 2016						
Total :				2297.02	0.00	2297.02
Supplier Total :				2297.02	0.00	2297.02

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE						
Total :				72.13	0.00	72.13
Supplier Total :				72.13	0.00	72.13

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BWS - NEW WATER CONNECTION						
Total :				200.00	0.00	200.00
Supplier Total :				200.00	0.00	200.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> AVLF - DEPOSIT FOR DL105						
Total :				10000.00	0.00	10000.00
Supplier Total :				10000.00	0.00	10000.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> PLANNING - FAMILY FARM DAYS T'S						
Total :				1058.40	0.00	1058.40
Supplier Total :				1058.40	0.00	1058.40

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BWS - ENGINEERING SERVICES						
Total :				742.46	0.00	742.46

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 21**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						Amount
Chq/Ref #	Cheque Date	Status	Batch	Medium			
Invoice No.	Account No.	Account Description		Debit	Credit		
Supplier Total :				742.46	0.00		742.46
<hr/>							
2887	LEWKOWICH GEOTECHNICAL ENGINEERING LTD						
38249	08-Sep-2015	Issued	173	C			4868.62
41384	01-4-2500-000	PAYABLES - TRADE		4868.62			
Invoice Description -->		AVLF - ACCESS RD - CAPITAL					
Total :				4868.62	0.00		4868.62
Supplier Total :				4868.62	0.00		4868.62
<hr/>							
2890	L.B. WOODCHOPPERS LTD.						
00108-0010	11-Sep-2015	Issued	172	T			1225.48
223376	01-4-2500-000	PAYABLES - TRADE		12.44			
Invoice Description -->		BCWS - REPAIR SUPPLY					
222601	01-4-2500-000	PAYABLES - TRADE		58.89			
Invoice Description -->		BCWS - WATER SYSTEM SUPPLIES					
222669	01-4-2500-000	PAYABLES - TRADE		84.51			
Invoice Description -->		BCWS - WATER SYSTEM SUPPLIES					
222632	01-4-2500-000	PAYABLES - TRADE		86.73			
Invoice Description -->		BCWS - SAFETY EQUIPMENT					
222756	01-4-2500-000	PAYABLES - TRADE		982.91			
Invoice Description -->		BCWS - SAFETY SUPPLIES					
Total :				1225.48	0.00		1225.48
00109-0006	23-Sep-2015	Issued	177	T			637.28
224395	01-4-2500-000	PAYABLES - TRADE		637.28			
Invoice Description -->		EMERGENCY PLANNING - GENERATOR					
Total :				637.28	0.00		637.28
00111-0010	30-Sep-2015	Issued	188	T			389.46
224769	01-4-2500-000	PAYABLES - TRADE		18.11			
Invoice Description -->		AVRA - SUPPLIES					
224993	01-4-2500-000	PAYABLES - TRADE		183.19			
Invoice Description -->		SLVFD - SUPPLIES					
224939	01-4-2500-000	PAYABLES - TRADE		188.16			
Invoice Description -->		SLVFD - DRY HYDRANTS - CAPITAL					
Total :				389.46	0.00		389.46
Supplier Total :				2252.22	0.00		2252.22
<hr/>							
2892	L.A. MARINE LTD.						
38250	08-Sep-2015	Issued	173	C			806.22
18417	01-4-2500-000	PAYABLES - TRADE		806.22			
Invoice Description -->		SLVFD - EQUIPMENT					
Total :				806.22	0.00		806.22

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 22**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				806.22	0.00	806.22

2893 KLEHKOOT MARINA							
38251	08-Sep-2015		Issued	173	C 37.20		
32	01-4-2500-000	PAYABLES - TRADE			37.20		
Invoice Description --> SLMP - GAS FOR BOAT - AUGUST 2015							
Total :					37.20	0.00	37.20
Supplier Total :					37.20	0.00	37.20

3011 LANDWORKS CONSULTANTS INC							
38299	17-Sep-2015		Issued	178	C 708.75		
1602	01-4-2500-000	PAYABLES - TRADE			708.75		
Invoice Description --> PLANNING - ZONING BYLAW REWRITE							
Total :					708.75	0.00	708.75
Supplier Total :					708.75	0.00	708.75

3025 LADY ROSE MARINE SERVICES					
38300	17-Sep-2015		Issued	178	C 4411.71
2010-18636	01-4-2500-000	PAYABLES - TRADE			26.69
Invoice Description --> BWS - WATER SYSTEM SUPPLIES					
1020-18639	01-4-2500-000	PAYABLES - TRADE			175.57
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18707	01-4-2500-000	PAYABLES - TRADE			250.95
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRASPORT					
2010-18607	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18700	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18734	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18778	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18805	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18869	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18900	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18935	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18999	01-4-2500-000	PAYABLES - TRADE			304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18633	01-4-2500-000	PAYABLES - TRADE			609.00
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-18835	01-4-2500-000	PAYABLES - TRADE			609.00

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 23**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT								
Total :						4411.71	0.00	4411.71
Supplier Total :						4411.71	0.00	4411.71
3027	LADYBIRD ENGRAVING & WEB CREATIONS LTD							
38252	08-Sep-2015		Issued	173	C	200.03		
50	01-4-2500-000	PAYABLES - TRADE				200.03		
Invoice Description --> BCFVD - EQUIPMENT								
Total :						200.03	0.00	200.03
Supplier Total :						200.03	0.00	200.03
3117	LORDCO							
38301	17-Sep-2015		Issued	178	C	13.50		
302555	01-4-2500-000	PAYABLES - TRADE				13.50		
Invoice Description --> SLVFD - BUILDING MAINTENANCE								
Total :						13.50	0.00	13.50
Supplier Total :						13.50	0.00	13.50
3147	M & D AUTO PART LTD.							
38302	17-Sep-2015		Issued	178	C	66.98		
6080300	01-4-2500-000	PAYABLES - TRADE				11.52		
Invoice Description --> BCFVD - AUTO SUPPLIES								
6076410	01-4-2500-000	PAYABLES - TRADE				55.46		
Invoice Description --> BCFVD - AUTO SUPPLIES								
Total :						66.98	0.00	66.98
Supplier Total :						66.98	0.00	66.98
3173	MIDDLEMISS MEATS							
38253	08-Sep-2015		Issued	173	C	272.16		
74133	01-4-2500-000	PAYABLES - TRADE				272.16		
Invoice Description --> SALMON BEACH - COMMUNITY EVENT								
Total :						272.16	0.00	272.16
Supplier Total :						272.16	0.00	272.16
3211	MAINSTREAM INC.							
38303	17-Sep-2015		Issued	178	C	1567.32		
08171503-1	01-4-2500-000	PAYABLES - TRADE				1567.32		
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL								
Total :						1567.32	0.00	1567.32
38346	28-Sep-2015		Issued	189	C	951.08		

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 24**
Date : Oct 07, 2015 **Time : 8:47 pm**
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
08171503-2	01-4-2500-000	PAYABLES - TRADE		951.08		
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
Total :				951.08	0.00	951.08
Supplier Total :				2518.40	0.00	2518.40

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3214	MARCIE DEWITT					
38254	08-Sep-2015		Issued	173	C	5000.00
AUG31/15	01-4-2500-000	PAYABLES - TRADE		5000.00		
Invoice Description --> ACHN - COORDINATOR - AUGUST 2015						
Total :				5000.00	0.00	5000.00
Supplier Total :				5000.00	0.00	5000.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3233	CAREY MCIVER & ASSOCIATES LTD.					
38304	17-Sep-2015		Issued	178	C	3895.19
15.09.01	01-4-2500-000	PAYABLES - TRADE		3895.19		
Invoice Description --> AVLF \$3845.72, WCLF \$49.14 SOLID WASTE MANAGEMENT						
Total :				3895.19	0.00	3895.19
Supplier Total :				3895.19	0.00	3895.19

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3270	MCCOY LAKE EXCAVATING LTD					
38255	08-Sep-2015		Issued	173	C	18658.73
3167	01-4-2500-000	PAYABLES - TRADE		1709.37		
Invoice Description --> BCWS - WATER SYSTEM REPAIR						
3154	01-4-2500-000	PAYABLES - TRADE		2112.02		
Invoice Description --> BCWS - WATER SYSTEM REPAIR						
3436	01-4-2500-000	PAYABLES - TRADE		14837.34		
Invoice Description --> SLVFD - DRY HYDRANTS - CAPITAL						
Total :				18658.73	0.00	18658.73
Supplier Total :				18658.73	0.00	18658.73

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3272	MCCONNELL, SHAWN					
00109-0007	23-Sep-2015		Issued	177	T	2042.25
177534	01-4-2500-000	PAYABLES - TRADE		992.25		
Invoice Description --> AUGUST 2015- MILLSTREAM WATER CONTRACTOR						
177535	01-4-2500-000	PAYABLES - TRADE		1050.00		
Invoice Description --> AUGUST 2015 - LONG BEACH WATER CONTRACTOR						
Total :				2042.25	0.00	2042.25
Supplier Total :				2042.25	0.00	2042.25

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3277	MCELHANNEY CONSULTING SERVICES LTD.					
00111-0011	30-Sep-2015		Issued	188	T	2998.80

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 25**
Date : Oct 07, 2015 **Time : 8:47 pm**
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description		Debit	Credit	
2231 091616	01-4-2500-000	PAYABLES - TRADE		2998.80		
Invoice Description --> SALMON BEACH - WATER STUDY - CAPITAL						
Total :				2998.80	0.00	2998.80
Supplier Total :				2998.80	0.00	2998.80

3280 MCGILL & ASSOCIATES ENGINEERING						
00109-0008	23-Sep-2015	Issued	177	T	9052.10	
15220	01-4-2500-000	PAYABLES - TRADE		110.25		
Invoice Description --> WEST COAST MULTIPLEX - GEOTECHNICAL INVESTIGATION						
15212	01-4-2500-000	PAYABLES - TRADE		149.63		
Invoice Description --> AVLF - ANNUAL REPORTING						
15215	01-4-2500-000	PAYABLES - TRADE		173.25		
Invoice Description --> AVLF - GAS MANAGEMENT PLAN - CAPITAL						
15213	01-4-2500-000	PAYABLES - TRADE		322.88		
Invoice Description --> LBA - WATER SYSTEM EVALUATION - CAPITAL						
15214	01-4-2500-000	PAYABLES - TRADE		433.13		
Invoice Description --> AVLF - NORTH EAST EXPANSION - CAPITAL						
15211	01-4-2500-000	PAYABLES - TRADE		743.03		
Invoice Description --> AVLF - GENERAL CONSULTING						
15217	01-4-2500-000	PAYABLES - TRADE		1342.69		
Invoice Description --> AVLF - FENCING - CAPITAL						
15221	01-4-2500-000	PAYABLES - TRADE		1367.10		
Invoice Description --> AVLF - INTERCEPTION WELLS - CAPITAL						
15175	01-4-2500-000	PAYABLES - TRADE		4410.14		
Invoice Description --> CCID - WATERMANIN REPLACEMENT GAS TAX INITIATIVE						
Total :				9052.10	0.00	9052.10

00111-0012	30-Sep-2015	Issued	188	T	24481.63	
15216	01-4-2500-000	PAYABLES - TRADE		6808.12		
Invoice Description --> ALVF - COVER MATERIAL REVIEW						
15242	01-4-2500-000	PAYABLES - TRADE		8062.46		
Invoice Description --> AVLF - ACCESS RD PAVING - CAPITAL						
15219	01-4-2500-000	PAYABLES - TRADE		9611.05		
Invoice Description --> CCID - WATERMANIN REPLACEMENT GAS TAX INITIATIVE						
Total :				24481.63	0.00	24481.63
Supplier Total :				33533.73	0.00	33533.73

3285 MCGILL'S WELL SERVICE AND SUPPLY LTD						
338347	28-Sep-2015	Issued	189	C	5712.00	
2835	01-4-2500-000	PAYABLES - TRADE		5712.00		
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL						
Total :				5712.00	0.00	5712.00
Supplier Total :				5712.00	0.00	5712.00

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 26**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
33287	McLEAN & HIGGINS LTD.						
38256	08-Sep-2015	Issued	173	C			399.50
40343	01-4-2500-000	PAYABLES - TRADE			122.85		
Invoice Description --> SL- COUGAR SMITH PARK - CHANGE OUT FILTERS							
40382	01-4-2500-000	PAYABLES - TRADE			276.65		
Invoice Description --> ACRD - BUILDING MAINTENANCE							
Total :					399.50	0.00	399.50
Supplier Total :					399.50	0.00	399.50
33340	MINISTER OF FINANCE						
38305	17-Sep-2015	Issued	178	C			1818.00
MSPSEPT/15	01-4-2500-000	PAYABLES - TRADE			1818.00		
Invoice Description --> MSP PREMIUMS FOR SEPTEMBER 2015							
Total :					1818.00	0.00	1818.00
Supplier Total :					1818.00	0.00	1818.00
3488	JC CONCEPTS (DIVISION OF MRG INC)						
38348	28-Sep-2015	Issued	189	C			372.75
N26574	01-4-2500-000	PAYABLES - TRADE			372.75		
Invoice Description --> SLVFD - FIRE PREVENTION							
Total :					372.75	0.00	372.75
Supplier Total :					372.75	0.00	372.75
3490	MUNICIPAL PENSION PLAN						
EFT-19	10-Sep-2015	Issued	186	E			8663.38
PP#18 - 2015	01-4-2500-000	PAYABLES - TRADE			8663.38		
Invoice Description --> PAYPERIOD #18 - 2015 PENSION REMITTANCE							
Total :					8663.38	0.00	8663.38
EFT-20	24-Sep-2015	Issued	186	E			9042.40
PP#19 - 2015	01-4-2500-000	PAYABLES - TRADE			9042.40		
Invoice Description --> PAYPERIOD #19 - 2015 PENSION REMITTANCE							
Total :					9042.40	0.00	9042.40
Supplier Total :					17705.78	0.00	17705.78
3505	MFA LEASING						
AUTO70474	28-Sep-2015	Issued	171	E			2553.97
BAMFIRE70474	01-4-2500-000	PAYABLES - TRADE			2553.97		
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT							
Total :					2553.97	0.00	2553.97
AUTO70477	28-Sep-2015	Issued	171	E			1654.31

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 27**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
6140270477	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

3510 MUNICIPAL INSURANCE ASSOCIATION						
38349	28-Sep-2015		Issued	189	C	3864.41
26311	01-4-2500-000	PAYABLES - TRADE			3864.41	
Invoice Description --> SOUTH LONG BEACH - PROFESSIONAL FEES						
Total :				3864.41	0.00	3864.41
Supplier Total :				3864.41	0.00	3864.41

3627 NEXCAR SALES LTD.						
38364	28-Sep-2015		Issued	190	C	459.17
09953	01-4-2500-000	PAYABLES - TRADE			150.70	
Invoice Description --> BUILDING INSPECTION - JEEP LIBERTY - DETAIL						
09975	01-4-2500-000	PAYABLES - TRADE			150.70	
Invoice Description --> BUILDING INSPECTION - CHEROKEE - DETAIL						
10281	01-4-2500-000	PAYABLES - TRADE			157.77	
Invoice Description --> BCWS - 2001 GMC - STROBE LIGHT - RE-ATTACH						
Total :				459.17	0.00	459.17
Supplier Total :				459.17	0.00	459.17

3792 PACIFIC BLUE CROSS						
EFT-9	01-Sep-2015		Issued	169	E	6020.07
290484	01-4-2500-000	PAYABLES - TRADE			6020.07	
Invoice Description --> SEPTEMBER 2015 - HEALTH, DENTAL, LIFE & DISABILITY PREMIUMS						
Total :				6020.07	0.00	6020.07
Supplier Total :				6020.07	0.00	6020.07

3797 PITEAU ASSOCIATES						
000111-0013	30-Sep-2015		Issued	188	T	13234.60
17587	01-4-2500-000	PAYABLES - TRADE			13234.60	
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL						
Total :				13234.60	0.00	13234.60
38257	08-Sep-2015		Issued	173	C	7075.78
17546	01-4-2500-000	PAYABLES - TRADE			1841.53	
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL						
17544	01-4-2500-000	PAYABLES - TRADE			5234.25	
Invoice Description --> AVLF - MONITORING PROGRAM						

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100

Date : Oct 07, 2015

Page : 28

Time : 8:47 pm

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit 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 :				7075.78	0.00	7075.78
Supplier Total :				20310.38	0.00	20310.38

3986 PHOENIX ENTERPRISES LTD.

38306	17-Sep-2015		Issued	178	C	136.43
SEPT17/15	01-4-2500-000	PAYABLES - TRADE			136.43	
Invoice Description --> AVLF - CREDIT REFUND TO CUST 210						
Total :				136.43	0.00	136.43
Supplier Total :				136.43	0.00	136.43

4115 PRICE'S ALARM SYSTEM LTD

38258	08-Sep-2015		Issued	173	C	157.50
2143619	01-4-2500-000	PAYABLES - TRADE			157.50	
Invoice Description --> BCFVD - ALARM MONITORING SYSTEM						
Total :				157.50	0.00	157.50
Supplier Total :				157.50	0.00	157.50

4180 PUROLATOR COURIER SERVICE

38259	08-Sep-2015		Issued	173	C	17.19
428647737	01-4-2500-000	PAYABLES - TRADE			17.19	
Invoice Description --> LBA - SHIPPING						
Total :				17.19	0.00	17.19
Supplier Total :				17.19	0.00	17.19

4187 QUALITY FOODS-PORT ALBERNI

38260	08-Sep-2015		Issued	173	C	94.52
62 473887	01-4-2500-000	PAYABLES - TRADE			94.52	
Invoice Description --> ACRD - OFFICE SUPPLIES						
Total :				94.52	0.00	94.52

38307	17-Sep-2015		Issued	178	C	28.80
64 078489	01-4-2500-000	PAYABLES - TRADE			28.80	
Invoice Description --> SLVFD - OFFICERS MEETING						
Total :				28.80	0.00	28.80

38350	28-Sep-2015		Issued	189	C	125.90
63 387244	01-4-2500-000	PAYABLES - TRADE			125.90	
Invoice Description --> BCFVD - TRAINING						
Total :				125.90	0.00	125.90

Supplier Total :

249.22 0.00

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 Page : 29
 Date : Oct 07, 2015 Time : 8:47 pm
 Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
4220	RAYNER & BRACHT LTD					
38261	08-Sep-2015	Issued	173	C		3483.20
2015160	01-4-2500-000	PAYABLES - TRADE		3483.20		
Invoice Description -->		AVLF - BAMFIELD BIN CHARGES AUGUST 2015				
Total :				3483.20	0.00	3483.20
Supplier Total :				3483.20	0.00	3483.20
4280	RECEIVER GENERAL FOR CANADA					
38262	08-Sep-2015	Issued	173	C		17341.81
PP#18 - 2015	01-4-2500-000	PAYABLES - TRADE		17341.81		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL PAYPERIOD #18				
Total :				17341.81	0.00	17341.81
38308	17-Sep-2015	Issued	178	C		17107.27
4280 - 70499	01-4-2500-000	PAYABLES - TRADE		17107.27		
Invoice Description -->		TAX REMITTANCE FOR PAYROLL PAYPERIOD #19				
Total :				17107.27	0.00	17107.27
38351	28-Sep-2015	Issued	189	C		17107.02
4280 - 70706	01-4-2500-000	PAYABLES - TRADE		1055.41		
Invoice Description -->		Payroll Remittance BN:				
4280 - 70707	01-4-2500-000	PAYABLES - TRADE		16051.61		
Invoice Description -->		Payroll Remittance BN: 107882813RP0001				
Total :				17107.02	0.00	17107.02
Supplier Total :				51556.10	0.00	51556.10
4475	ROCKY MOUNTAIN PHOENIX					
00109-0010	23-Sep-2015	Issued	177	T		227.92
IN90955	01-4-2500-000	PAYABLES - TRADE		227.92		
Invoice Description -->		SLVFD - EQUIPMENT - FOLDING POCKET SPANNER				
Total :				227.92	0.00	227.92
Supplier Total :				227.92	0.00	227.92
4491	ROMPRE, SUZANNE					
00108-0011	11-Sep-2015	Issued	172	T		850.00
AUG31/15	01-4-2500-000	PAYABLES - TRADE		850.00		
Invoice Description -->		AUGUST BAMFIELD TRANSFER STATION CONTRACTOR				
Total :				850.00	0.00	850.00
Supplier Total :				850.00	0.00	850.00
4641	SKINER, GAILA					
38263	08-Sep-2015	Issued	173	C		414.39

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 30**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
SB-EVENT- 15	01-4-2500-000	PAYABLES - TRADE		414.39		
Invoice Description --> SALMON BEACH - COMMUNITY EVENT						
Total :				414.39	0.00	414.39
Supplier Total :				414.39	0.00	414.39

4645 SHAW CABLE						
38309	17-Sep-2015		Issued	178	C	860.55
01-SEP-15	01-4-2500-000	PAYABLES - TRADE			860.55	
Invoice Description --> ACCT #012-80958259 - ACRD CONSOLIDATED INTERNET/CABLE - SEPT 2015						
Total :				860.55	0.00	860.55
Supplier Total :				860.55	0.00	860.55

4646 SHAW CABLESYSTEMS G.P.						
38264	08-Sep-2015		Issued	173	C	45.29
AUGUST 16, 2015	01-4-2500-000	PAYABLES - TRADE			45.29	
Invoice Description --> SLVFD - CABLE SERVICES - SEPT.16 - OCT.15/15						
Total :				45.29	0.00	45.29
38310	17-Sep-2015		Issued	178	C	13.44
SEP01/15	01-4-2500-000	PAYABLES - TRADE			13.44	
Invoice Description --> EMERGENCY PLANNING - SEPT - OCT 2015						
Total :				13.44	0.00	13.44
38352	28-Sep-2015		Issued	189	C	45.29
SEPTEMBER 16, 20	01-4-2500-000	PAYABLES - TRADE			45.29	
Invoice Description --> SLVFD - CABLE SERVICES - OCT. 16 - NOV.15/15						
Total :				45.29	0.00	45.29
Supplier Total :				104.02	0.00	104.02

4673 MORNEAU SHEPELL LTD						
38265	08-Sep-2015		Issued	173	C	199.70
193869	01-4-2500-000	PAYABLES - TRADE			199.70	
Invoice Description --> BCVFD - LICENSES & FEES						
Total :				199.70	0.00	199.70
Supplier Total :				199.70	0.00	199.70

4717 SMITH, RYAN						
000108-0012	11-Sep-2015		Issued	172	T	6472.72
PCAUG/15	01-4-2500-000	PAYABLES - TRADE			261.97	
Invoice Description --> SALMON BEACH SEWAGE						
AUG31/15	01-4-2500-000	PAYABLES - TRADE			6210.75	
Invoice Description --> SALMON BEACH SEWAGE						

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 31**
Date : Oct 07, 2015 **Time : 8:47 pm**
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				6472.72	0.00	6472.72
Supplier Total :				6472.72	0.00	6472.72

4725 SOFTCHOICE CORPORATION							
38311	17-Sep-2015		Issued	178	C	2944.11	
4061528	01-4-2500-000	PAYABLES - TRADE			340.73		
Invoice Description --> ACRD - COMPUTER - SERVER							
4073317	01-4-2500-000	PAYABLES - TRADE			801.87		
Invoice Description --> EMERGENCY PLANNING - COMPUTERS							
4050945	01-4-2500-000	PAYABLES - TRADE			851.36		
Invoice Description --> ACRD - COMPUTER SECURITY							
4055186	01-4-2500-000	PAYABLES - TRADE			950.15		
Invoice Description --> ACRD - TONER \$112.15, PLANNING TONER \$736.20							
Total :					2944.11	0.00	2944.11
38353	28-Sep-2015		Issued	189	C	982.02	
4079797	01-4-2500-000	PAYABLES - TRADE			982.02		
Invoice Description --> ACRD - COMPUTER - \$221.67, PLANNING \$612.95							
Total :					982.02	0.00	982.02
Supplier Total :					3926.13	0.00	3926.13

4728 SONBIRD REFUSE & RECYCLING LTD.							
00108-0013	11-Sep-2015		Issued	172	T	13602.79	
23041	01-4-2500-000	PAYABLES - TRADE			13602.79		
Invoice Description --> AUGUST 2015 WC GARBAGE & RECYCLING							
Total :					13602.79	0.00	13602.79
Supplier Total :					13602.79	0.00	13602.79

4760 SPROAT LAKE VOL. FIRE DEPARTMENT							
38270	09-Sep-2015		Issued	175	C	12408.50	
SLVFD - Q1&Q2-201	01-4-2500-000	PAYABLES - TRADE			12408.50		
Invoice Description --> SLVFD - 1ST & 2ND QUARTER REIMBURSEMENT							
Total :					12408.50	0.00	12408.50
Supplier Total :					12408.50	0.00	12408.50

4765 SPROAT LAKE FORESTRY SERVICES LTD.							
38266	08-Sep-2015		Issued	173	C	5097.14	
15002	01-4-2500-000	PAYABLES - TRADE			5097.14		
Invoice Description --> SROAT LAKE PARKS - MAINTENANCE \$1950, TRAILS - CAPITAL \$2275							
Total :					5097.14	0.00	5097.14

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 Page : 32
 Date : Oct 07, 2015 Time : 8:47 pm
 Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				5097.14	0.00	5097.14

4785 STEWART MCDANNOLD STUART						
000111-0014	30-Sep-2015		Issued	188	T	3839.05
70763	01-4-2500-000	PAYABLES - TRADE				40.32
Invoice Description -->		LEGAL FEES				
70965	01-4-2500-000	PAYABLES - TRADE				120.96
Invoice Description -->		LEGAL FEES				
70758	01-4-2500-000	PAYABLES - TRADE				173.96
Invoice Description -->		LEGAL FEES				
70759	01-4-2500-000	PAYABLES - TRADE				314.17
Invoice Description -->		LEGAL FEES				
70964	01-4-2500-000	PAYABLES - TRADE				393.11
Invoice Description -->		LEGAL FEES				
70955	01-4-2500-000	PAYABLES - TRADE				417.59
Invoice Description -->		LEGAL FEES				
70956	01-4-2500-000	PAYABLES - TRADE				675.26
Invoice Description -->		LEGAL FEES				
70760	01-4-2500-000	PAYABLES - TRADE				1703.68
Invoice Description -->		LEGAL FEES				
Total :						3839.05
						0.00
						3839.05

38267	08-Sep-2015		Issued	173	C	3863.28
70509	01-4-2500-000	PAYABLES - TRADE				141.12
Invoice Description -->		LEGAL FEES				
70512	01-4-2500-000	PAYABLES - TRADE				182.54
Invoice Description -->		LEGAL FEES				
70511	01-4-2500-000	PAYABLES - TRADE				389.50
Invoice Description -->		LEGAL FEES				
70510	01-4-2500-000	PAYABLES - TRADE				1116.64
Invoice Description -->		LEGAL FEES				
70508	01-4-2500-000	PAYABLES - TRADE				2033.48
Invoice Description -->		LEGAL FEES				
Total :						3863.28
						0.00
						3863.28

Supplier Total :				7702.33	0.00	7702.33
-------------------------	--	--	--	---------	------	---------

4788 STAPLES ADVANTAGE						
38312	17-Sep-2015		Issued	178	C	1528.75
39171271	01-4-2500-000	PAYABLES - TRADE				19.93
Invoice Description -->		BUILDING INSPECTION SUPPLIES				
39202479	01-4-2500-000	PAYABLES - TRADE				46.97
Invoice Description -->		ACRD OFFICE SUPPLIES				
39241325	01-4-2500-000	PAYABLES - TRADE				65.93
Invoice Description -->		ACRD - OFFICE SUPPLIES \$37.78, UBCM SUPPLIES \$21.09				
39182261	01-4-2500-000	PAYABLES - TRADE				88.52
Invoice Description -->		BCWS - OFFICE SUPPLIES				
39180190	01-4-2500-000	PAYABLES - TRADE				93.02

Cheque Register - Detail - Supp.



AP5100 Page : 33
 Date : Oct 07, 2015 Time : 8:47 pm
 Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Supplier 0003								
Invoice Description --> ACRD OFFICE SUPPLIES								
39296962	01-4-2500-000	PAYABLES - TRADE	97.06					
Invoice Description --> ACRD OFFICE SUPPLIES								
38952532	01-4-2500-000	PAYABLES - TRADE	231.51					
Invoice Description --> ACRD - OFFICE SUPPLIES \$130.01, BUILDING INSP. \$52.08, BCWS \$13.23, PLANNING \$11.38								
39409240	01-4-2500-000	PAYABLES - TRADE	416.98					
Invoice Description --> ACRD - OFFICES SUPPLIES								
39302255	01-4-2500-000	PAYABLES - TRADE	468.83					
Invoice Description --> ACRD OFFICE SUPPLIES								
			Total :			1528.75	0.00	1528.75
38354	28-Sep-2015			Issued	189	C		688.30
39438109	01-4-2500-000	PAYABLES - TRADE	688.30					
Invoice Description --> ACRD -OFFICE SUPPLIES \$50.36, EMERGENCY PLANNING \$564.19								
			Total :			688.30	0.00	688.30
			Supplier Total :			2217.05	0.00	2217.05

Supplier 4845								
STAPLES BUSINESS DEPOT #321								
38313	17-Sep-2015			Issued	178	C		333.42
1965236	01-4-2500-000	PAYABLES - TRADE	31.52					
Invoice Description --> SPROAT LAKE - E/A ADMIN								
1972985	01-4-2500-000	PAYABLES - TRADE	301.90					
Invoice Description --> LBA - TONER								
			Total :			333.42	0.00	333.42
			Supplier Total :			333.42	0.00	333.42

Supplier 4885								
SUN COAST WASTE SERVICES								
00108-0014	11-Sep-2015			Issued	172	T		23970.83
135183	01-4-2500-000	PAYABLES - TRADE	23970.83					
Invoice Description --> AUGUST 2015 - AV RECYCLING CONTRACT								
			Total :			23970.83	0.00	23970.83
			Supplier Total :			23970.83	0.00	23970.83

Supplier 4917								
SUPERIOR PROPANE								
38355	28-Sep-2015			Issued	189	C		253.98
7844301	01-4-2500-000	PAYABLES - TRADE	253.98					
Invoice Description --> BWS - PROPANE								
			Total :			253.98	0.00	253.98
			Supplier Total :			253.98	0.00	253.98

Supplier 4920								
FRED SHERRIDGE LTD.								
38314	17-Sep-2015			Issued	178	C		121.62

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 34**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount		
Invoice No.	Account No.	Account Description		Debit	Credit		
000617007	01-4-2500-000	PAYABLES - TRADE		121.62			
Invoice Description --> BCWS - WATER SYSTEM REPAIR							
Total :				121.62	0.00		121.62
38356	28-Sep-2015	Issued	189	C			420.84
000617309	01-4-2500-000	PAYABLES - TRADE		420.84			
Invoice Description --> BCWS - NEW SERVICE							
Total :				420.84	0.00		420.84
Supplier Total :				542.46	0.00		542.46

4955 TAB - CANADA							
38315	17-Sep-2015	Issued	178	C			4336.64
11230886	01-4-2500-000	PAYABLES - TRADE		4336.64			
Invoice Description --> SOFTWARE SUPPORT - SEPT 1, 2015 TO AUG 31, 2016							
Total :				4336.64	0.00		4336.64
Supplier Total :				4336.64	0.00		4336.64

4983 TELUS MOBILITY (BC)							
38357	28-Sep-2015	Issued	189	C			1397.66
20322435176	01-4-2500-000	PAYABLES - TRADE		1397.66			
Invoice Description --> ACRD CELLPHONES							
Total :				1397.66	0.00		1397.66
Supplier Total :				1397.66	0.00		1397.66

4984 TELUS							
38358	28-Sep-2015	Issued	189	C			1972.48
SEP07/15	01-4-2500-000	PAYABLES - TRADE		1972.48			
Invoice Description --> ACRD CONSOLIDATED							
Total :				1972.48	0.00		1972.48
Supplier Total :				1972.48	0.00		1972.48

5001 STERICYCLE COMMUNICATION SOLUTIONS							
00109-0011	23-Sep-2015	Issued	177	T			283.50
150821539101-AJU5	01-4-2500-000	PAYABLES - TRADE		-65.21			
Invoice Description --> ACRD - AJUSTMENT OVERCHARGED ON AUG BILLING							
150821539101	01-4-2500-000	PAYABLES - TRADE		141.75			
Invoice Description --> ACRD - CALL- IN SERVICE - EMPLOYEE SAFETY - SEPT 2015							
150721539101	01-4-2500-000	PAYABLES - TRADE		206.96			
Invoice Description --> ACRD - CALL-IN-SERVICE - EMPLOYEE SAFETY - AUG. 2015							
Total :				283.50	0.00		283.50

ALBERNI-CLAYOQUET REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 35**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Supplier Total :						283.50	0.00	283.50
<hr/>								
5025	TOM HARRIS CELLULAR LTD							
38316	17-Sep-2015		Issued	178	C			509.60
PORTAIN94056	01-4-2500-000	PAYABLES - TRADE				190.40		
Invoice Description --> ACRD - CELL PHONE CASE AND PREPAID								
PORTAIN94300	01-4-2500-000	PAYABLES - TRADE				319.20		
Invoice Description --> LBA - CELL PHONE\$71.25, SB SECURITY CELL PHONE \$213.75								
Total :						509.60	0.00	509.60
Supplier Total :						509.60	0.00	509.60
<hr/>								
5091	TRADEWIND SCIENTIFIC LTD.							
00108-0015	11-Sep-2015		Issued	172	T			2713.20
282-15-BS81	01-4-2500-000	PAYABLES - TRADE				2713.20		
Invoice Description --> AVRA - RUNWAY FRICTION TEST - CAPITAL								
Total :						2713.20	0.00	2713.20
Supplier Total :						2713.20	0.00	2713.20
<hr/>								
5114	TRINEX INTERNET SOLUTIONS INC							
38317	17-Sep-2015		Issued	178	C			157.50
7299	01-4-2500-000	PAYABLES - TRADE				78.75		
Invoice Description --> ACRD COMPUTER - MONTHLY WEB SITE HOSTING								
7349	01-4-2500-000	PAYABLES - TRADE				78.75		
Invoice Description --> ACRD COMPUTER - MONTHLY WEB SITE HOSTING								
Total :						157.50	0.00	157.50
Supplier Total :						157.50	0.00	157.50
<hr/>								
5131	TSESHAHT MARKET							
38318	17-Sep-2015		Issued	178	C			322.42
1892630	01-4-2500-000	PAYABLES - TRADE				106.12		
Invoice Description --> SLVFD - FUEL TRUCK # 41								
1880866	01-4-2500-000	PAYABLES - TRADE				106.30		
Invoice Description --> SLVFD - FUEL TRUCK #43								
1881605	01-4-2500-000	PAYABLES - TRADE				110.00		
Invoice Description --> SLVFD - FUEL TRUCK #47								
Total :						322.42	0.00	322.42
Supplier Total :						322.42	0.00	322.42
<hr/>								
5145	UCLUELET CONSUMERS CO-OP ASSN							
38319	17-Sep-2015		Issued	178	C			694.41
LBA - AUG/15	01-4-2500-000	PAYABLES - TRADE				694.41		
Invoice Description --> LBA - AUGUST FUEL								

170

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 36**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				694.41	0.00	694.41
Supplier Total :				694.41	0.00	694.41

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5186	UCLUELET RENT-IT CENTER					
00109-0012	23-Sep-2015		Issued	177	T	1575.00
21400	01-4-2500-000	PAYABLES - TRADE			1575.00	
Invoice Description --> SALMON BEACH - GARBAGE HAULING AND BIN RENTAL						
Total :				1575.00	0.00	1575.00
Supplier Total :				1575.00	0.00	1575.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5264	VAHAMAKI, TIMO					
38320	17-Sep-2015		Issued	178	C	192.40
SEPT.15/15	01-4-2500-000	PAYABLES - TRADE			192.40	
Invoice Description --> BUILDING INSPECTION - RECRUITMENT REIMBURSEMENT						
Total :				192.40	0.00	192.40
Supplier Total :				192.40	0.00	192.40

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5279	VAN ISLE FORD SALES LTD.					
38321	17-Sep-2015		Issued	178	C	145.28
RH30368	01-4-2500-000	PAYABLES - TRADE			145.28	
Invoice Description --> BCWS - SPECIALIZED SERVICE F250						
Total :				145.28	0.00	145.28
Supplier Total :				145.28	0.00	145.28

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5309	VANCOUVER ISLAND TREE SERVICE					
38268	08-Sep-2015		Issued	173	C	27725.25
1903	01-4-2500-000	PAYABLES - TRADE			10410.75	
Invoice Description --> LBA - RUNWAY CLEARING - CAPITAL						
1977	01-4-2500-000	PAYABLES - TRADE			17314.50	
Invoice Description --> LBA - RUNWAY CLEARING - CAPITAL						
Total :				27725.25	0.00	27725.25
Supplier Total :				27725.25	0.00	27725.25

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
5375	DISTRICT OF UCLUELET					
38322	17-Sep-2015		Issued	178	C	22900.00
2015EMGPLAN	01-4-2500-000	PAYABLES - TRADE			2000.00	
Invoice Description --> 2015 LONG BEACH EMERGENCY PLANNING						
2015SLBBP	01-4-2500-000	PAYABLES - TRADE			7000.00	
Invoice Description --> 2015 SOUTH LONG BEACH MULTI-PURPOSE PATH CONTRIBUTION						
2015SLBFP	01-4-2500-000	PAYABLES - TRADE			13900.00	
Invoice Description --> 2015 SOUTH LONG BEACH FIRE PROTECTION						

ALBERNI-CLAYOQUO REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100

Date : Oct 07, 2015

Page : 37

Time : 8:47 pm

Supplier : 0003 To Z4209
 Trans. Date : 01-Sep-2015 To 30-Sep-2015
 Cheque Date : 01-Sep-2015 To 30-Sep-2015
 Cheque No. : All
 Batch No. : All

Bank : 1 To 3
 Status : All
 Medium :
 M=Manual C=Computer R=Credit 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 :				22900.00	0.00	22900.00
Supplier Total :				22900.00	0.00	22900.00

5401	TD VISA (BCVFD)M. KOBUS					
38359	28-Sep-2015		Issued	189	C	37.55
SEPT08/15	01-4-2500-000	PAYABLES - TRADE			37.55	
Invoice Description --> BCVFD - TRAINING						
Total :				37.55	0.00	37.55
Supplier Total :				37.55	0.00	37.55

5405	TD VISA (SLVFD)					
38360	28-Sep-2015		Issued	189	C	208.73
SEPT05/15	01-4-2500-000	PAYABLES - TRADE			208.73	
Invoice Description --> SLVFD - TRAVEL \$208.73						
Total :				208.73	0.00	208.73
Supplier Total :				208.73	0.00	208.73

5410	TD VISA					
38361	28-Sep-2015		Issued	189	C	932.24
SEPT08/15	01-4-2500-000	PAYABLES - TRADE			932.24	
Invoice Description --> ACRD - \$31.45, WCLF \$50.39, DIRECTORSTRAVEL \$768.65, LBA \$81.75						
Total :				932.24	0.00	932.24
Supplier Total :				932.24	0.00	932.24

5423	WALCO INDUSTRIES LTD.					
00109-0013	23-Sep-2015		Issued	177	T	594.31
29631	01-4-2500-000	PAYABLES - TRADE			594.31	
Invoice Description --> BCWS - WATER LINE BREAK						
Total :				594.31	0.00	594.31
00111-0015	30-Sep-2015		Issued	188	T	506.10
29722	01-4-2500-000	PAYABLES - TRADE			506.10	
Invoice Description --> BCWS - NEW CONNECTION						
Total :				506.10	0.00	506.10
Supplier Total :				1100.41	0.00	1100.41

5432	WALLACE TECHNICAL LTD.					
38362	28-Sep-2015		Issued	189	C	304.50
20150913	01-4-2500-000	PAYABLES - TRADE			304.50	
Invoice Description --> BCWS - VIBRATION ANALYSIS - STRICK RD PUMPHOUSE						

ALBERNI-CLAYOQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 38**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Total :						304.50	0.00	304.50
Supplier Total :						304.50	0.00	304.50

5454	WATSON, ERICA							
38323	17-Sep-2015		Issued	178	C			180.00
AUG10/15	01-4-2500-000	PAYABLES - TRADE				180.00		
Invoice Description -->		AVLF - ADVERTISING \$90, PLANNING \$90						
Total :						180.00	0.00	180.00
Supplier Total :						180.00	0.00	180.00

5459	WAVELENGTH ELECTRIC LTD.							
38269	08-Sep-2015		Issued	173	C			871.69
382	01-4-2500-000	PAYABLES - TRADE				263.73		
Invoice Description -->		MWS - RESERVOIR CLEANING - CAPITAL						
381	01-4-2500-000	PAYABLES - TRADE				607.96		
Invoice Description -->		LBA - WATER SYSTEM MAINTENANCE						
Total :						871.69	0.00	871.69
Supplier Total :						871.69	0.00	871.69

5533	WINDSOR PLYWOOD (PORT ALBERNI)							
38363	28-Sep-2015		Issued	189	C			68.74
172602	01-4-2500-000	PAYABLES - TRADE				68.74		
Invoice Description -->		EMERGENCY PLANNING - MAINTNENANCE						
Total :						68.74	0.00	68.74
Supplier Total :						68.74	0.00	68.74

5543	WL SOLUTIONS LTD							
00109-0014	23-Sep-2015		Issued	177	T			1212.75
2156	01-4-2500-000	PAYABLES - TRADE				1212.75		
Invoice Description -->		BCWS - STRICK RD PROGRAMMING						
Total :						1212.75	0.00	1212.75
Supplier Total :						1212.75	0.00	1212.75

5861	PIONEER BOAT WORKS							
38324	17-Sep-2015		Issued	178	C			740.29
SEPT.17/15	01-4-2500-000	PAYABLES - TRADE				740.29		
Invoice Description -->		AVLF - TO REFUND PAYMENT APPLIED TO WRONG ACCOUNT						
Total :						740.29	0.00	740.29

ALBERNI-CLAYQUOT REGIONAL DISTRICT
Cheque Register - Detail - Supp.



AP5100 **Page : 39**
Date : Oct 07, 2015 **Time :** 8:47 pm
Bank : 1 To 3
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0003 To Z4209
Trans. Date : 01-Sep-2015 To 30-Sep-2015
Cheque Date : 01-Sep-2015 To 30-Sep-2015
Cheque No. : All
Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Supplier Total :				740.29	0.00	740.29

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
9999 DRAFT PURCHASE - RAMSAY LAMPMAN RHODES - IN TRUST						
38325	25-Sep-2015		187	C	485416.37	
DL105	01-4-2500-000	PAYABLES - TRADE		485416.37		
Invoice Description --> AVLF - LAND PURCHASE						
Total :				485416.37	0.00	485416.37
Supplier Total :				485416.37	0.00	485416.37

Total Computer Paid :	<u>956,297.09</u>	Total EFT PAP :	<u>27,934.13</u>	Total Paid :	<u>1,331,250.87</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>347,019.65</u>		



REQUEST FOR DECISION

To: Board of Directors

From: Andrew McGifford, Acting Manager of Finance/Mgr. of Environmental Services

Meeting Date: October 14, 2015

Subject: Revenue Anticipation Borrowing Bylaw - BC Air Access Program (BCAAP)

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1122, 2015".

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1122, 2015".

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1122, 2015".

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Revenue Anticipation Borrowing Bylaw No. F1122, 2015".

Desired Outcome:

To provide the funds required to complete the Long Beach Airport runway lighting project

Background:

The successful application made in June of 2015 to the BCAAP has provided a tremendous opportunity to install much needed runway lighting infrastructure at the Long Beach Airport. The project will start shortly after board approval.

It is anticipated that the Long Beach Airport runway lighting project will begin this fall, the project was within the 2016 capital expenditures therefore a lawful expenditure. The 2015-19 Financial Plan may need to be amended if completion occurs in the 2015 year. The runway lighting project will put a significant cash demand on the Long Beach Airport's capital reserve which is unable to cover the entire cost of the project.

Time Requirements – Staff & Elected Officials:

Minimal staff time required to initiate borrowing.

Financial:

The \$1.7 million for the project will be expended before we receive the grant funding. There is a need to borrow in the short term must be done through the Municipal Finance Authority short term borrowing program. The current short term lending rate (at time of writing) is 1.30% and the anticipated borrowing is \$1.27 million as set out in the bylaw. The approximate monthly costs of borrowing these funds would be \$1400, although funds are only drawn down as needed in order to minimize borrowing costs.

Staff requests the adoption of the attached bylaw which requires affirmative vote of at least two-thirds of the votes cast in order to be adopted.

Policy or Legislation:

Per the Local Government Act:

821 (1) A board may, by bylaw, provide for the borrowing of money that may be necessary to meet its current lawful expenditures before its revenue, from all sources, to pay for those expenditures has been received.

(2) Money borrowed under this section must be repaid when the anticipated revenue with respect to which the borrowing was authorized is received.



Submitted by: _____
Andrew McGifford, Acting Manager of Finance/Mgr. of Environmental Services



Approved by: _____
Russell Dyson, Chief Administrative Officer

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. F1122, 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



Administrative Memo

To: Board of Directors

From: Russell Dyson, Chief Administrative Officer

Meeting Date: Wednesday, October 14, 2015

Subject: **Appointment Sproat Lake Volunteer Fire Department**

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors receive the results of the Sproat Lake Volunteer Fire Department elections held Tuesday, October 6, 2015 and agree to the appointment of Michael Cann as Fire Chief of the Sproat Lake Volunteer Fire Department for a three year term.

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter of appreciation to Wade Hepp for his service as Fire Chief of the Sproat Lake Volunteer Fire Department for the past three years.

Desired Outcome

To receive the results of the SLVFD members election and appoint the Fire Chief.

Background

The Sproat Lake Volunteer Fire Department held its election for Fire Chief on Tuesday October 6. The election was conducted by myself and Terry-Ann Wynans, the SLVFD administrator. It was determined that there were 28 members qualified to vote. two nominations were received – Michael Cann and Wade Hepp. Three proxies were received and a total of 26 members cast a ballot. the results were as follows:

Michael Cann 14
Wade Hepp 12
no spoiled ballots

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

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

As per Bylaw R1023, Fire Department Operational Criteria Bylaw, 2012, the Board of Directors appoints the Fire Chief by resolution for a term not to exceed 3 years.

Submitted by:



Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Pat Deakin, Economic Development Manager; and
Alex Dyer, Planner

Meeting Date: October 14, 2015

Subject: 2017 Islands Agriculture Show

Recommendation:

THAT the Board of Directors support the application of the Agricultural Development Committee to host the 2017 Islands Agriculture Show (IAS) in Port Alberni and host the 2016 IAS Welcome Reception in Cowichan.

Desired Outcome:

To host the 2017 Island Agriculture Show in Port Alberni to help raise the profile of agriculture in the Alberni Valley and the west coast. The welcome reception at the 2016 Show in Cowichan would be hosted as a means of promoting the 2017 Show in Port Alberni the following year.

Summary:

The Regional District's Agricultural Development Committee would like to host the 2017 Islands Agriculture Show in the Alberni Valley in conjunction with west coast food producers. This will provide an opportunity for the entire region to work together in hosting the Show. The Alberni Valley was given the right of first refusal for the event by the IAS Society Board. The implications of the decision are laid out below.

Background:

The Islands Agriculture Show was brought into being 4 years ago by the economic development organizations in the Cowichan, Comox and Alberni Valleys to support the agricultural sector on Vancouver Island (and the Gulf Islands). At the outset, the intent of the IAS Board was to move the event between the three areas that had invested in it. The first show was held in the then new Cowichan Exhibition Centre and was a huge success both financially as well as raising the profile of agriculture on the Island.

In part because of its success and in part because neither of the Comox or Alberni Valleys pressured to host it, the second Show was held again in Cowichan. The third Show (2015) was held in the Comox Valley. Neither the second nor third shows were as financially successful as the first.

The IAS Board is, at this point, more interested in giving farmers in each of the regions a better opportunity to attend the educational sessions than in making money. The Board is also more interested in giving residents and school-children in each area an opportunity to see what's going on in the agricultural sector.

Time Requirements – Staff & Elected Officials:

Staff in Cowichan and Comox have provided the following estimates of staff time required to organize and host the event:

- 1) Cowichan
 - They provided the IAS Society with two contact people; one 'facilities' person and one 'point' person.
 - Both contact people invested a couple of hours each week for 3 months in advance of the show.
 - The facilities person attended to all matters pertaining to the venue(s)
 - The point person attended IAS Board meetings, assisted with promotion, found suppliers, organized volunteers and other.
 - Their economic development office arranged a tour for the Minister of Agriculture on the first day of each Show.

- 2) Comox
 - Their economic development office arranged a tour for the Minister of Agriculture on the first day of the event, hosted media and VIPs, invested time in social media outreach and phone calls (assisting IAS in the recruitment of booth rentals and workshop participants) in the months leading up to the event.
 - One of the tourist staff members from within the economic development office went to every school in the Valley well in advance of the event with a personal invitation to bring students to the show and arranged farm tours.
 - In total they estimate that the equivalent of a half-time person was required for two months.

- 3) Common to both communities
 - Host community needs to provide ~ 30 volunteers for the days of the show and they need to be trained beforehand.
 - The IAS contracts a staff person part time; she lives in Cowichan and provided a considerable amount of assistance to both Show venues as per her contract. Assistance to the Alberni Valley would similarly be provided.

The members of the ACRD Agricultural Development Committee (ADC) have pledged their assistance in organizing the Show. The ADC passed a resolution at their June 23, 2015 meeting to support the application to host the 2017 IAS in Port Alberni. It is hoped that the contracted Agricultural Support Workers may be of assistance with the Show arrangements leading up to the event should their contract be renewed. The City of Port Alberni Economic Development Office would also commit time to the organizing the show.

Based on the estimates provided by Cowichan/Comox and the support provided by the half time staff person contracted to the Islands Agriculture Show, it is estimated that the organization of the event will require the equivalent of two people working half time (0.5 FTE) for 2.5 months leading up to the event in February 2017 with a promotional budget of \$5,000. There are challenges specific to the Alberni Valley. Both the Cowichan and Comox Valleys have larger farming communities within easy travelling distance. There will be challenges for the Alberni Valley to attract exhibitors and guests from out of town. This will need to be overcome by increasing resources – financial and staff time – in promotional content.

Financial:

The financial commitment to host the event in February 2017 would principally be the cost of staff time required. In addition to the staff costs, there may be some associated hard costs. Cowichan Valley took out a bronze sponsorship (\$1,500) in each of their shows in order to have their logo used prominently throughout the event. If we are hosting the 2017 show, we are also being given the opportunity to host the welcome reception at the 2016 show in Cowichan. Last year Comox paid the Comox Valley Agriculture Society \$2,500 to organize the opening reception which subsidized the cost of food and beverages. It is anticipated that hosting the welcome reception at the 2016 event would cost around \$2000-\$2500.

There would be an economic benefit for hosting the event in the community. The host community benefits from 50-70 hotel rooms used by the exhibitors as well as any spinoff generated from hosting upwards of 1,500 people in the community to attend the event. There were 1,500 attendees in Cowichan in 2014 and 1,200 attendees in Comox in 2015. In past experience, roughly 60% of the attendees at the Show have been from the local area.

In a worst case scenario, if the event were to lose money financially, the financial losses would be borne by the Island Agriculture Show Society and not the ACRD.


Policy or Legislation:

The Alberni Valley Agriculture Plan, which was adopted by the Board in 2011, sets out goals, objectives and action items to support agriculture in the region. One of the twelve primary goals established in the plan is to increase consumer education and outreach. The Agricultural Development Committee and planning staff have done a lot of work over the past couple years

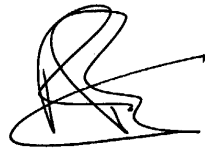
to increase the profile of agriculture in our region and hosting this event locally would help take public awareness of the agricultural industry and food security to the next step.

Options Considered:

- 1) Pass on the opportunity to host the Show in 2017.
- 2) Request that the Alberni Valley be given the opportunity to be the Feature Farming Community at the 2016 or 2017 Show. We were the Feature Farming Community in 2013 which included hosting the welcome reception with local products, prominent advertising, exclusive signage and welcome message.

Submitted by: 

Alex Dyer, Planner


Reviewed by: _____
Russell Dyson, Chief Administrative Officer



Islands Agriculture Show 2017
Community Hosting
Request for Proposal

Submit to:

Islands Agriculture Show Society
PO Box 21057, Duncan Village PO,
Duncan, BC
V9L 0C2

Background

The Islands Agriculture Show (IAS) was created as a way to educate the farming community on Vancouver Island and provide a venue for farmers to network and share ideas. A group of individuals representing agricultural interests from Comox, Port Alberni and the Cowichan Region came together to discuss putting on an island wide agricultural show. The Island Forage Committee had been putting on a one day show on a yearly basis and felt their show needed to change and were excited to become part of the first organizing committee. This group of dedicated individuals worked to obtain seed funding from the Investment Agriculture Foundation to support the first show which was held in 2012 at the Cowichan Exhibition Park in Duncan, BC. In October of 2012, the IAS became a non-profit society run by an eight-member Board of Directors. The Board of Directors is made up of representatives from across Vancouver Island. The show is totally self-sustaining and receives no government funding.

The IAS is a two day event that has a welcome reception (on the Friday night), trade show and conference sessions. The show is usually scheduled one to two weeks after the Pacific Agriculture Show in the month of February. The show typically attracts around 1500 people over the two days and had 14-16 conference sessions.

General Information

Show hours

The trade show runs from 8:30 am – 4:00 pm Friday and 8:30 am- 3:00 pm Saturday. The conference sessions run from 9:00 am- 4:00 pm Friday and Saturday. The show usually does not run on a Sunday.

Set up/tear down times

Set up time for the trade show is the day before and provision is usually made for tear down to extend to the day after the show, if possible.

The following guidelines will assist in preparing your proposal to host the Islands Agriculture Show. These are just guidelines and the submission may include elements that have not been in previous shows. The IAS Board understands that not all communities have optimal venues to host the show and this will be taken into consideration in the evaluation process. The important thing to remember is to keep the original intent of the show which is to educate the farming community.

Venue Guidelines

Please identify the potential venue for the show. More than one venue may be proposed to accommodate all the elements of the show. Please provide a map or schematic of the venue components as they relate to each other. For example, a map that would show buildings and identify the trade show area, conference area, parking, outdoor display area and any other relevant structures and features.

Conference Guidelines

- location of conference rooms
- how many people can a room comfortably fit

Trade Show Guidelines

- Potential number of booth spaces
- Types of businesses that are potential exhibitors
- List of local businesses that are potential exhibitors

Facility Guidelines

- Washroom facilities- location and number of stalls for men/women
- Food/concession – kitchen facilities
- Rentals- tables, chairs, podium, microphones, lap tops, projectors
- Parking and outdoor displays

Volunteer Guidelines

The Islands Agriculture Show relies on volunteers to fulfill a number of duties during the show and the host community will be responsible for supplying up to 20 volunteers for the two days. Volunteers are required for parking, conference room monitors, registration desk, conference room clean up. Please indicate how many volunteers you will be able to recruit. In addition, the host community must provide a representative who will attend all meetings leading up to the show starting in June 2016. The IAS Board holds monthly meetings in Nanaimo but will hold two of their monthly meetings in the host community before the show in February 2017.

Welcome Reception

The Islands Agriculture Show has a welcome reception the first evening of the show. This is a great way to showcase a community's agricultural assets and usually includes local food and drink. This activity is the responsibility of the host community.

Marketing/Promotion

The communications plan is developed by the IAS Executive Director in consultation with the host community. All correspondence, promotion, signage and advertising must show the IAS logo and must be approved by the Show Manager. There will be other requirements related to recognition of sponsors which will be coordinated by the Show Manager.

Financials

The Islands Agriculture Show Board of Directors and the Show Manager develop the budget and set all pricing for the show. Revenue streams fall into four categories: sponsorship, exhibitor fees, conference fees and general admission. The Islands Agriculture Show Society Board or the Show Manager will approve all contracts connected to the show and the host community may not enter into any agreement connected to the show without permission from IAS Board or staff. The Show Manager or a member of the Board with authorized signing authority must sign all contracts. If the host community wishes to use their own funding resources for a particular activity related to the show, they must get permission from the Show Manager for that activity.

Pre-Show Activities

Communities are encouraged to organize pre-show activities that can showcase your region for agriculture. Examples may include a media fam tour or a farm tour. Communities must have any pre-show activities approved by the IAS Board.

IAS Board Responsibilities	Host Community Responsibilities
Welcome Reception and selection of speakers (with input from Host Community)	Dedicated staff person in place and attends all monthly Board meetings leading up to the show
Conference topics, speakers, speaker agreements	Identification of local suppliers for Board consideration
Managing the financials and budget for the show and signs all contracts in relation to the show	Local promotion- editorial and other free media
Provides staff person (Show Manager) who will oversee all aspects of the show	Coordination of facilities and welcome reception (if sponsoring)
	Input into conference topics and speakers

Instructions for Submitting Proposals

A community Chamber of Commerce, farmers institute, economic development organization, or local government may take the lead in organizing the submission to the Islands Agriculture Show Society in consideration of hosting the Islands Agriculture Show. IAS encourages local organizations to work together to submit a joint proposal and the IAS Board of Directors will be looking at the level of support from the community's agricultural sector in determining a successful application.

Please submit your proposal, along with the application form and any letters of support to:

Islands Agriculture Show Society,
 PO Box 21057, Duncan Village PO,
 Duncan, BC, V9L 0C2

Applications may be emailed to: klachman@cvrd.bc.ca or faxed to 250-746-7801.



ISLANDS Vancouver Island, BC **AGRICULTURE SHOW**

Community Hosting Application

Name of Applicant: _____

Address: _____

Phone: _____ Email: _____

Main Contact Person: _____

Phone: _____ Email: _____

Address of Host Venue: _____

Please accept our application to host the Islands Agriculture Show in the year 2017.

Authorized Signature

Date



Development Variance Application

DATE: September 28, 2015

ACRD FILE NO.: DVC15009

APPLICANTS: Dave and Linda Forstved

LEGAL

DESCRIPTION: LOT 21, SECTION 49, CLAYOQUOT DISTRICT, PLAN VIP59320

LOCATION: 1136 Front Street, Salmon Beach

ELECTORAL AREA: "C" Long Beach

APPLICANT'S INTENTION: The applicants intend to build a cabin and shed on a vacant waterfront property at Salmon Beach. The cabin would have a maximum building height of 21 feet from existing grade to peak of the flat roof.

Recommendation:

THAT the Board of Directors pass a resolution to consider issuing development variance DVC15009 subject to the issuance of a Development Permit to satisfy the requirements of the South Long Beach OCP.

Development Variance DVD15009:

- i. Development variance of Section 143.3(10) of the ACRD Zoning Bylaw No. 15 to increase the required maximum cabin height from 18 feet to 21 feet.

Procedure: Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the development variance permit. If the Board is considering denying the application, it is the Board's policy to defer a decision on the permit and invite the applicants to make a delegation at the following Board meeting.

DVC15009

Observations:

- i. **Status of Property:** The property is located on the waterfront at Salmon Beach and is +/- 0.34 acres in size. The lot is vacant apart from a recreational vehicle parked alongside the access easement. The property is accessed from an easement area that dissects seven neighbouring properties in the immediate area. The easement area connects with the public road Front Street at the bottom of the Saratoga Street right-of-way. The property slopes down sharply away from the Front Street road right-of-way down to the access easement and from the access easement east to the ocean the property slopes down more gradually.

There appears to have been some historical land alteration on this property and the neighbouring lots to build up level areas. There is a retaining wall on the subject property built with logs and large boulders directly adjacent to the natural boundary of the ocean that is backfilled with fill material to make a level area of land.

The building area has been excavated already consisting of a large cutout of the bank abutting the access easement. The excavation drops down +/- 10 feet from the access easement and the building site is relatively level from that point out to the backfilled retaining wall at the waterfront edge of the property.

The entire property has been recently cleared of vegetation with the exception of a portion of scrub brush, small deciduous trees adjacent to the trailer and a couple smaller cedar trees.

- ii. **Services**

- a. **Sewage Disposal:** Community pump and haul sewage system.
- b. **Water Supply:** Individual water tank.
- c. **Fire Protection:** Not within a fire protection area.
- d. **Access:** The easement that provides access to this property is registered on the property titles of Lots 18-24 to provide public access to each lot as Front Street within the legal right-of-way is undevelopable due to topography.

- iii. **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The South Long Beach OCP designates the property as "Salmon Beach Neighbourhood". The OCP also designates two Development Permit Areas that impact development on this property: DPA III – Coastal Riparian Areas Protection and DPA IV – Natural Hazard Areas Protection.

DVC15009

Development Permit Area III – Coast Riparian Areas

Development Permit Area III includes land extending a distance of 30 metres from the natural boundary of the sea. This designation is intended to minimize the disturbance of marine foreshore areas, stabilize marine foreshore slopes and protect the ecological integrity of these areas.

There is a covenant registered on the property that establishes a 517 m² covenant area adjacent to the waterfront where no building, no vegetation removal and no land alteration may take place. The depth of this covenant area from the natural boundary of the sea is 23.5 metres along the south lot line and 20.02 metres along the north lot line.

The site plan for the proposed cabin and shed shows both structures abutting directly up to the covenant line. This results in both the cabin and shed being sited 20-23 metres from the natural boundary of the sea and within the required 30 metre coastal riparian area.

Further to this, a site visit on August 07, 2015 confirmed that the entire property has been recently cleared of vegetation including the 30 metre coastal riparian area and the covenanted area requiring no vegetation removal. There are trees in the retaining wall that appear to have been felled within the recent past and an orthophoto from 2012 suggests that the property was partly treed at that time. Any land alteration or vegetation removal was done in contravention of the covenant registered in favour of the ACRD and DFO and done without a Development Permit as required by the South Long Beach OCP.

A Development Permit application will be required to satisfy the requirements of DPA III – Coast Riparian Areas. This will involve a report from a Professional Biologist which will include a biophysical assessment of the site and prescribe any protective measures to preserve, protect, restore or enhance habitat. The riparian area will need to be assessed to determine a replanting and restoration plan that will be referred to the Department of Fisheries and Oceans for their approval.

Development Permit IV – Natural Hazard Areas Protection

Development Permit Area IV relates to upland areas located within a horizontal distance of 30 metres from the sea and within an elevation of 4 metres above the natural boundary of the sea. The intention of this designation is to protect development from hazardous conditions including tsunami inundation.

The building plans submitted with the application show the proposed cabin and shed sited 20-23 metres from the natural boundary of the sea. Correspondence received from the applicant indicates that the bottom of their excavation is at an

DVC15009

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) and "F" (Cherry Creek)

elevation of 3.18 metres above sea level.

The applicants have submitted a report from Lewkowich Engineering Associates dated May 4, 2015 which details the bearing soils and footing grade for the excavation. The report from the Geotechnical Engineer must be updated to include an assessment of the building plans for tsunami risk. The report must certify that the land is safe for the intended use of a seasonal cabin and may prescribe geotechnical works to mitigate the risk.

A Development Permit application to satisfy the requirements of “DPA III – Coast Riparian Areas” and “DPA IV – Natural Hazard Areas Protection” will be required. The Development Permit will be brought forward to the Board for consideration should the Board proceed with the variance application.

- c. **Zoning:** The property is zoned Marine Recreation (MR) District. On this property the zoning permits one (1) cabin not exceeding 768 square feet in floor area on the main floor and one (1) storage building not exceeding 160 square feet in floor area. The required building setbacks are 20 feet from the front, 20 feet from the rear and 10 feet from the side lot lines. The maximum height for a cabin is 18 feet from average natural grade to the peak.

The building elevation drawings submitted with the application show a proposed building elevation of 21 feet from existing road grade to the peak of the cabin flat roof. The plans show existing grade as being level across the entire footprint of the structure while the neighbouring land would suggest that natural grade actually sloped down away from the access easement to the natural boundary of the ocean. The site has already been excavated and may have been historically altered as well which makes it difficult to determine the natural grade.

The Board has considered two Development Variance applications over the past four years to increase the maximum height for a cabin at Salmon Beach. In both cases, the variances were supported by staff and the Board and were issued to increase the permitted height from 18 feet to 21 feet. In this case, the property owners have been made aware that staff may not be supportive of an increase in the maximum permitted height to anything greater than 21 feet.

Planning Staff would be supportive of a cabin height of 21 feet from average natural grade to the cabin peak. This height would have minimal impact on the neighbouring properties and the structure will meet the intent of the Marine Recreation (MR) District zoning as a recreational residential community while giving some building flexibility across varying topography.

DVC15009

Comments: The property owners are intent on building a concrete structure and their application states that 9 foot ceilings are required to accommodate the necessary in floor mechanical systems and for visual aesthetics. The additional height comes from the built up foundation and the roof structure to come up with a building height of 21 feet.

Staff have been supportive in the past of variances at Salmon Beach for building heights up to 21 feet in certain circumstances. In this case, the increase in building height will have a minimal impact on the neighbours and while the construction is unique, the cabin would generally fit within the character of the community.

A 21 foot height would be supported for this property provided that the following conditions are met:

- i. A Development Permit is issued by the Board to satisfy the requirements of “DPA III – Coast Riparian Areas” and “DPA IV – Natural Hazard Areas Protection”. A report from a Registered Professional Biologist will be required for the Coastal riparian area DP and we will require a riparian area restoration and replanting plan to be included in the report. The report from the Geotechnical Engineer also needs to be updated to certify that the proposed construction is safe for the intended use as a seasonal cabin with respect to the tsunami inundation risk.
- ii. The biologist report and the planning staff report will be referred to the Department of Fisheries and Oceans for their review. DFO is named in the covenant registered on title that requires no vegetation removal within an area established along the waterfront portion of the property which has been recently cleared.

Submitted by:



Alex Dyer, Planner

Reviewed by:



Mike Irg MCIP, Manager of Planning and Development

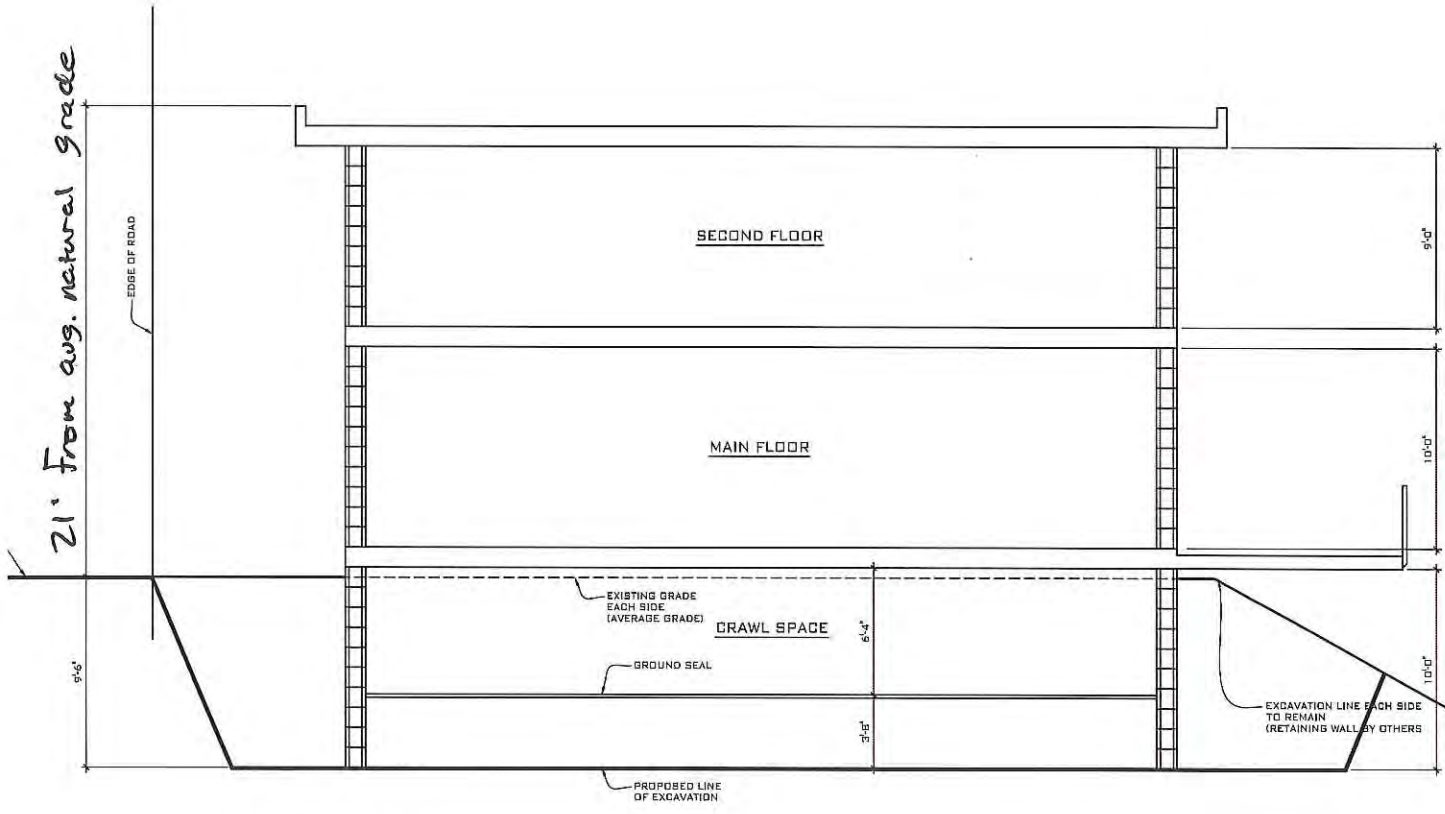


Russell Dyson, Chief Administrative Officer

DVC15009

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) and "F" (Cherry Creek)

21' from avg. natural grade



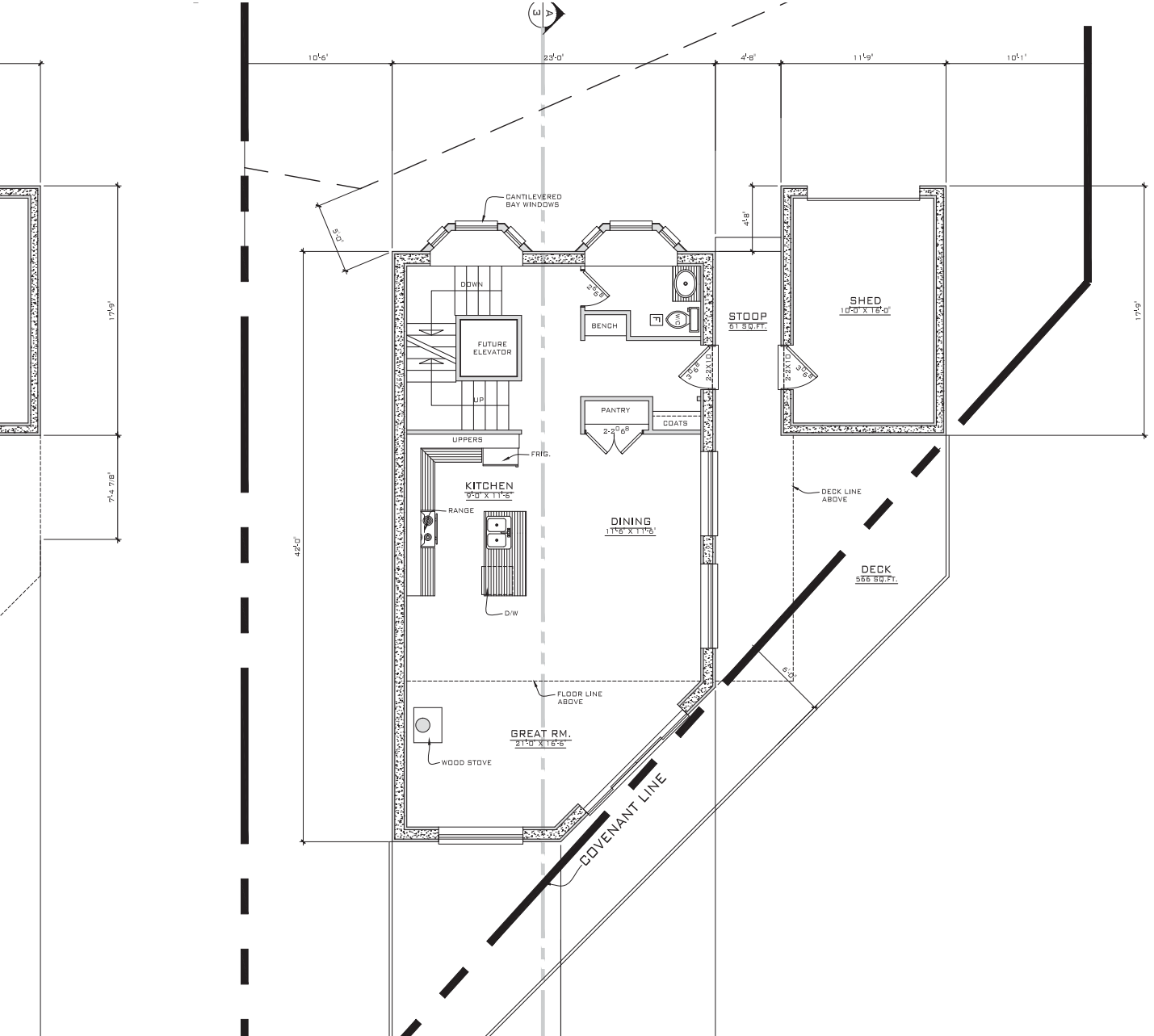
SECTION A
2
 SCALE: 1/4" = 1'-0"

BY	
DATE	
REVISIONS	

Variance Set

Wilson

The contractor shall be responsible for verifying and certifying that the information on this drawing shall be correct or true.



DATE	REVISIONS
MAY 14 15	REVISED AS PER REQUEST

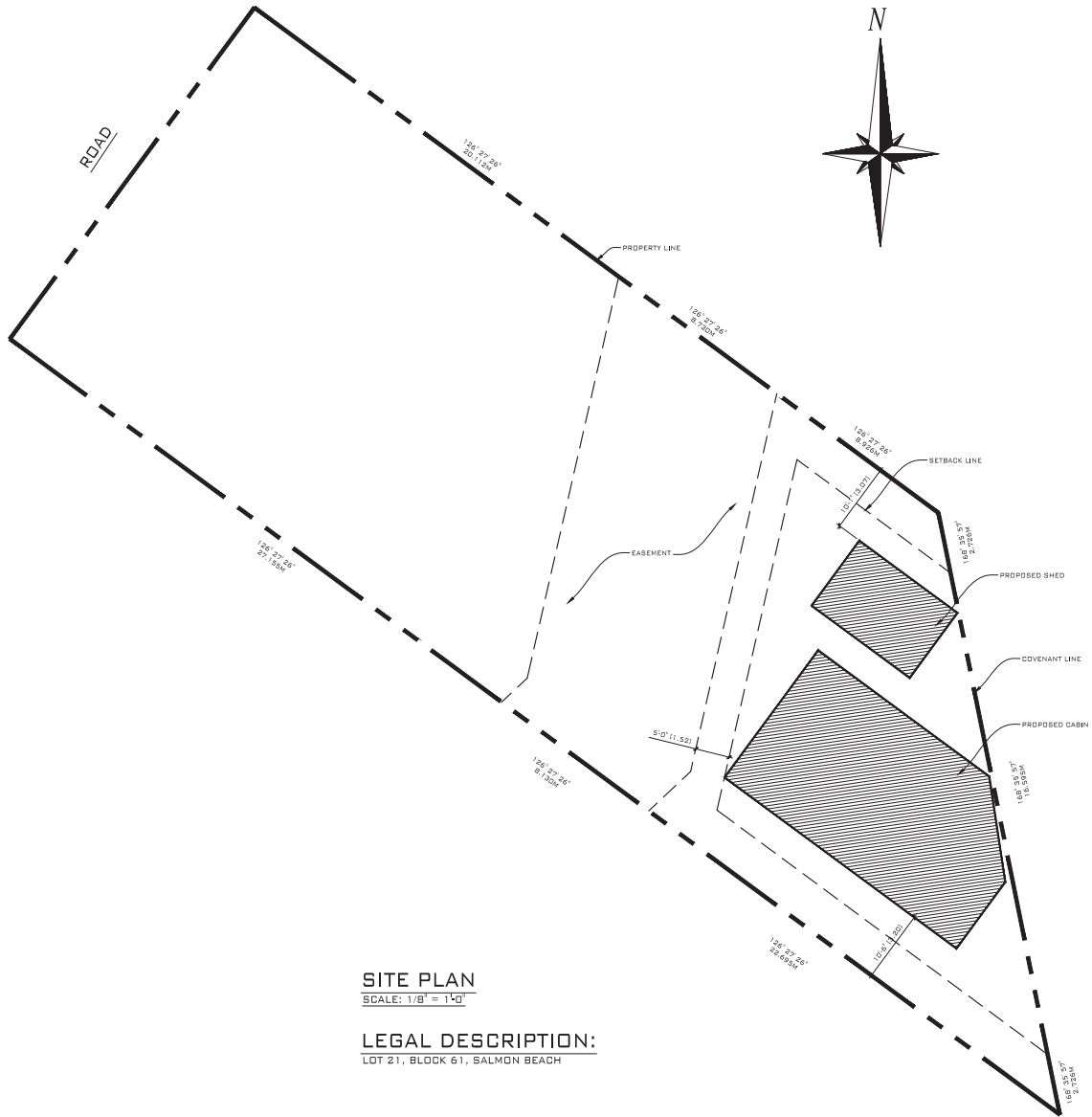
Variance Set

Wilson Design

4525 - 202 St. James Blvd
 Suite 100
 St. James, MO 64502
 Phone: 644-550-8889
 Fax: 644-550-8890
 Email: info@wilsondesign.com
 Website: www.wilsondesign.com
 Custom Homes & Addition, Commercial, Farm, Design & Planning

The contractor (builder) is held responsible for checking and verifying all dimensions on this drawing. Any discrepancies shall be reported immediately to Wilson Design for corrections and / or interpretation.

This drawing is considered proprietary. It is not to be reproduced, nor is the information thereon to be used to produce products, unless written consent is first obtained from Wilson Design.



SITE PLAN
 SCALE: 1/8" = 1'-0"

LEGAL DESCRIPTION:
 LOT 21, BLOCK 61, SALMON BEACH







TECHNICAL MEMO

David Forstved
45750 Alder Avenue
Chilliwack, BC
V2R 4E3

File: F0960.01
Date: May 4, 2015

ATTENTION: Mr. David Forstved

PROJECT: 1136 (LOT 21) FRONT STREET, SALMON BEACH, BC
SUBJECT: GEOTECHNICAL SITE OBSERVATIONS – BEARING SOILS AND FOOTING GRADE

1. As requested, Lewkovich Engineering Associates Ltd. (LEA) attended the above noted property on July 25, 2013, and April 23, 2015 to observe and comment on subgrade bearing soils, the placement and compaction of engineered fill materials, and general footing conditions as each relates to the support of a new permanent single-family residence.
2. LEA understands the proposed multi-storey single-family residence will have a building footprint of approximately 1000sq/ft, and be comprised of a concrete foundation system and concrete superstructure.
3. During the July 25, 2013 site visit, LEA conducted a test-pitting investigation using a Hitachi Zaxis 225LC excavator provided by Stalker Excavating Ltd. The test pitting investigation revealed a significant volume of fill materials consisting of organic silt and sand, organic debris (logs, roots, woody debris), with blue clay, sand, silt, and gravel (approximately 4.5m to 5.0m in thickness), overlying bedrock.
4. LEA recommended removal of the unsuitable fill materials to reveal a naturally deposited, inorganic subgrade, or bedrock.
5. LEA reviewed pictures submitted by the client on July 30, 2013, showing the contractor had removed the majority of the unsuitable materials throughout the building envelope. The excavation revealed exposed bedrock along the north and west extents of the excavation. LEA understood the project was then put on hold.
6. As requested, LEA revisited the site on April 23, 2015 to observe the current soil conditions and to provide geotechnical recommendation for the siting of the proposed single-family residence.

Client: David Forstved
Project: 1136 (Lot 21) Front Street, Salmon Beach, BC
File #: F0960.01
Date: May 4, 2015
Page: 2 of 3



7. LEA directed the contractor to remove saturated, loose gravelly sand, with some silt at the bottom of the excavation to reveal a suitable bearing surface consisting of dense, gravelly sand, including exposed bedrock (approximately 4.5m below road grade).
8. As undisturbed bedrock was encountered above the desired footing elevation, rock-breaking by means of an excavator-mounted rock hammer was required to manipulate site conditions. The exposed bedrock was broken to the desired footing elevation of approximately 3.0m below existing road grade. As the lower, southern portion of the building area was uneven and below the desired footing elevation, structural fill was placed to reach the desired level footing grade and create a building area more conducive to footing construction.
9. LEA approved the well-graded 300mm diameter minus broken rock rubble for use as structural fill. The general placement procedure consisted of placing and grading the material into 300mm to 450mm lifts (as measured loose), followed by compaction using an excavator-mounted hoe-pac. This process was repeated as required until the desired footing elevation was reached. Total fill thicknesses ranged from approximately 0.9m to 1.1m in areas of structural support.
10. Based on the field reconnaissance and a desktop review of available information, it is the opinion of LEA that the defined oceanic flood level is the only aspect, or potential geotechnical hazard, within the proposed development area.
11. Section 6.2(b) of the Alberni-Clayoquot Regional District (ACRD) "Consolidated Zoning By-Law," dated September 19, 2014, states: "no building shall be constructed on ground surface less than 0.609 meters [2 feet] above 200 Year flood level (other than flood caused by tsunami) where it can be determined, or, where it cannot be determined, 3.048 meters [10 feet] above the natural boundary of a lake or any other natural water course in the immediate flood hazard area."
12. LEA understands the subject lot was recently surveyed by All Surveys, of Tofino, BC. Based on the survey information provided, we understand the footing elevation (top of structural fill) is 3.18m above the Present Natural Boundary (PNB) of the foreshore. This footing elevation

Client: David Forstved
Project: 1136 (Lot 21) Front Street, Salmon Beach, BC
File #: F0960.01
Date: May 4, 2015
Page: 3 of 3



exceeds the ACRD requirement 3.048m above the PNB.

13. It is the opinion of LEA that the observed subgrade soil conditions and structural fill materials will provide a suitable base of support for the proposed construction (permanent single-family residence).
14. Lewkowich Engineering Associates Ltd. appreciates the opportunity to be of service on this project. If you have any comments, or if we can be of further assistance, please contact us at your convenience.

Respectfully Yours,
Lewkowich Engineering Associates Ltd.



Paul Fraser, B.A., C.Tech
Technician



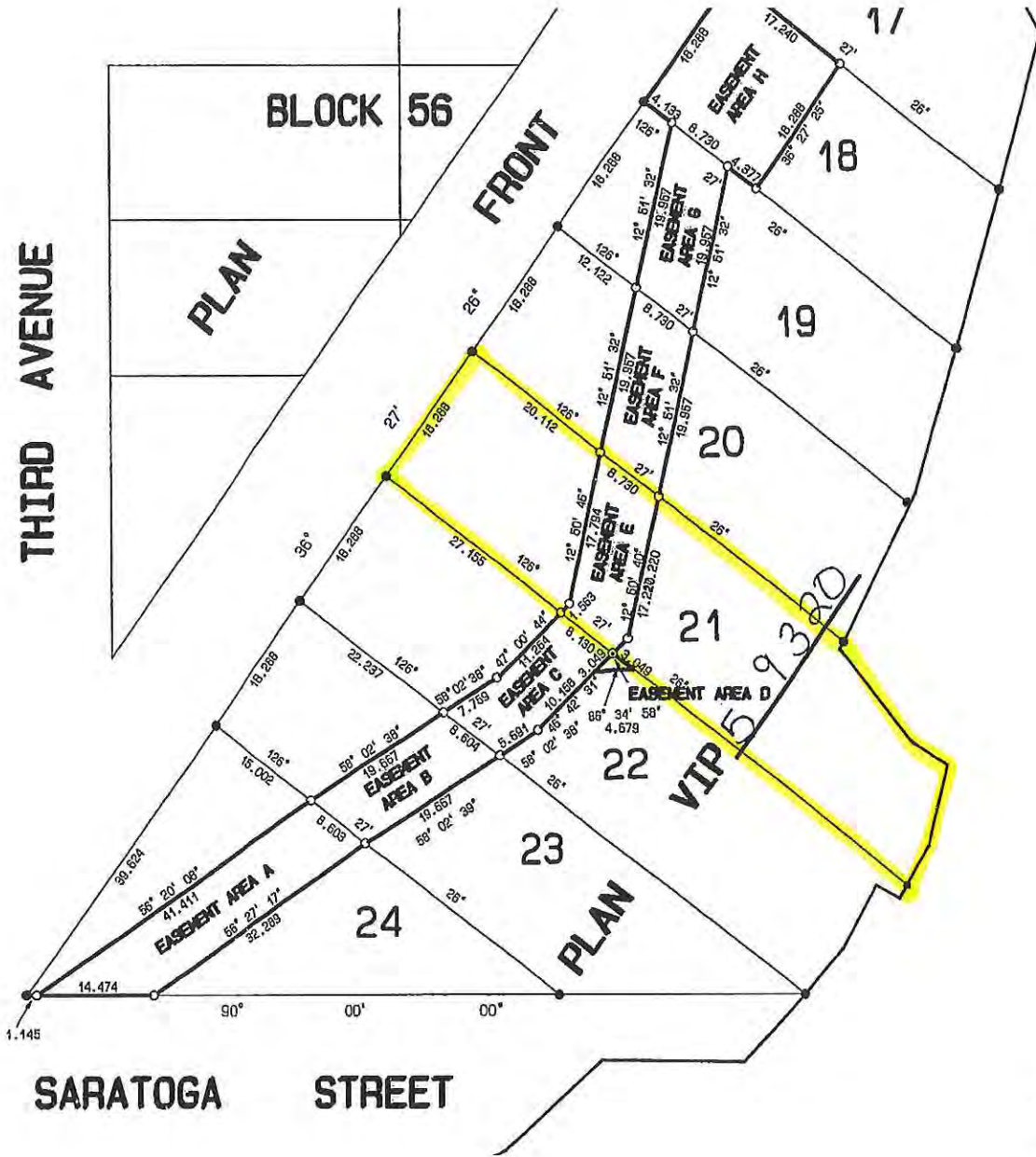
Chris Hudec, M.A.Sc., P.Eng.
Senior Project Engineer

THIRD AVENUE

BLOCK 56

PLAN

FRONT



SARATOGA STREET

BOOK OF	
EASEMENT AREA	LOT
H	LOT 18
G	LOT 19
F	LOT 20
E	LOT 21
D	LOT 22
C	LOT 23
B	LOT 24
A	LOT 24

05-AC-R6

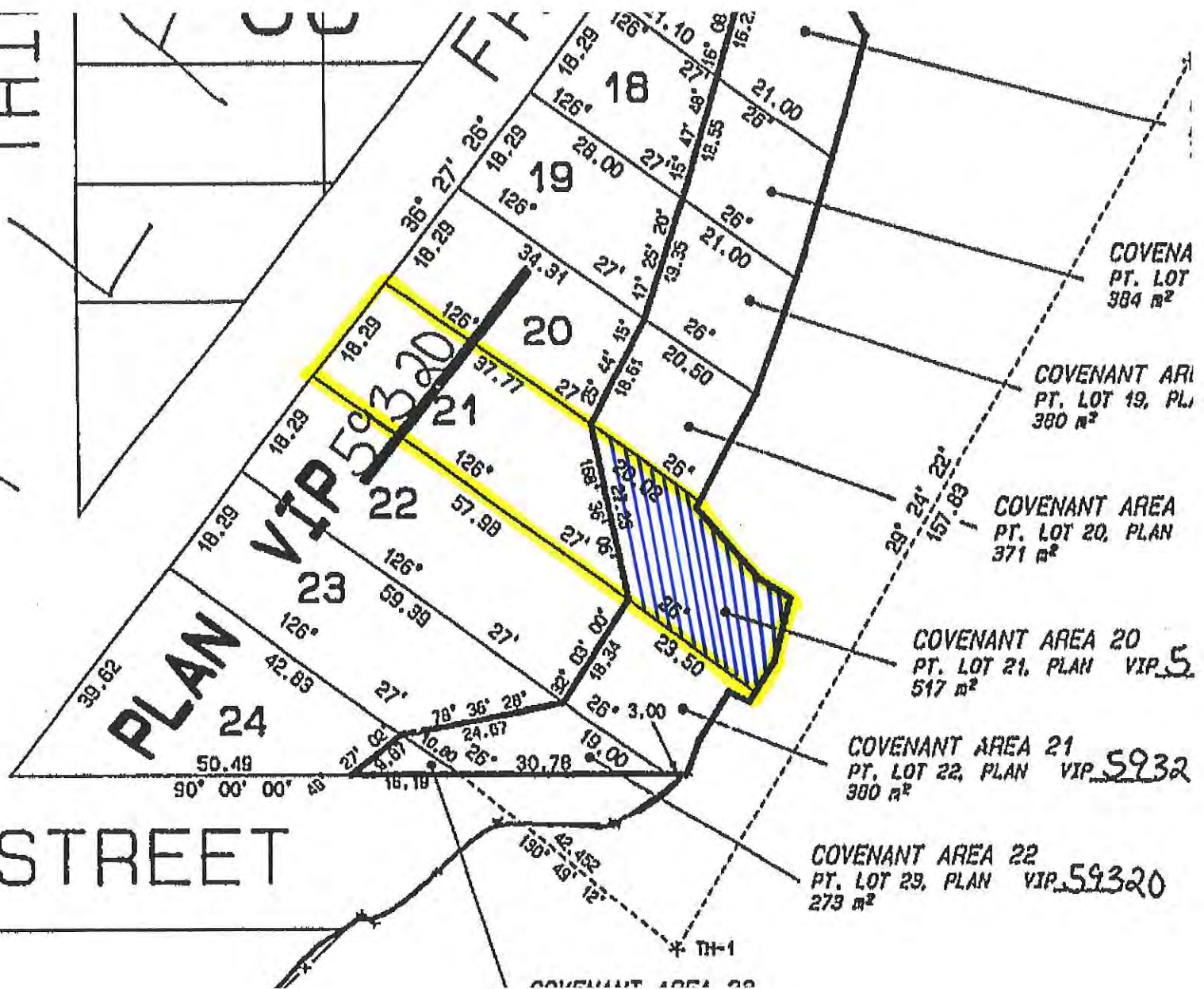
I, Bradley Webster Cunin, a British Columbia Land Surveyor, certify that this plan is a true and correct copy of the original plan filed in my office.

THI

STREET

PLAN 24

VIP 59320



COVENA
PT. LOT
384 m²

COVENANT ARE
PT. LOT 19, PL
380 m²

COVENANT AREA
PT. LOT 20, PLAN
371 m²

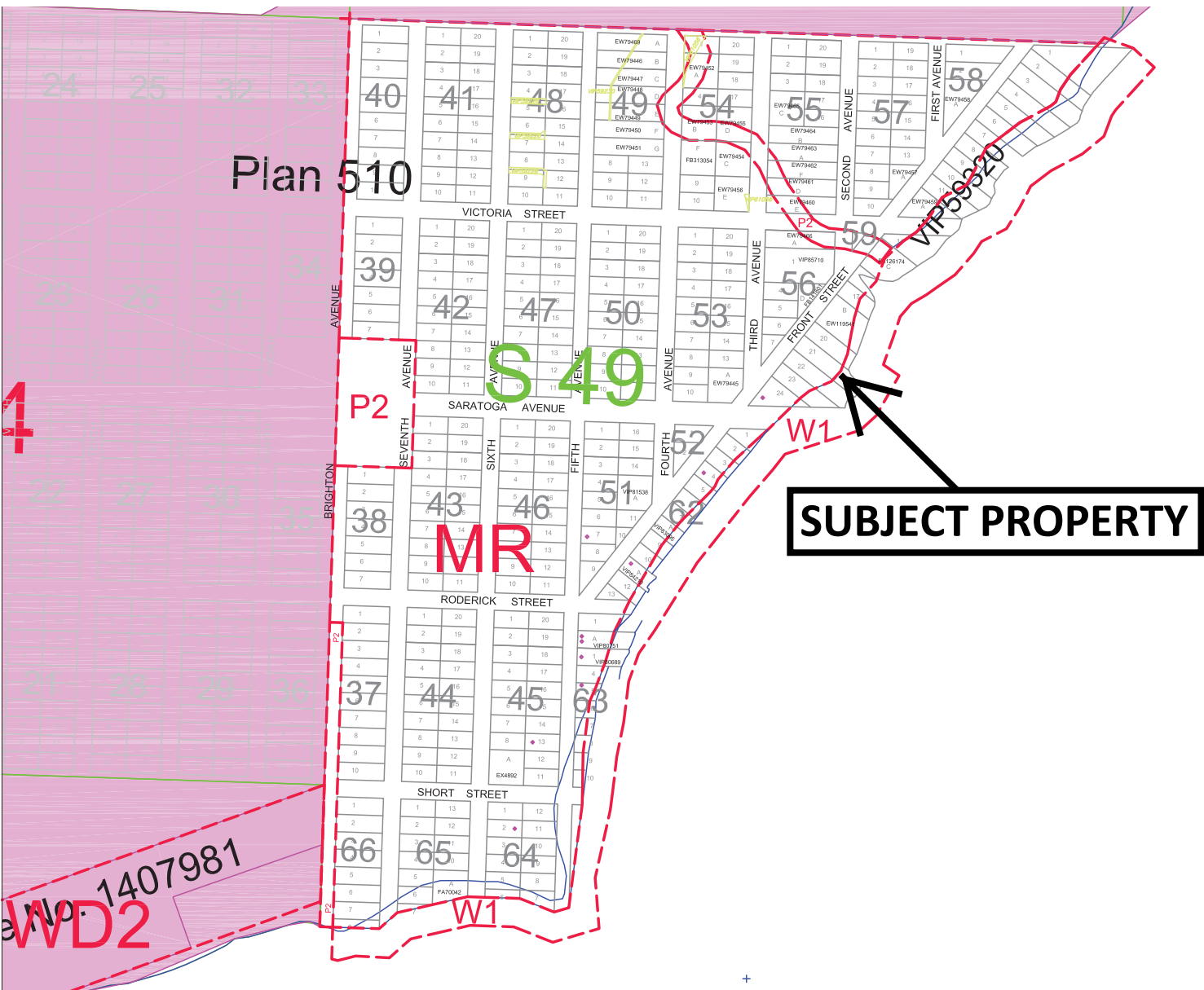
COVENANT AREA 20
PT. LOT 21, PLAN VIP 5
517 m²

COVENANT AREA 21
PT. LOT 22, PLAN VIP 5932
380 m²

COVENANT AREA 22
PT. LOT 23, PLAN VIP 59320
273 m²



Covenant Area - No building &
No Vegetation removal



SUBJECT PROPERTY



Development Variance Application

DATE: September 25, 2015

ACRD FILE NO.: DVC15012

APPLICANTS: Terry & Ernest Aaron Rucks

LEGAL DESCRIPTION: LOT 4, SECTION 49, CLAYOQUOT DISTRICT, PLAN VIP510

LOCATION: 1138 Third Ave, Salmon Beach

ELECTORAL AREA: "C" Long Beach

APPLICANT'S INTENTION: The applicants have applied for a side yard, height, and story variance for a storage shed partially built on a property at Salmon Beach.

Recommendation:

THAT the Board of Directors pass a resolution to consider issuing development variance DVC15012 subject to the removal of the second storey of the storage building.

Development Variance DVC15012:

- i. Development variance of Section 143.3 (7)(ii) of the ACRD Zoning Bylaw No. 15 to reduce the required side yard setback for a building from 3.04 meters (10 feet) to 1.63 meters (5.34 feet).

Procedure: Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the development variance permit. If the Board is considering denying the application, it is the Board's policy to defer a decision on the permit and invite the applicants to make a delegation at the following Board meeting.

Observations:

- i. **Status of Property:** The property is located on Third Ave in Salmon Beach and is +/- 0.16 acres in size. The lot has a recreational trailer on site.

DVC15012

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) and "F" (Cherry Creek)

ii. **Services**

- a. **Sewage Disposal:** Community pump and haul sewage system.
- b. **Water Supply:** Individual water tank.
- c. **Fire Protection:** Not within a fire protection area.
- d. **Access:** Property is accessed from Third Ave.

iii. **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The South Long Beach OCP designates the property as "Salmon Beach Neighbourhood".
- c. **Zoning:** The property is zoned Marine Recreation (MR) District. On this property the zoning permits one (1) storage building having a maximum floor area of 160 square feet (14.86 square meters), a height of 12 feet (3.66 meters), and 1 story maximum. The required building setbacks are 20 feet from the front, 20 feet from the rear, and 10 feet from the side lot lines.

The building elevation drawings submitted with the application show a proposed building elevation of 16 feet 10 inches from existing natural grade to the peak of the storage building roof.

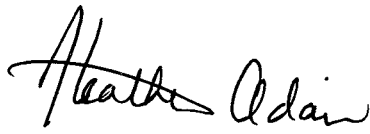
Planning staff is not prepared to support the height variance to allow for a storage building height of 16.9 feet due to the impact on the neighbours and the intent of the Marine Recreation (MR) District zoning as a recreational cabin area. Staff is supportive of a height of 12 feet from average natural grade to the topmost part of the structure.

Comments:

The applicants were provided Salmon Beach zoning information from planning staff on June 28, 2015. In mid July the ACRD Building Inspector received a complaint that indicated a storage building had started construction with no building permit. The building inspector visited this property on July 22, 2015 and placed a 'Stop Work Order' on the storage building. The applicants subsequently submitted a Building Permit application on July 27, 2015 for the partially constructed storage building.

Section 922(2) of the Local Government Act states that a development variance must not vary the density of land. A second story to a storage building would constitute a variance to the density of land and is therefore not supported by planning staff.

DVC15012



Submitted by:

Heather Adair, Jr Planner



Reviewed by:

Mike Irg MCIP, Manager of Planning and Development

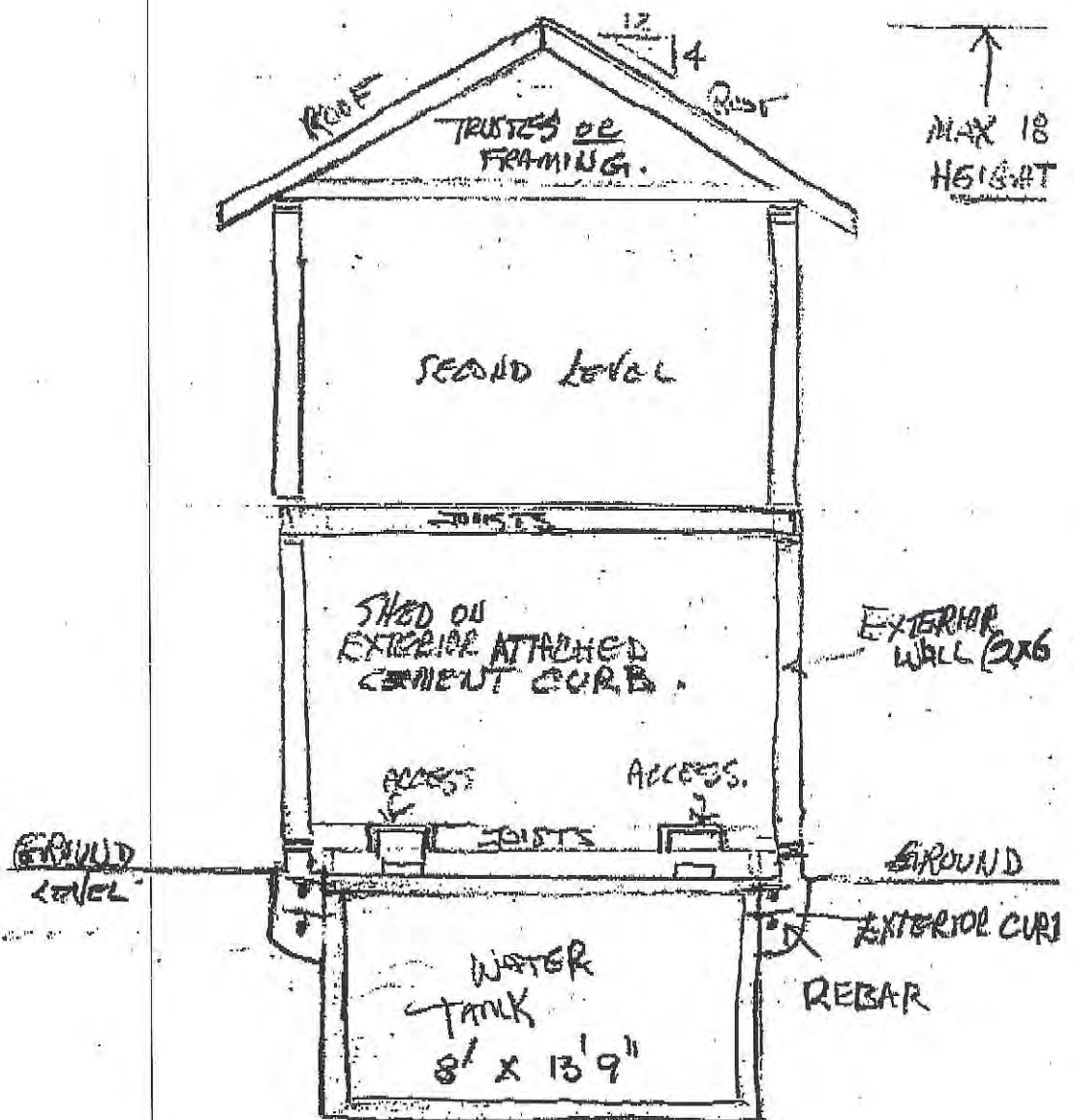


Russell Dyson, Chief Administrative Officer

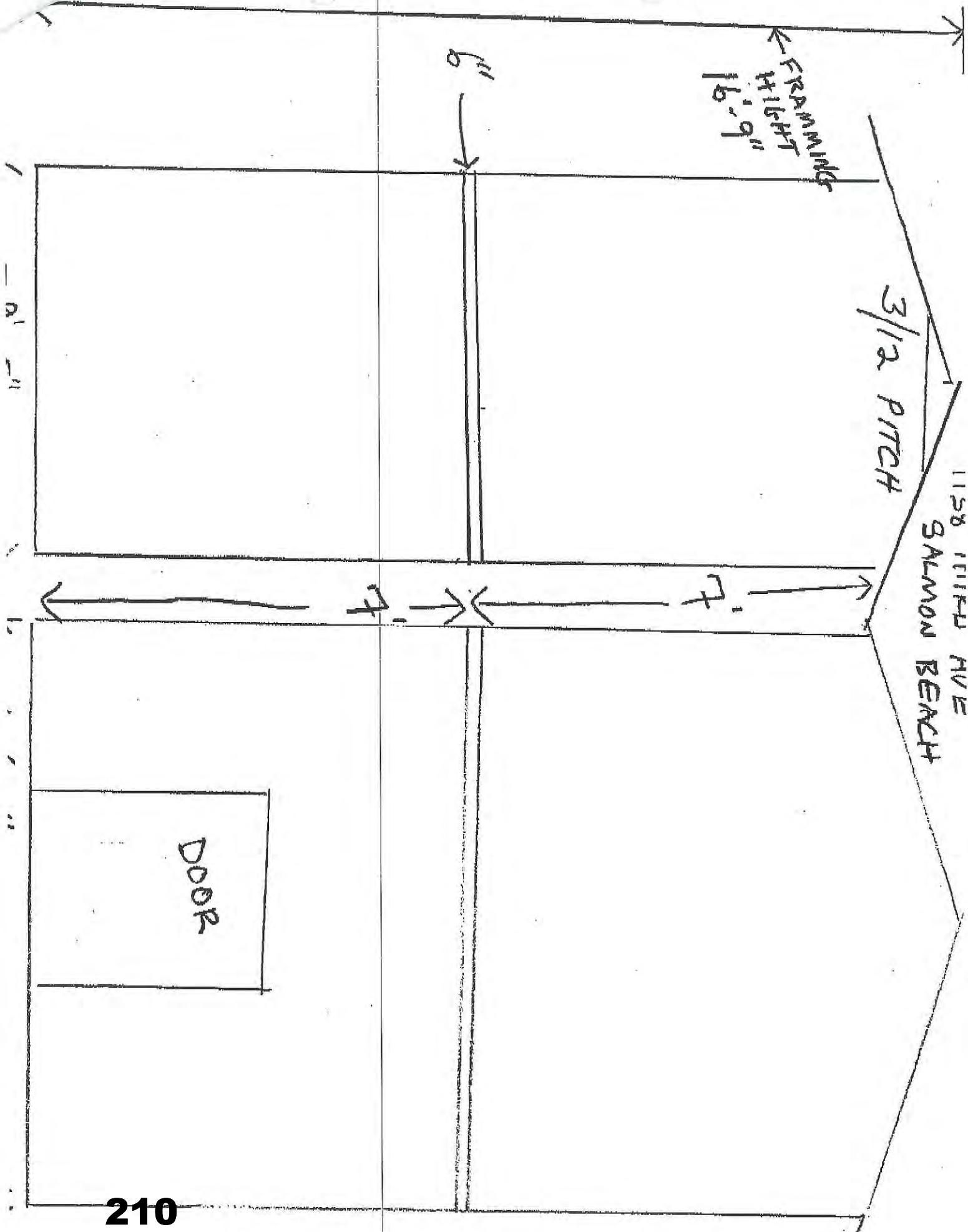
DVC15012

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) and "F" (Cherry Creek)

1138 THIRD AVE
SALMON BEACH

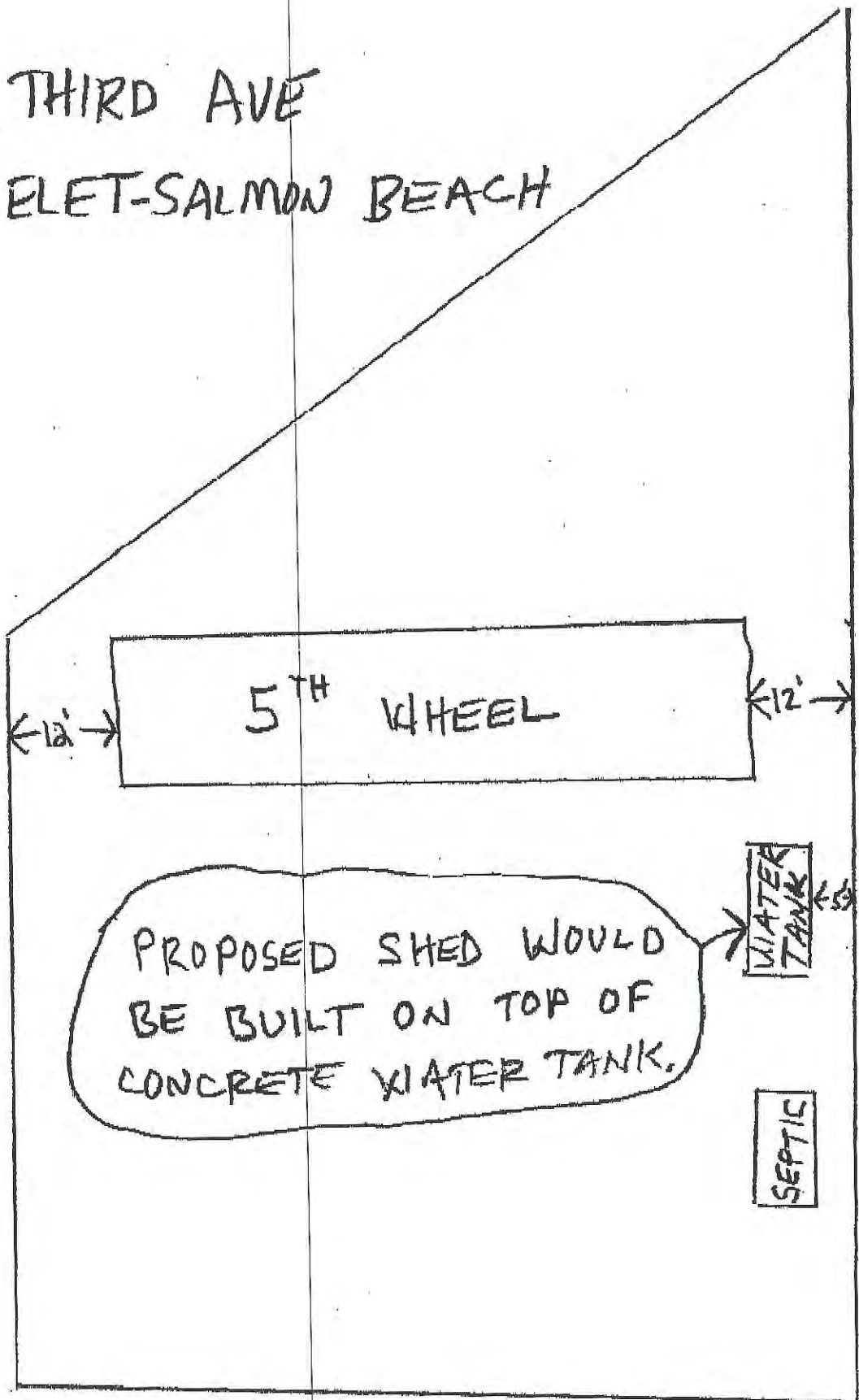


↑
MAX 18
HEIGHT



1138 THIRD AVE

UCLUELET-SALMON BEACH



120'

60'





B. C. LAND SURVEYOR'S SITE PLAN OF:

LOT 4, BLOCK 56, SECTION 49, CLAYOQUOT DISTRICT, PLAN 510

SCALE = 1 : 100



All distances are in metres AND decimals thereof.

LEGEND

Elevations are based on a local (assumed) datum referenced to the Iron Post at the north-west corner at elevation 30.0 meters. Contours are descriptive, and only accurate to +/- 1/2 interval. Grade shots are taken at the point marked x, grade shots at a curb line are in gutter.

Tree bases and canopies approximately to scale. Where tree location is critical, tree species and canopy should be confirmed by qualified arborist.

All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the written consent of BCLS Inc.

This document was prepared for the **exclusive** use of our client, **Arron Rucks**.

*This document is intended for use as a topographic plan. It is based on Land Title Office records, and does not represent a boundary survey.

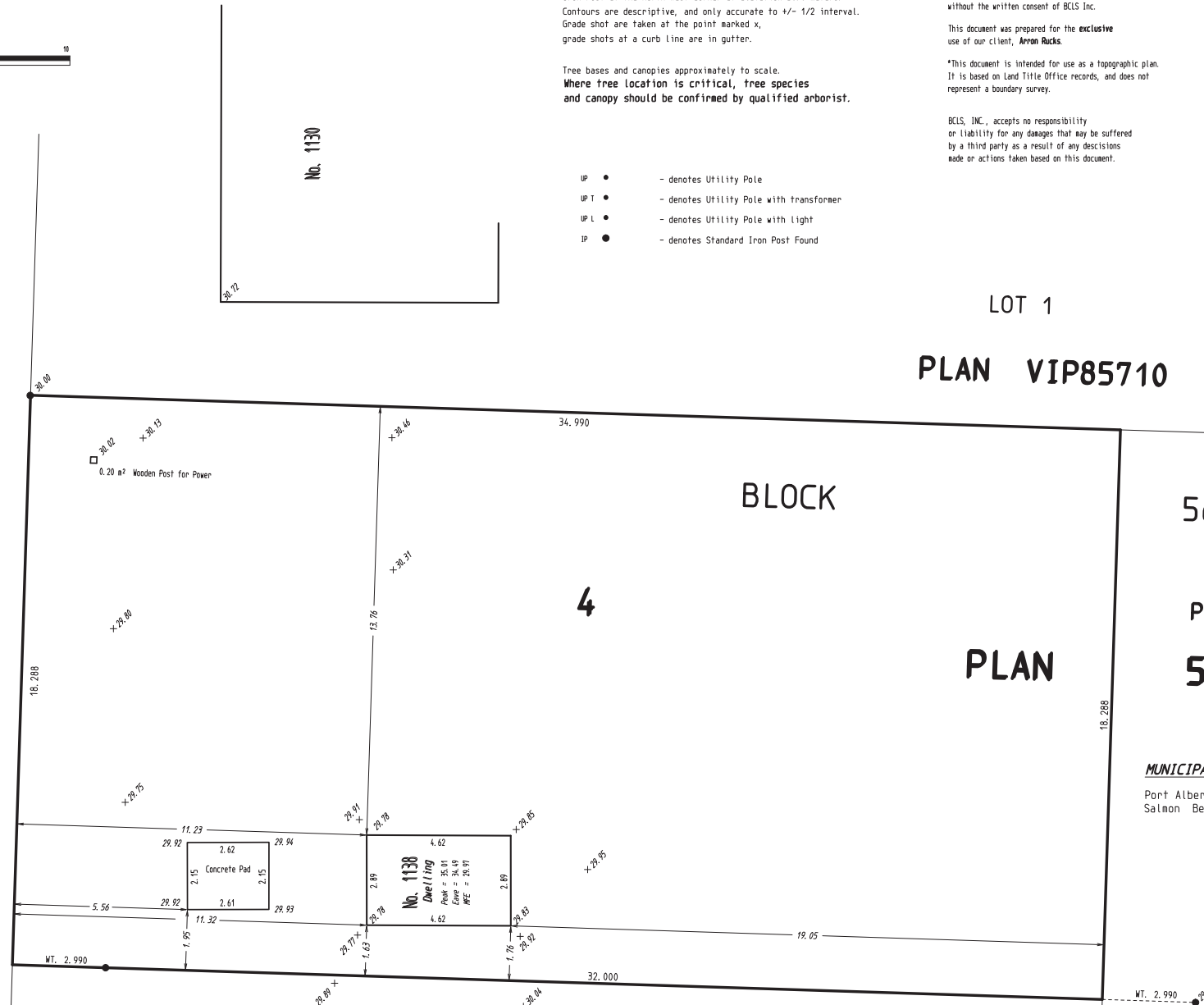
BCLS, INC., accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made or actions taken based on this document.

- UP ● - denotes Utility Pole
- UP T ● - denotes Utility Pole with transformer
- UP L ● - denotes Utility Pole with light
- IP ● - denotes Standard Iron Post Found



THIRD AVENUE

Edge of Gravel Road



LOT 1

PLAN VIP85710

BLOCK

4

56

PCL D

PLAN

510

MUNICIPALITY **PID No.**

Port Alberni / 008-379-327
Salmon Beach

SITE AREA

639.7 m²
6885.7 s. f.

CERTIFIED CORRECT

on the 11th day of September, 2015.

Bradley W Cunnin

FILE: 11202 - SAL

DWG/DATE: 11202SP/1 2015-09-14

Brad Cunnin Land Surveyor

4101 - 2610 Douglas Street
Victoria, BC V8T 4M1

ph. 381-8615 (2571) fx. 381-7777
brad@bccsurveyor.com

214

No. 1134

3

1194 Fourth Ave ELIZABETH STREET

190	A	FB221830
186	2	19 1185
182	3	18 1181
78	4	17 1178
72	5	16 1174
70	6	15 1168
64	7	14 1166
62	8	13 1160
54	9	12 1158
52	10	11 1156

1192	EW79469	A
1186	EW79446	B
1182	EW79447	C
1178	EW79448	D
1174	EW79449	E
1170	EW79450	F
1166	EW79451	G
1162	8	13 1161
1158	9	12 1157
1154	10	11 1153

20	1189	
19	1185	
18	1181	
17	1177	
17	1177	
16	1175	
16	1169	
16	1165	
16	1161	
1	1155	
1	EPP4567	
1154	10	1153

1190	1	20 1189
1186	2	19 1185
1182	3	18 1181
1176	4	17 1177
1174	5	16 1175
1170	6	14 1169
1166	7	13 1165
1162	8	EW79457 1159
1158	9	A
1154	10	

1190	1	19 1191
1186	2	18 1185
1182	3	17 1181
1178	4	16 1177
1174	5	15 1175
1170	6	14 1169
1166	7	13 1165
1162	8	EW79457 1159
1158	9	A
1154	10	

50	1	20 1149
46	2	19 1145
42	3	18 1141
38	4	17 1137
34	5	16 1133
30	6	15 1129
26	7	14 1125
22	8	13 1121
18	9	12 1117
14	10	11 1113

1150	1	20 1149
1146	2	19 1145
1142	3	18 1141
1138	4	17 1137
1134	5	16 1133
1130	6	15 1129
1126	7	14 1125
1122	8	13 1121
1118	9	12 1117
1114	10	11 1113

1150	1	20 1149
1146	2	19 1145
1142	3	18 1141
1138	4	17 1137
1134	5	16 1133
1130	6	15 1129
1126	7	14 1125
1122	8	13 1121
1118	9	A 1115
1114	10	EW79445

EW79466	A
1	VIP85710
1144	
1138	4
1134	5
1130	6
1126	7
1122	8
1118	9
1114	10

1150	14
1148	
1146	17
1144	
1142	
1140	
1138	
1136	
1134	
1132	
1130	
1128	
1126	
1124	

1	20 1109
2	19 1105
3	18 1101
4	17 1097
5	16 1093
6	15 1089
7	14 1085
8	13 1081
9	12 1077
10	11 1073

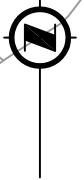
1110	1	16 1109
1106	2	15 1105
1102	3	14 1101
1098	4	VIP81538
1094	5	1096 A
1090	6	FB224052
1086	7	1091 A
1084	8	B
1082	9	VIP84210
1078	10	
1074	11	

1110	1	1120
1106	2	1116
1102	3	1112
1098	4	1108
1094	5	1104
1090	6	1100
1086	7	1096
1082	8	1092
1078	9	1088
1074	10	1084
1070	11	1080

1120	1
1116	2
1112	3
1108	4
1104	5
1100	6
1096	7
1092	8
1088	9
1084	10
1080	11

1096	A
1094	P
1092	P
1090	P
1088	P
1086	P
1084	P
1082	P
1080	P
1078	P
1076	P

Subject Property





DEVELOPMENT PERMIT APPLICATION

TO: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

DATE: September 21, 2015

APPLICATION: DPD15007

APPLICANTS: Dennis & Vicky Swanson

LEGAL DESCRIPTION: LOT 44, DISTRICT LOT 120, ALBERNI DISTRICT, VIP7770

ADDRESS: 8974 Stirling Arm Dr.

ELECTORAL AREA: "D" Sproat Lake

Recommendation:

- 1) That the Board of Directors pass a resolution to issue Development Permit DPD15007.
-

Applicant's Intention: The applicants intend to construct a dock. The new construction extends into the riparian area.

Property Description: The property is 0.38 hectares (0.95 acres) in area with 32.2 metres (105.6 feet) of frontage on Sproat Lake. The property slopes steeply from Stirling Arm Drive to the shoreline. A single family dwelling (built in 2003), an accessory building (built in 2001), and a floating boat dock are located on this property. A concrete block retaining wall fronts the property along the shoreline.

Zoning: The property is zoned Acreage Residential (RA1) District. The RA1 District permits one single family dwelling and accessory uses on this property.

The proposal complies with the requirements of the ACRD Zoning Bylaw.

Official Community Plan: The Sproat Lake OCP designates the property as "Residential Use". The OCP designates one Development Permit Area that impacts development on this property: "Development Permit Area I – Riparian Areas Protection".

Development Permit Area I – Riparian Areas Protection

DPD15007

DPA I includes all lands within 30 metres of a major stream and 15 metres of a minor stream. Sproat Lake is defined as a minor stream for the purposes of the Development Permit Area in the OCP. This designation is used to ensure that the ecological values of sensitive riparian and wetland habitats have been considered prior to development, and that measures will be taken to limit or avoid damage to these ecosystems.

The applicants engaged Steve Toth, Registered Professional Biologist (RPBio) from Toth and Associates Environmental Services to assess the site with respect to the building of a new dock. The report notes that beach area in front of the retaining wall has sparse colonization by shrub and herb species, with substrates comprised of cobble, boulder and gravel. The fish habitat capability of the site was assessed overall as poor quality with little shade, cover, complexity or source of allochthonous input. The report states that the installation of pilings by a floating barge during high lake levels would have minimal disturbance.

The report is attached to Development Permit DPD15007 as Appendix A.

The report states that the installation of pilings by a floating barge during high lake levels would have minimal disturbance and also provides the following recommendations:

- i. A *Water Act* Section 9 Notification will need to be submitted to the Water Stewardship Division for the project.
- ii. To avoid an authorization from the Department of Fisheries and Oceans the total dock size should be designed to stay within the Ministry of Environment's 80m² maximum allowable size criteria.
- iii. Use untreated materials (eg Fir, Cedar) for pilings.
- iv. All cutting, sealing and staining (non-toxic) of deck lumber should be conducted away from the water and ensure and sealant/stain is completely dry before use near water.

The report from Steve Toth, RPBio satisfies the requirements of DPA I provided that the recommendations are followed during construction.

Comments: The report from Steve Toth, RPBio is attached to the Development Permit as Appendix A. Planning staff is of the opinion that the reports satisfy the requirements of "DPA I – Riparian Areas Protection".

Submitted by:



Heather Adair, Jr Planner

Reviewed by:



Mike Irg, Manager of Planning and Development



Russell Dyson, Chief Administrative Officer

DPD15007



DEVELOPMENT PERMIT NO. DPD15007

The Board of Directors of the Regional District of Alberni-Clayoquot, in accordance with Section 920 of the *Local Government Act*, at a regular meeting held on XXXX, 2015 has authorized this Development Permit in respect of the lands described hereunder.

A Development Permit is hereby issued to:

Name: Dennis and Vicky Swanson
Address: 8974 Stirling Arm Drive

With respect to:

Legal Description: LOT 44, DISTRICT LOT 120, ALBERNI DISTRICT, VIP7770
PID: 005-671-272

1. This Permit is issued for lands designated under Section 919.1 of the *Local Government Act* and in the Sproat Lake Official Community Plan Bylaw No. P1310, in order to regulate development and building within lands designated for the protection of the natural environment, its ecosystems and biological diversity;
2. This Permit is issued as satisfying the requirements of Section 20.4 "DPA I – Riparian Areas Protection", Development Permit Guidelines Section 20.4 i) through vi) of the Sproat Lake Official Community Plan;
3. Site and Building specifics;
 - i) The Toth and Associates Environmental Services report dated August 18, 2015, attached as Appendix A and forming part of this permit, report states that the installation of pilings by a floating barge during high lake levels would have minimal disturbance provided that the recommendations in the report are followed.
4. All drawings may be adjusted by twenty percent (20%) upwards or downwards, inwards or outwards from any dimensions or lines contained in the Development Permit drawings provided that such adjustment does not conflict with Zoning Bylaw, and any other competent bylaw, administered by the Regional District.

This Permit is valid for two (2) years from the date of execution.

Executed this XXXX day of XXXX, 2015

Russell Dyson, Chief Administrative Officer

DPD15007



Toth and Associates Environmental Services

6821 Harwood Drive, Lantzville, B.C. V0R 2H0
Tel: (250) 390-7602 Fax: (250) 390-7603
E-mail: stoth@shaw.ca

August 18, 2015

Dennis Swanson
8974 Stirling Arm Drive
Port Alberni, B.C.

Re: Assessment of a proposed dock on 8974 Stirling Arm Drive, Sproat Lake

Introduction

Steve Toth, AScT., R.P.Bio. (Toth and Associates Environmental Services) conducted a survey of the site of a proposed dock on 8974 Stirling Arm Drive on August 7, 2015. The dock would be situated on the site of an existing boat launch area and measure 12.92m L x 4.87m W (40'x16'). The dock would be constructed of wood and be supported by either wooden pilings, or posts and concrete footings. The dock would extend from the approximate high water mark to the approximate natural boundary. It is assumed that the elevation of the underside of the dock would be situated above the flood elevation. A ramp would extend from the dock to an existing floating boat dock. The project would alleviate the problem of the ramp becoming grounded on the shoreline during low water.

The Alberni Clayoquot Regional District (ACRD) designates riparian areas along streams as DPA 1 areas. DPA 1 areas include all of the lands within 30 metres of the high water mark of major streams and within 15 metres of Sproat Lake and minor streams. The wording within the Sproat Lake Official Community Plan Bylaw (No. P1310, Schedule A, June 11, 2014) does not stipulate that the DPA extends *inland or upland from*, it simply indicates *from* the high water mark. Therefore it is assumed based on the wording of the bylaw that the DPA 1 area in this case encompasses all lands both within 15m above and 15m below the high water mark. The property is zoned RA1.

Biophysical Description

The subject property is located midway along the sunny south facing shore of Stirling Arm (Figure 1) and includes a residence, detached outbuildings, and floating boat dock. Similar to the majority of adjacent properties, the subject property has a concrete block retaining wall fronting the shoreline of Sproat Lake. Shoreward of the base of the retaining wall the beach area includes sparse colonization by shrub and herb species including hard-hack, introduced yellow-flag iris, trailing blackberry, willow and black cottonwood seedlings, grasses and common weeds. Substrates are comprised of cobble, boulder and gravel. Topographically the property slopes steeply from Stirling Arm Drive to the shoreline of Sproat Lake.

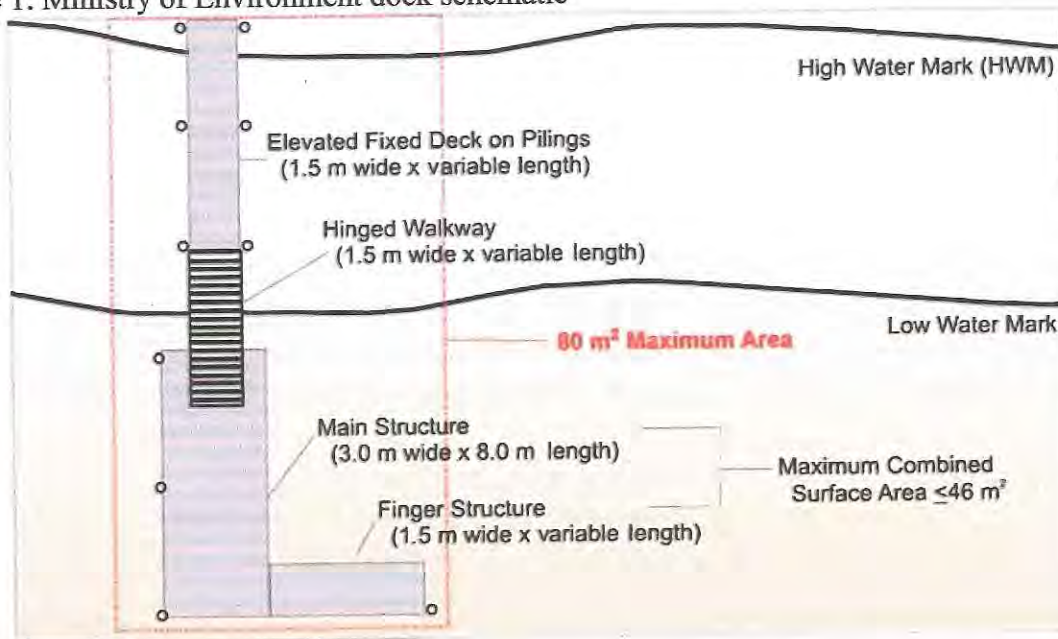
The fish habitat capability of the project site was assessed overall as poor quality with little shade, cover, complexity or sources of allochthonous input. The project would not require removal of riparian vegetation. The amount of disturbance to the lake bed resulting from the project would be dependent upon the method of construction. Installation of pilings by a floating barge during high lake levels would have minimal disturbance, while machine excavation for poured in-place concrete footings during low lake levels would require significant lake bed disturbance and mitigation measures to protect the environment from fresh concrete, which is toxic to aquatic life.

Permitting

As the proposed dock extends below the high water mark of Sproat Lake a *Water Act* Section 9 Notification application will need to be submitted to the provincial Water Stewardship division for the project. The proposed new dock is approximately 52 m² in size. The Ministry of Environment indicates that the size limits for Wharves, Piers, Docks, Boathouses or Moorings, including any attached fingers are as follows:

- structure must fit in a 80 m² rectangular area or envelope adjacent to the shore (Figure 1). If the project structure exceeds 80 m² you must obtain DFO Authorization and MOE Approval;
- a maximum of two fingers may extend from the main structure;
- combined maximum surface area of main structure and fingers is 46 m²; and,
- first 3 m of structure adjacent to the shore must be provided as an open span to accommodate water circulation and exchange and fish movement

Figure 1. Ministry of Environment dock schematic



The federal *Fisheries Act* (Section 35. (1)) indicates that: “No person shall carry on any work, undertaking or activity that results in *serious harm* to fish that are part of a commercial, recreational or Aboriginal fishery, or to fish that support such a fishery.” Sproat Lake supports

all three types of fisheries that are described under Section 35. Sockeye salmon in particular are known to utilize the shoreline beach areas of Sproat Lake for spawning. However, the beach area at the project site is not identified as a known sockeye spawning area and the project is not likely to represent potential to cause *serious harm*.

The proposed dock construction may require application for approval under the *Navigation Protection Act* to Transport Canada.

The proposed development will require issuance of a Development Permit for DPA 1 (Riparian Areas) from the ACRD. A Building is defined under the ACRD Zoning Bylaw 1971 (September 2014) as “a structure, located on the ground, which is designed, erected or intended for the support, enclosure, or protection of persons or property”. We have assumed that, as the dock would be partially located on the ground and would support persons or property that it would be considered a building under that bylaw. Section 6.2 of the zoning bylaw indicates that “Notwithstanding anything else contained in this By-law, except where relief is granted by the Water Resources Service of the Department of Lands, Forests and Water Resources, no building shall be constructed:

(b) on ground surface less than 0.609 meters [2 feet] above 200 Year flood level (other than flood caused by tsunami) where it can be determined, or, where it cannot be determined, 3.048 meters [10 feet] above the natural boundary of a lake or any other natural water course in the immediate flood hazard area”.

Recommendations

A Section 9 Notification application should be submitted to the provincial Water Stewardship Division for the project. The application should include a scale drawing of the plan and profile (with elevation) of the dock and notes concerning construction methods and materials.

To avoid the DFO Authorization / Ministry Approval process the total dock size should be designed to stay within the Ministry of Environment’s 80m² maximum allowable size criteria.

Use untreated materials (e.g. fir, cedar) for pilings. Treated lumber must not be used as it may contain compounds that can be released into the water and become toxic to the aquatic environment. All cutting, sealing and staining (non-toxic) of deck lumber should be conducted away from the water and ensure that any sealant / stain is completely dry before used near water.

Please contact us if you have any questions regarding the contents of this report.

Sincerely,
Steve Toth, AScT. R.P.Bio.



Toth and Associates Environmental Services
Tel. (250) 390-7602
E-mail: stoth@shaw.ca

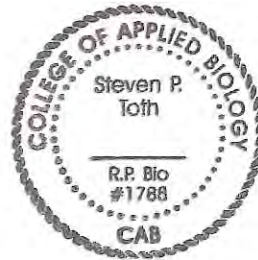
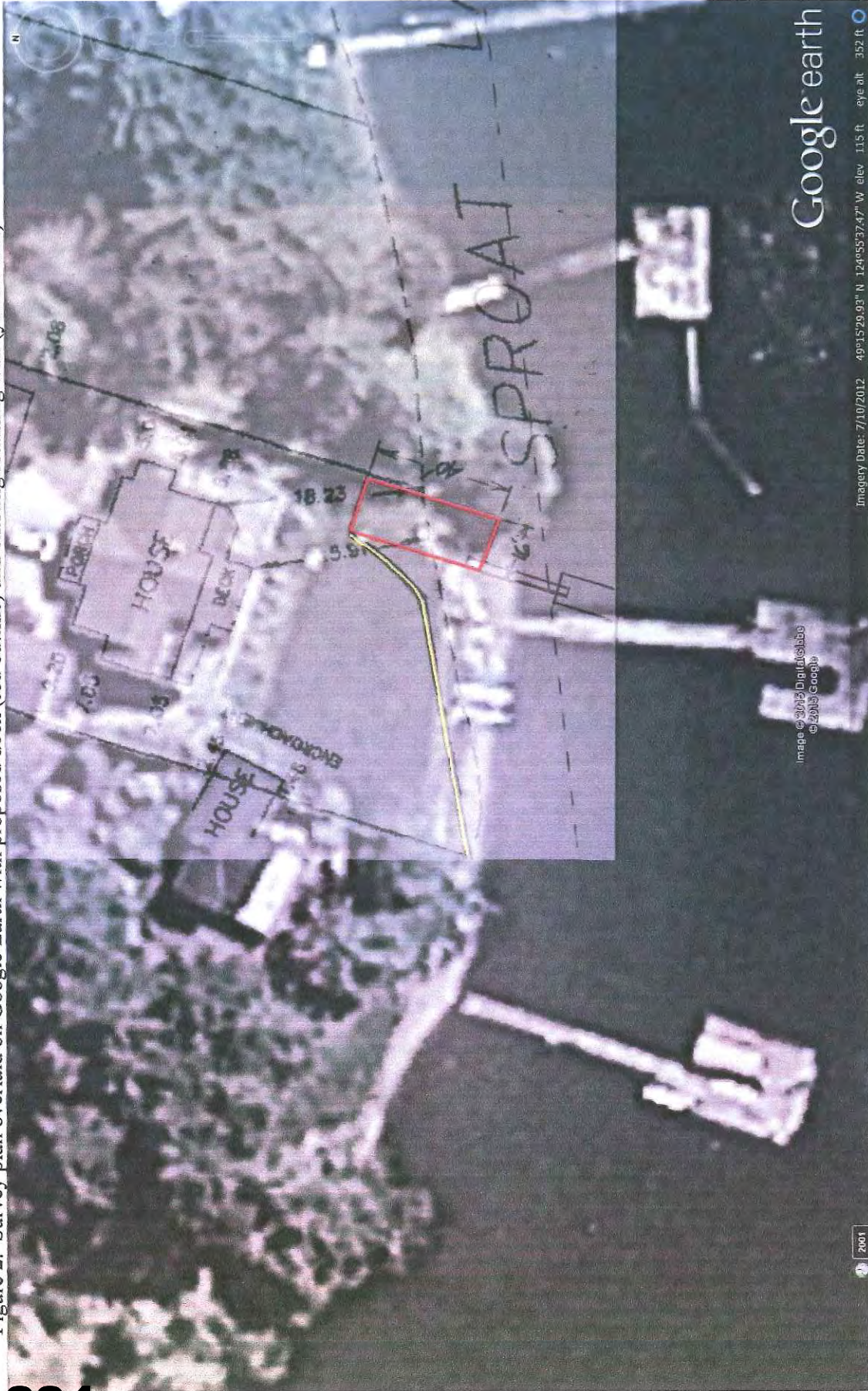


Figure 1. Project site location on Stirling Arm, Sproat Lake



Figure 2. Survey plan overlaid on Google Earth with proposed dock (red outline) and existing retaining wall (yellow line)



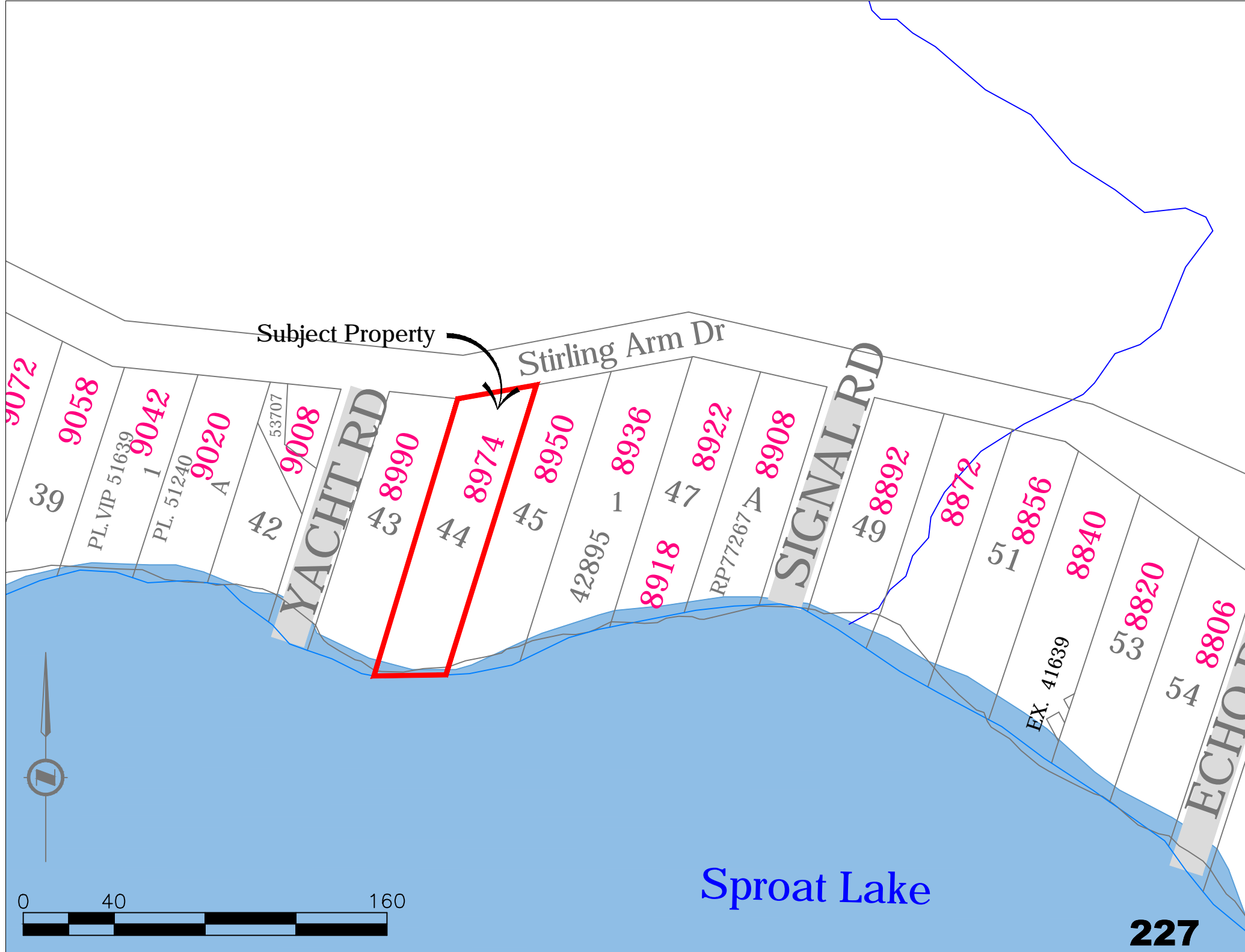


Photograph 1. View from the shoreline of Sprout Lake to proposed dock location.



Photograph 2. View from yard to proposed dock location.





Subject Property

Stirling Arm Dr

YACHT RD

SIGNAL RD

ECHO RD

Sproat Lake

227





Development Variance Application

DATE: September 24, 2015

ACRD FILE NO.: DVD15011

APPLICANTS: Great Central Holdings Ltd.

LEGAL

DESCRIPTION: STRATA LOT 1-40, DISTRICT LOT 282, ALBERNI DISTRICT, STRATA PLAN EPS817

LOCATION: 10750 Central Lake Road – Trestle RV Park

ELECTORAL AREA: “D” Sproat Lake

APPLICANT’S INTENTION: The applicants intend to relax the requirements for accessory buildings within the Trestle RV Park development at Great Central Lake. The developer and existing property owners are applying to vary the required front yard setback from 24.6 feet to 16.4 feet, the required side yard setback from 3 feet to 2 feet and increase the required maximum building height from 12 feet to 14 feet. The variance would apply to all 40 strata lots in the Trestle RV park development.

Recommendation:

THAT the Board of Directors pass a resolution to consider issuing development variance DVD15011

Development Variance DVD15011:

- i. Development variance of Section 6.5(1)(c)(i) of the ACRD Zoning Bylaw No. 15 to reduce the required front yard setback for an accessory building in the CD1A District from 7.5 metres to 5.0 metres;
- ii. Development variance of Section 6.5(1)(c)(iii) of the ACRD Zoning Bylaw No. 15 to reduce the required side yard setback for an accessory building in the CD1A District from 0.9144 metres to 0.6096 metres;
- iii. Development variance of Section 6.5(1)(e) of the ACRD Zoning Bylaw No. 15 to increase the required maximum height for an accessory building in the CD1A District from 3.6576 metres to 4.2672 metres.

DVD15011

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) and "F" (Cherry Creek)

Procedure: Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the development variance permit.

Observations:

- i. **Status of Property:** The 40 lot bare land strata development was created by subdivision in 2013. The strata development was created as a Recreational Vehicle development with travel trailers and motor homes connected to water, sewer and hydro services. A washroom and laundry building was constructed in 2012 on common property within the development. There is a sewage disposal system within the development, installed in 2013, that serves all 40 strata lots and the washroom/laundry facility.

At the time of the site inspection approximately half of the lots had recreational vehicles at the site, a number of lots had concrete pads and landscaping and a number contained small +/- 8'x12' sheds constructed on permanent foundations. The sheds appear to be smaller than the 107 square foot threshold minimum for requiring a building permit. No building permits have been issued for any construction within the development other than the washroom and laundry building.

- ii. **Services**

- a. **Sewage Disposal:** Common sewage disposal system built in 2013 to serve the entire strata development.
- b. **Water Supply:** Great Central Holdings Ltd. holds a conditional water license (C120713) to withdraw water from Great Central Lake and a community water system permit from Island Health to service the development with potable water.
- c. **Fire Protection:** Sproat Lake Volunteer Fire Department
- d. **Access:** The development is accessed from Central Lake Road and there is a paved internal road system built to access each individual lot.

- iii. **Existing Planning Policies Affecting the Site**

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Sproat Lake OCP designates the properties as "Comprehensive Development Area". This designation provides the opportunity for comprehensive planning specific to the unique features of a site. The Comprehensive Development zoning bylaw for this development was completed in 2005 to allow for a variety of uses on the Great Central Holdings Ltd. properties. The 40 site strata lot campground is one component of the comprehensive development plan.

DVD15011

Development Permit DPD06010 was issued in 2006 to satisfy the Development Permit Area requirements in the previous Sproat Lake OCP Bylaw P1118. The DPA related to environmental protection and form and character of the Great Central Lake development. The Development Permit states that the “development of the land on proposed [Strata Plan EPS817, Trestle RV Park] must provide an entrance feature, docks or floats, common property fronting on Boot Lagoon, landscaping, a common building with shower, washroom and laundry facilities, pedestrian walkway and service connections for each campsite.” The land has been developed substantially in compliance to the campground specifications in the Development Permit.

Development Permit DPD06010 also provided minimum building setbacks from the natural boundary of a watercourse of 15 metres for any structure. Sproat Lake OCP Bylaw P1118 required a 30 metre building setback from Great Central Lake but allowed a reduction where no adverse effects were confirmed and where a public benefit would accrue from the reduced setback.

The current Sproat Lake OCP Bylaw P1310, which was adopted in 2014, designates “Development Permit Area I – Riparian Areas Protection” as a 30 metre riparian area surrounding the natural boundary of Boot Lagoon. As Development Permit DPD06010 was issued under the previous OCP bylaw and is still valid, the new OCP requirements do not apply to the development of the campground. Any new construction or land alteration within the 15 metre setback set by DPD06010 would require a new Development Permit application.

The proposal complies with the policies and objectives of the Sproat Lake Official Community Plan.

- c. **Zoning:** The property is zoned Comprehensive Development (CD1A) District. The Great Central Holdings properties were rezoned in 2005. The CD1A zone encompasses a large portion of the GCH lands and allows for a number of uses including a lodge, motel, guesthouse, single family dwellings, 40 site campground, accessory building and uses, marina and a number of associated uses such as parks, playgrounds, boat launch facilities, parking, recreation equipment sales, etc. The Trestle RV Park development complies with the permitted uses in the CD1A zone.

The CD1A District details Bulk and Site Regulations specific to the various uses permitted in the zone. The minimum lot area for a campground is 1.0 ha (2.47 acres) and the maximum lot coverage and floor area ratio is exempted for campgrounds. The required minimum setbacks for principle buildings in the zone are 7.5 m from the front, 1.5 m from the sides and 4.0 m from the rear lot line. The maximum height of principle buildings is 16 m.

DVD15011

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) and "F" (Cherry Creek)

Section 6.5 of the Zoning Bylaw regulates Accessory Buildings and Uses in all zones. In the CD1A District, the required setbacks for an accessory building are 7.5 m from the front and 0.9144 m from the rear and sides. The height of an accessory building is restricted to a maximum of 3.657 m measured from average natural grade to the mean height level between the eaves and the peak of the roof.

The developer and existing property owners within the development are applying to vary the requirements for accessory buildings that would apply to all 40 lots. They are applying to vary the front yard setback from 7.5 m (24.6 ft) to 5.0 m (16.4 ft), the side yard setback from 3 feet to 2 feet m and the maximum height from 12 feet to 14 feet.

Table 1: Development Variance of Accessory Buildings in the CD1A zone

	Existing CD1A Zone	Variance
Front Yard Setback	7.5 metres (24.6 feet)	5.0 metres (16.4 feet)
Side Yard Setback	0.9144 metres (3 feet)	0.6096 metres (2 feet)
Maximum Building Height	3.6576 metres (12 feet)	4.2672 metres (14 feet)

Comments: The developer and majority property owner of the Trestle RV Park development brought this variance application forward as the result of a building permit application to build an accessory building on one of the strata lots. In the staff review of the building permit application, it was determined that the proposed garage exceeds the existing maximum height requirements by 1.6 feet. When this was identified and brought forward to the property owner with the option of applying for a development variance, they decided to apply for a variance that would apply to the entire strata development.

The strata subdivision was created in 2013 and is still in the beginning stages of development. There is a covenant registered on the property titles that limit development of the site to campground use only with no permanent structures used for habitation. Over half of the properties are entirely vacant with the remainder containing travel trailers, park model trailers, motor homes and other recreational vehicles. There are also a number of smaller storage sheds built on individual lots. The building permit that staff is currently reviewing for an 896 square foot garage is the first structure that would require a building permit apart from the common washroom/laundry facility.

This application is a minor variance of the accessory building regulations within the development that will allow some flexibility for the development of the lots. The individual lots are small ranging in size from 240 square metres to 515 square metres. The variance will have a negligible impact on the character of the development and will allow greater flexibility for buildings that will primarily be used for seasonal vehicle and boat storage. When a building permit is issued for a structure it will be made clear to the property owners that no part of the structure shall be used as a dwelling. Planning staff is supportive of this variance application.

DVD15011

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?i?ath 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)

Submitted by:



Alex Dyer, Planner

Reviewed by:



Mike Irg MCIP RPP, Manager of Planning and Development



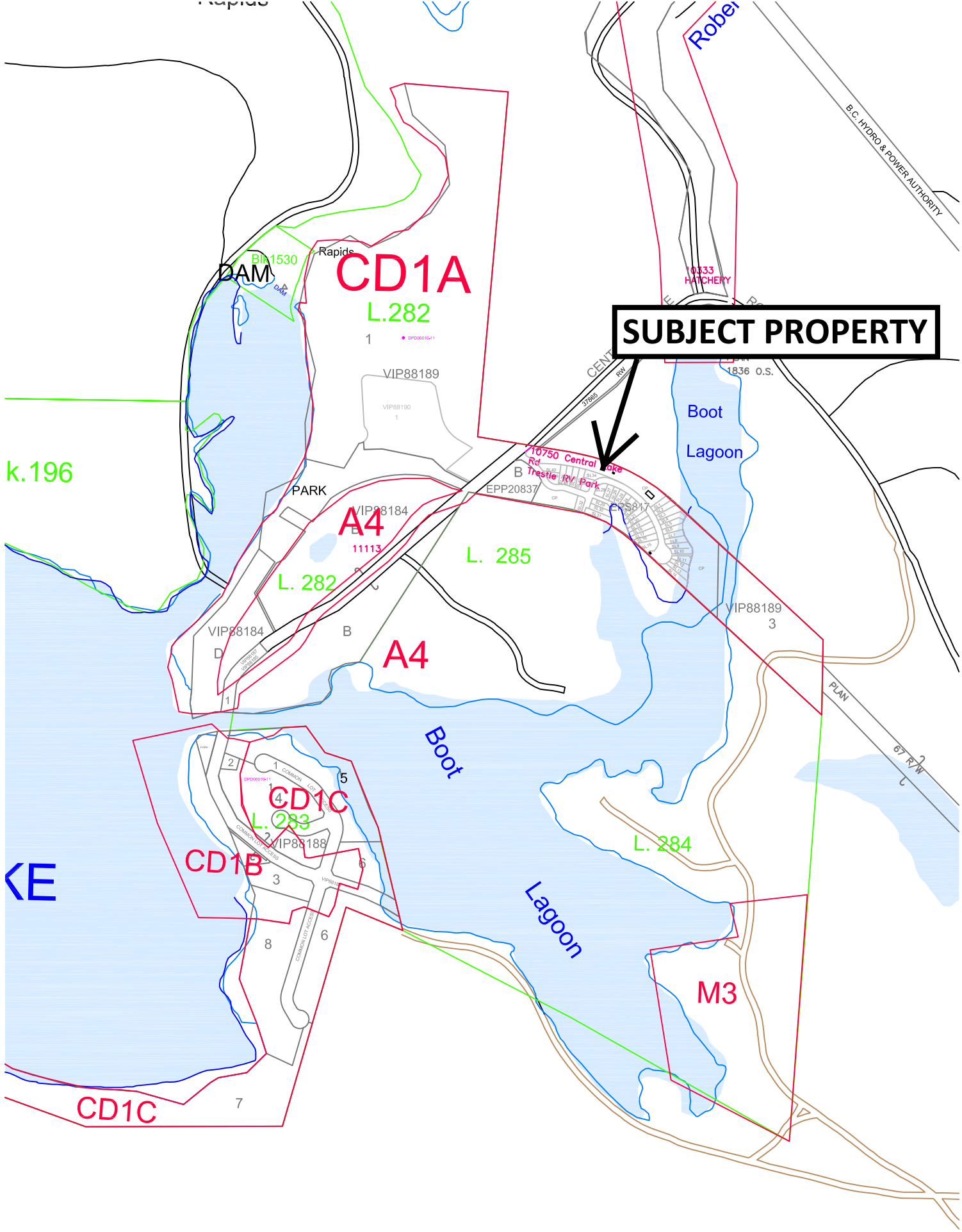
Russell Dyson, Chief Administrative Officer

DVD15011

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) and "F" (Cherry Creek)

Re: Development Variance Permit Application for Strata Lots 1-40, Plan EPS817

- **To vary front yard setback for accessory buildings from 7.5 metres to 5 metres.**
- **To vary sideyard setback from 3 feet to 2 feet**
- **To vary height restriction from 12 feet to 14 feet, mid-roof**



SUBJECT PROPERTY

k.196

KE

PLAN

802-R



Rezoning Application

TO: Russell Dyson, Chief Administrative Officer and
ACRD Board of Directors

DATE: September 24, 2015

FROM: Mike Irg, Manager of Planning and Development

ACRD FILE NO: RD15006

APPLICANTS: Elmer Daneliuk (Fern Road Consulting – agent)

**LEGAL
DESCRIPTION:** LOT 364, CLAYOQUOT DISTRICT

LOCATION: Two Rivers Arm, Sproat Lake

ELECTORAL AREA: “D” Sproat Lake

Recommendation:

The following are recommendations of the staff report:

- THAT Sproat Lake Official Community Plan Amendment Bylaw No. P1331 be read a first time.
- THAT Regional District of Alberni-Clayoquot Zoning Text and Atlas Amendment Bylaw P1332 be read a first time.
- THAT the public hearing for Bylaws P1331 and P1332 be delegated to the Director for Electoral Area ‘D’, the Alternate Director or the Chairperson of the Regional District.
- THAT the Board of Directors confirm that adoption of Bylaws P1331 and P1332 is subject to:
 1. A positive referral recommendation from the Ministry of Forests, Lands and Natural Resource Operations;
 2. Confirmation from a Registered On-Site Wastewater Practitioner or professional engineer that the soils on-site are capable of accommodating on-site sewage disposal for a seasonal residence; and
 3. Meeting technical referral agency requirements.

RD15006

Applicant’s Intention: The applicant intends to rezone the entire property to allow a four (4) lot subdivision for seasonal accommodations.

Observations:

i) **Status of Property:** The property is 8.8 hectares (21.7 acres) in size and is located in Two Rivers Arm of Sproat Lake. This undeveloped property is forested and accessed by water.

ii) **Services**

- a. **Sewage Disposal:** On-site sewage disposal.
- b. **Water Supply:** On-site water supply.
- c. **Fire Protection:** N/A.
- d. **Access:** Accessed by water only.

iii) **Existing Planning Policies Affecting the Site**

- A. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- B. **Official Community Plan:** The Sproat Lake Official Community Plan designates the property as “Resource Use”. Policy 3.

Staff proposes a “comprehensive development area” designation which will allow for a simple, unique zone that limits the number of lots to four (4) and keeps the use to one seasonal use dwelling per lot.

Comprehensive Development: The ACRD wishes to encourage comprehensive development in order to facilitate land-use design that respects the uniqueness of each parcel of land and any environmental features and to allow for a variety of uses and lot sizes.

- A. **Zoning:** The current zoning is Forest Reserve (A4) District with a minimum parcel size of forty (40) acres.

Staff has prepared a simple comprehensive development (CD) zone that has identified suitable building locations within one sub area and the balance of the property in a sub zone that allows for open space but does not permit structures.

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (feet)			Maximum Height (feet)
				Front	Rear	Side	
CD L364	150	2.5 acres	5%	50	30	15	30

RD15006

Comments:

Planning staff is of the opinion that in order to support this rezoning application, two key components need to be resolved prior to proceeding with a public hearing; confirmation that the soils are capable of on-site sewage disposal for a minimum one hectare density and confirmation that the MoFLNRO has no concerns with the proposed four lot development.

Suitable access to this property is by water only. There is an area on the west portion of the property that is the best location for a dock. Staff recommends that the four lots use a shared dock for access. This will need to be dealt with at the subdivision stage.

This property was impacted by the Dog Mountain fire this summer. The applicants' Geotechnical Engineer has provided an assessment after the fire and is of the opinion that the fire did not affect the global stability of the property. A report was also provided indicating that the property is suitable for the proposed development.

The applicants will also need to confirm the soil capability for on-site sewage disposal for a minimum one hectare density. We would require a letter from a Registered On-Site Wastewater Practitioner or Professional Engineer confirming the soil capability for on-site sewage disposal prior to proceeding to public hearing.

There are a number of additional subjects that will need to be resolved at the subdivision referral stage including, but not limited to:

- i. issuing a development permit to satisfy the "DPA I – Riparian Area Protection" requirements in the Sproat Lake OCP;
- ii. issuing a development permit to satisfy the "DPA II – Natural Hazard Areas" requirements in the Sproat Lake OCP;
- iii. possibly issuing a 10% parcel frontage waiver for any proposed lot that does not meet the minimum 10% road frontage requirement;

While the southern portion of the slope along Sproat Lake has slope greater than 30%, the applicants have provided confirmation from their Geotechnical Engineer that the property can be built on. The front yard set back from natural boundary is 15 meters (50 feet) and there are two development permit areas covering this property.

Staff supports this application as proposed which would allow for four seasonal residences on four separate lots with a maximum floor area of 150 square meters. The current zoning allows for one permanent residence and one mobile home, both of which could be occupied as a permanent residence. While the proposed minimum lot area is one hectare, the maximum number of lots is four on this 8.8 hectare property. This will result in at least one lot being significantly bigger than one hectare. The rationale for the smaller lot size is to allow flexibility in lot layout, while at the same time limiting the number of lots to four to maintain a low density appropriate for this

RD15006

area.

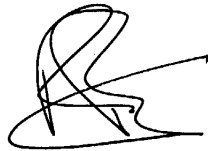
The MoFLNRO will be referred on this application and staff will ask for recommendations on appropriate wildfire mitigation measures. Initial response to staff has been that the fire had a minimal impact on the property and that the property is suitable for development.

This property is relatively unique in that it is a privately owned lot surrounded by crown forest land. At 8.8 hectares, the lot is too small to meet the BC Assessment criteria for private managed forests. The property has always been zoned Forest Reserve (A4) District. Staff reviewed appropriated uses for this property and supports the proposed rezoning application.



Submitted by:

Mike Irg MCIP, Manager of Planning and Development



Reviewed by:

Russell Dyson, Chief Administrative officer

RD15006

Fern Road Consulting Ltd.

PL20150030

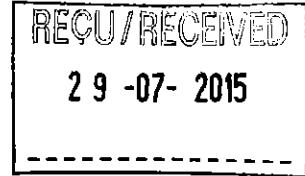
RD15006

PL20150031

DD15006
Our File: 15-57-Z

2015-07-29

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



Attention: Mike Irg

Dear Mike

RE: Sproat Lake Ventures – District Lot 364, Clayoquot District

On behalf of our clients, Elmer Laurence Daneliuk and Franciska Irene Daneliuk, we are applying for an Official Community Plan and zoning amendments to change the zoning to Seasonal Cottage District to allow for a 4 lot subdivision.

BACKGROUND

This property is on Sproat Lake and falls within Sproat Lake Official Community Plan (SLOCP). Property is treed and does not have any buildings. The property was affected by the recent forest fire on Sproat Lake. Our client has been informed by BC Wildfires Department that the fire burnt the foliage on the ground but did not burn into the trees.

Access is by water. Currently it is zoned A4. It is in both Natural Hazard and Riparian Development Permit Areas (DPA).

PROPOSAL

Our client would like to rezone to Seasonal Cottage District to allow a 4 lot subdivision. Access would continue to be water only. The shoreline is rocky but it is possible to land a small boat. To ensure all have access and to protect the Riparian area, we propose one landing area with an easement registered on title to grant access to all 4 lots.

DEVELOPMENT PERMIT AREAS (DPA)

Natural Hazard

Lewkowich Engineering Associates Ltd. (LEA) have inspected the property and prepared a report concluding it is safe for the intended use (enclosed).

Riparian

Toth and Associates Environmental Services (TOTH) have inspected the property and prepared a report concluding all development of cottages should be more than 15m from the natural boundary and vegetation removal within the 15m setback be limited to access only (enclosed).

Please note: Our office contacted both LEA and TOTH to get their perspective on the recent wildfire and if this would impact their reports. Both parties were still comfortable with the submission of their reports.

ENCLOSURES

In support of this application, we are enclosing the following:

- Clients cheque for \$1850.00 calculated as follows:
 - Official Community Plan amendment \$500.00
 - Zoning amendment \$750.00
 - Public Hearing \$500.00
 - DP RAR and Hazard \$100.00
- Application for Development
- Title search
- Letter of Authorization
- Hazard report prepared by LEA
- RAR Report prepared by TOTH
- Proposed Subdivision Plan prepared by Sims Associates

Should a site visit be required, please contact us and we will arrange for a boat.

Please phone or email me if you have any questions or concerns.

Yours truly



Jai:
Helen MacPhail Sims
HMS:rh
Enc.



TECHNICAL MEMO

Al Daneliuk

File: F2351.02

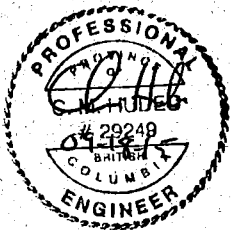
c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd. September 16, 2015
223 Fern Road West
Qualicum Beach, BC
V9K 1S4

ATTENTION: Mr. Al Daneliuk

PROJECT: DISTRICT LOT 364, TWO RIVERS ARM, SPROAT LAKE, BC.
SUBJECT: GEOTECHNICAL COMMENTS REGARDING FOREST FIRE

1. As requested, Lewkowich Engineering Associates Ltd. (LEA) considered the effects of the recent forest fire on the proposed subdivision of the subject property. It is our understanding that the forest fire burnt the foliage on the ground but did not burn into the trees. We also consider a forest fire to cause similar “damage” to a forest that logging incurs.
2. It is LEA’s opinion that the forest fire did not affect the global stability of the subject property. The negative effects of the fire are limited to a transient increase in risk of localized erosion and small, surficial soil slides in the burnt area. This increase in risk will abate as the ground cover re-grows. There is no expected impact outside of burn areas.
3. Lewkowich Engineering Associates Ltd. appreciates the opportunity to be of service on this project. If you have any comments, or if we can be of further assistance, please contact us at your convenience.

Respectfully Yours,
Lewkowich Engineering Associates Ltd.



Chris Hudec, M.A.Sc., P. Eng.
Senior Project Engineer



Al Daneliuk

c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.
223 Fern Road West,
Qualicum Beach, BC
V9K 1S4

File: F2351.01

Date: June 19, 2015

Attention: Mr. Al Daneliuk

**PROJECT: PROPOSED 4 LOT SUBDIVISION OF:
DISTRICT LOT 364, TWO RIVERS ARM, SPROAT LAKE, BC**

**SUBJECT: GEOTECHNICAL REVIEW OF NATURAL HAZARDS AS
OUTLINED IN SPROAT LAKE OFFICIAL COMMUNITY PLAN**

Dear Mr. Daneliuk:

1. INTRODUCTION

As requested, Lewkovich Engineering Associates Ltd. (LEA) has carried out a review of Geotechnical issues with respect to a proposed four lot subdivision at the subject property on May 5th, 2015.

2. BACKGROUND

- a. The subject property falls within the Sproat Lake Official Community Plan (SLOCP) area marked on SLOCP Map No. 1. The property is shown on SLOCP Map No. 3 to be in a Development Permit Area, DPA-II Natural Hazard Area. The Alberni-Clayoquot Regional District (ACRD) therefore requires that an Engineering Professional (Geotechnical Engineer) provide a report regarding any Natural (Geotechnical) Hazards of the site.
- b. LEA understands that the end use of the proposed lots could consist of recreational dwellings and auxiliary buildings constructed utilizing conventional construction methods, as well as the installation of associated site services, including onsite sewage disposal, gravel surface pathways, and access float and ramp. A portion of any of the new lots may continue to be used as a private woodlot with occasional harvest for onsite use. There are no roads or services to the property. Sproat Lake is the only means of access and would be the primary source of water supply.

Client: Al Daneliuk c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.
Project: Geotechnical Review of Natural Hazards
File #: F2351.01
Date: June 19, 2015
Page: 2 of 8



-
- c. The existing lot has bedrock outcrops along most of the shoreline with the exception of a central beach area approximately 10m wide that has an old road grade running upward to the northeast. It is possible that this area had been used in the past to land forestry equipment as there was old heavy wire rope on the upper beach. A short distance inland from the beach the gradient flattens to between five and ten percent upward to the north except for one bedrock outcrop approximately 15m across near the west boundary. The parent lot is fully treed, predominantly with conifers and has a mix of other species. Based on the vegetation LEA believes that there are sufficient soil depths to allow onsite sewage disposal on all proposed lots.

3. ASSESSMENT OBJECTIVES

Our assessment, as summarized within this report, is intended to meet the following objectives:

- i. Determine whether the land is considered safe for the use intended, (Defined for the purposes of this report as the creation of four recreational lots that may have dwellings and auxiliary buildings utilizing conventional construction methods, as well as the installation of associated site services, including onsite sewage disposal, gravel surface pathways, and and access float and ramp.), with the probability of a geotechnical failure resulting in property damage of less than 10 percent (10%) in 50 years, with the exception of geohazards due to a seismic event which are to be based on a 2 percent (2%) probability of exceedance in 50 years, provided the recommendations in this report are followed.
- ii. Identify any geotechnical deficiency that might impact the design and construction of the development, and prescribe the geotechnical works and any changes in the standards of the design and construction of the development that are required to ensure the land, buildings, and works and services are developed and maintained safely for the use intended.

Client: Al Daneliuk c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.
Project: Geotechnical Review of Natural Hazards
File #: F2351.01
Date: June 19, 2015
Page: 3 of 8



-
- iii. Acknowledge that Approving and/or Building Inspection Officer may rely on this report when making a decision on applications for the development of the land.

4. ASSESSMENT METHODOLOGY

- a. The surface geotechnical investigations were carried out on May 5, 2015.
- b. No test pits were made as the site is boat access only and the soils were exposed sufficiently in some areas to draw geotechnical conclusions.
- c. A photographic record of site views has been assembled for LEA's files.

5. GEOTECHNICAL CONDITIONS

- a. On the area near the shoreline of Sproat Lake on the subject property there are typically two main soil strata, with some variances observed by LEA, these consisted of bedrock with surface weathering and some fissures and a layer of angular sand and gravel overlaying the bedrock at a small beach area. Above the shoreline at various elevations LEA noted that there are typically four main soil strata, being overburden of varying thickness with some silt, organics, underlain by a compact, brown, moist, silty sand, gravel and cobbles with root tendrils, underlain by a compact, brown, moist, sand, gravel and cobbles and some silt over bedrock at varying depths.
- b. The steeper outcrop area to the west is comprised of bedrock with no overburden to very little overburden. In the area of the abandoned road grade there are fills on the lower side of the roadway but most of the road is barely discernable now and was at grade with the forest.
- c. The DL 364 property is sufficiently high enough above the lake level to allow development in areas away from the 15 meter Riparian setback zone.



6. CONCLUSIONS AND RECOMMENDATIONS

6.1 General

From a geotechnical point of view, the land is considered safe for the use intended (Defined for the purposes of this report as the creation of four recreational lots that may have dwellings and auxiliary buildings constructed utilizing conventional construction methods, as well as the installation of associated site services, including onsite sewage disposal, gravel surface pathways, and and access float and ramp.), with the probability of a geotechnical failure resulting in property damage of less than 10 percent (10%) in 50 years, with the exception of geohazards due to a seismic event which are to be based on a 2 percent (2%) probability of exceedance in 50 years, provided the recommendations in this report are followed.

6.2 Seismic Issues

- a. No compressible or liquefiable soils were encountered during the geotechnical field investigation.
- b. LEA has reviewed the gradients of adjacent lands for slopes greater than 30 percent and has concluded that there are minor risks of rock loosening in localized areas above the shoreline area and a rock outcrop inland approximately 30m on the western side of the existing lot. No recent movement was observed. A further study may be warranted when proposed building sites are known. The area north of the most likely building sites does not have slopes greater than 30 percent within an area of influence taken as within 200m.

Client: Al Daneliuk c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.
Project: Geotechnical Review of Natural Hazards
File #: F2351.01
Date: June 19, 2015
Page: 5 of 8



7. ACKNOWLEDGEMENTS

Lewkowich Engineering Associates Ltd. acknowledges that this report may be requested by the Approving Officer (or equivalent) of the Ministry of Transportation as a precondition to the issuance of a subdivision permit. It is acknowledged that the Approving Officers and Building Officials of the Alberni-Clayoquot Regional District may rely on this report when making a decision on application for rezoning and development of the land. We acknowledge that this report has been prepared for, and at the expense of Mr. Al Daneliuk. We have not acted for or as an agent of the Alberni-Clayoquot Regional District in the preparation of this report.

8. LIMITATIONS

The conclusions and recommendations submitted in this report are based upon the data obtained from a limited number of widely spaced surface observations. The nature and extent of variations between these observations may not become evident until construction or further investigation. No other warrantee, expressed or implied, is made. Due to the geological randomness of many soil formations, no interpolation of soil conditions between or away from the observed areas has been made or implied. Soil conditions are known only at the observed locations. If other soils are encountered, unanticipated conditions become known during construction or other information pertinent to the structures become available, the recommendations may be altered or modified in writing by the undersigned.

Client: Al Daneliuk c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.
Project: Geotechnical Review of Natural Hazards
File #: F2351.01
Date: June 19, 2015
Page: 6 of 8



9. CLOSURE

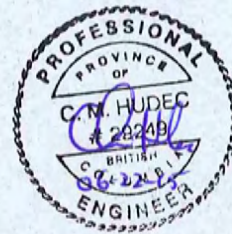
Lewkowich Engineering Associates Ltd. appreciates the opportunity to be of service on this project. If you have any comments, or additional requirements at this time, please contact us at your convenience.

Respectfully Submitted,
Lewkowich Engineering Associates Ltd.

A handwritten signature in blue ink, appearing to read 'Bradford Hill', is written over a faint circular stamp.

Bradford Hill
Senior Engineering Technician

Attachments: Photos



Chris Hudec, M.A.Sc., P.Eng.
Senior Project Engineer

Client: Al Daneliuk c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.
Project: Geotechnical Review of Natural Hazards
File #: F2351.01
Date: June 19, 2015
Page: 7 of 8



001 Beach/Landing Area

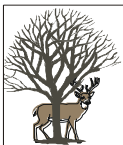


002 Inland Rock Outcrop

Client: Al Daneliuk c/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.
Project: Geotechnical Review of Natural Hazards
File #: F2351.01
Date: June 19, 2015
Page: 8 of 8



003 Typical Forest View



Toth and Associates Environmental Services

6821 Harwood Drive, Lantzville, B.C. V0R 2H0

Tel: (250) 390-7602 Fax: (250) 390-7603

E-mail: stoth@shaw.ca

September 2, 2015

Al Daneliuk

C/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.

223 Fern Road West,

Qualicum Beach, V9K 1S4

Re: Alberni-Clayoquot Regional District's request for comments regarding the potential effects of the Dog Mountain forest fire on our May, 2015 assessment of the Water Features on Lot 364, Clayoquot District, Sproat Lake

I, Steve Toth, AScT., R.P.Bio. (Toth and Associates Environmental Services) conducted a survey of the high water mark of Sproat Lake and an assessment of watercourse setbacks on the subject property noted above on May 5, 2015 for the proposed subdivision of the property. The 8.8 hectare subject property is located on the south side of Dog Mountain, Sproat Lake. The property is located within the Alberni-Clayoquot Regional District's (ACRD) Riparian and Natural Hazard Development Permit Areas.

A forest fire on Dog Mountain in July, 2015 burned approximately 450 hectares of forest. The ACRD has requested that I provide comments on the effects the fire may have had on my original assessment.

Without the benefit of a post-fire site survey I am only able to provide general summations regarding the possible effects of the fire. It is my understanding that the fire has impacted the subject property, but the severity of the impact is not known. A search of available online information yielded little useful information, with most of the photographs taken from either the Stirling Arm or Lakeshore Drive areas showing the opposite side of Dog Mountain.

I can conclude that the fire would not have affected the high water mark, and unless the fire burned right to the high water mark my flagging tape should still be present.

The property was forested primarily with mature and old growth Douglas-fir and due to the warm southern aspect of the property it supported some dry forest vegetation species such as arbutus, hairy manzanita, Saskatoon, western trumpet honeysuckle, and mountain boxwood.

Douglas-fir, especially as old growth, is naturally resistant to fire and unless the fire burned very hot and slow it is likely that the majority of the old growth Douglas-fir will have survived. With the loss of sub-canopy tree species such as western hemlock, western redcedar, pacific dogwood and arbutus there will likely be a dramatic increase in shrub and herb layer development over the next several years from the increased available sunlight.

It is not known how forest fire fighting activities may have impacted the property with regards to the creation of fire breaks, trails, sprinkler lines, etc.

Potentially soils within the area burned by the forest fire will become highly susceptible to erosion and could lead to landslides. There will likely be significant numbers of hazard trees requiring removal, and some of these may be located within the 15 m watercourse setback on the property. However, it should be noted that to be considered hazardous, a tree must have a “target”, such as a building, dwelling or area that people use on a regular basis.

Please contact us if you have any questions regarding the contents of this report.

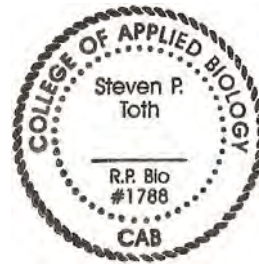
Sincerely,
Steve Toth, AScT. R.P.Bio.

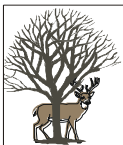


Toth and Associates Environmental Services

Tel. (250) 390-7602

E-mail: stoth@shaw.ca





Toth and Associates Environmental Services

6821 Harwood Drive, Lantzville, B.C. V0R 2H0

Tel: (250) 390-7602 Fax: (250) 390-7603

E-mail: stoth@shaw.ca

June 15, 2015

Al Daneliuk

C/o Sims Associates Land Surveying Ltd. & Fern Road Consulting Ltd.

223 Fern Road West,

Qualicum Beach, V9K 1S4

Re: Assessment of Water Features on Lot 364, Clayoquot District, Sproat Lake, for a Proposed Subdivision

Introduction

Steve Toth, ASCT., R.P.Bio. (Toth and Associates Environmental Services) conducted a survey of the water features on the subject property noted above on May 5, 2015. The proposed subdivision of the property has triggered the requirement for an assessment of watercourses on the property for determination of high water marks and watercourse setbacks. The subject property is located on the south side of Dog Mountain, Sproat Lake. The property does not have road access and is approximately 8.8 hectares in size. The property is located within the Alberni-Clayoquot Regional District's (ACRD) Riparian and Natural Hazard Development Permit Areas.

Biophysical Description

The subject property is located within the eastern variant of the Coastal Western Hemlock Very Dry Maritime (CHWxm1) biogeoclimatic zone. The property is forested primarily with mature and old growth Douglas-fir with western redcedar, western hemlock, arbutus, bigleaf maple, western white pine, pacific dogwood, and western yew (Photographs 1 and 2). Due to the warm southern aspect of the property it supports some dry forest vegetation species such as hairy manzanita, Saskatoon, western trumpet honeysuckle, and mountain boxwood. Redstem ceanothus (*Ceanothus sanguineus*), a deciduous shrub was documented along the shoreline (Photograph 3) and, while not a rare species the occurrence records do not appear to have previously identified this species in the Sproat Lake area.

The understory was comprised of salal, evergreen huckleberry, dull Oregon-grape, red huckleberry, broad-leaved starflower, deer fern, bracken fern, sword fern, vanilla leaf Prince's pine and step moss.

Along the rocky lake shore (Photograph 4) Pacific ninebark, trailing blackberry, thimbleberry, Nootka rose, maidenhair spleenwort, common red paintbrush, and woodland strawberry were noted.

Topographically the property rises steeply from the shoreline of Sproat Lake (Figure 1), with bedrock outcrops to the high water mark at the west end of the property (Photograph 5). The shoreline towards the east end of the property has lower slope gradient (Photograph 6).

Watercourse Descriptions

Sproat Lake is the only watercourse on the property. Due to the steep slope of the shoreline, riparian area vegetation is limited to a thin strip of land between the natural boundary and a few meters upslope of the high water mark. In those areas of the property where rock outcrops occur at the natural boundary there is no riparian vegetation development. Below the natural boundary there is a narrow sub-surface bench that comprises the near shore littoral zone, beyond which the lake bed drops-off into deep water. The narrow littoral zone is comprised of angular cobble, bedrock and some small areas of gravel with occasional large woody debris.

The high water mark of Sproat Lake was flagged (yellow with black dot) on the property. The high water mark of Sproat Lake was considered to be the upper limit of rafted small woody debris (Photograph 7). Due to steep slope of the shoreline the high water mark (Figure 2) does not vary substantially from the natural boundary (i.e. edge of rooted woody-stemmed vegetation).

Watercourse Setback Requirements

The setbacks required under the Sproat Lake Official Community Plan (OCP) are 15m from high water mark for Sproat Lake. The provincial *Riparian Areas Regulation* (RAR) does not apply within the ACRD.

The federal *Fisheries Act* (Section 35. (1)) indicates that: “No person shall carry on any work, undertaking or activity that results in serious harm to fish that are part of a commercial, recreational or Aboriginal fishery, or to fish that support such a fishery.” Sproat Lake supports all three types of fisheries that are described under Section 35. Sockeye salmon in particular are known to utilize the shoreline beach areas of Sproat Lake for spawning, but the rocky shoreline along the subject property is not the type of beach habitat utilized by sockeye for spawning.

Proposed Land Use

The proposed development of the property includes a four lot subdivision. The Sproat Lake OCP indicates that development (including subdivision) will require a Development Permit for DPA 1 (Riparian Areas) and that any development or alteration should be planned to avoid intrusion within 15m of Sproat Lake.

Current Conditions

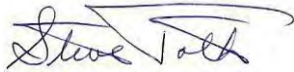
There was very little evidence of prior development on the property. A possible old logging road grade leads upslope from the only good small boat access point located at the one small area of gravel beach on the property.

Recommendations

Currently the proposed development is subdivision. Future land use could include physical development of the 4 lots. As there is currently no road access to the property it is likely that physical development would include boat access cottages, boat docks, road building and land clearing. Vegetation removal within the 15m setback should be limited to dock / cottage access roads and trails, hazard tree removal, limb pruning and tree crown reduction.

Please contact us if you have any questions regarding the contents of this report.

Sincerely,
Steve Toth, AScT. R.P.Bio.



Toth and Associates Environmental Services
Tel. (250) 390-7602
E-mail: stoth@shaw.ca

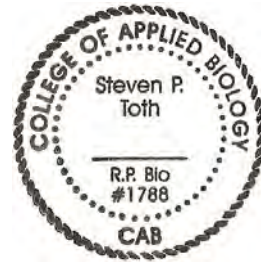


Figure 1. Proposed Subdivision Plan of Lot 364 overlaid on Google earth with terrain exaggeration.

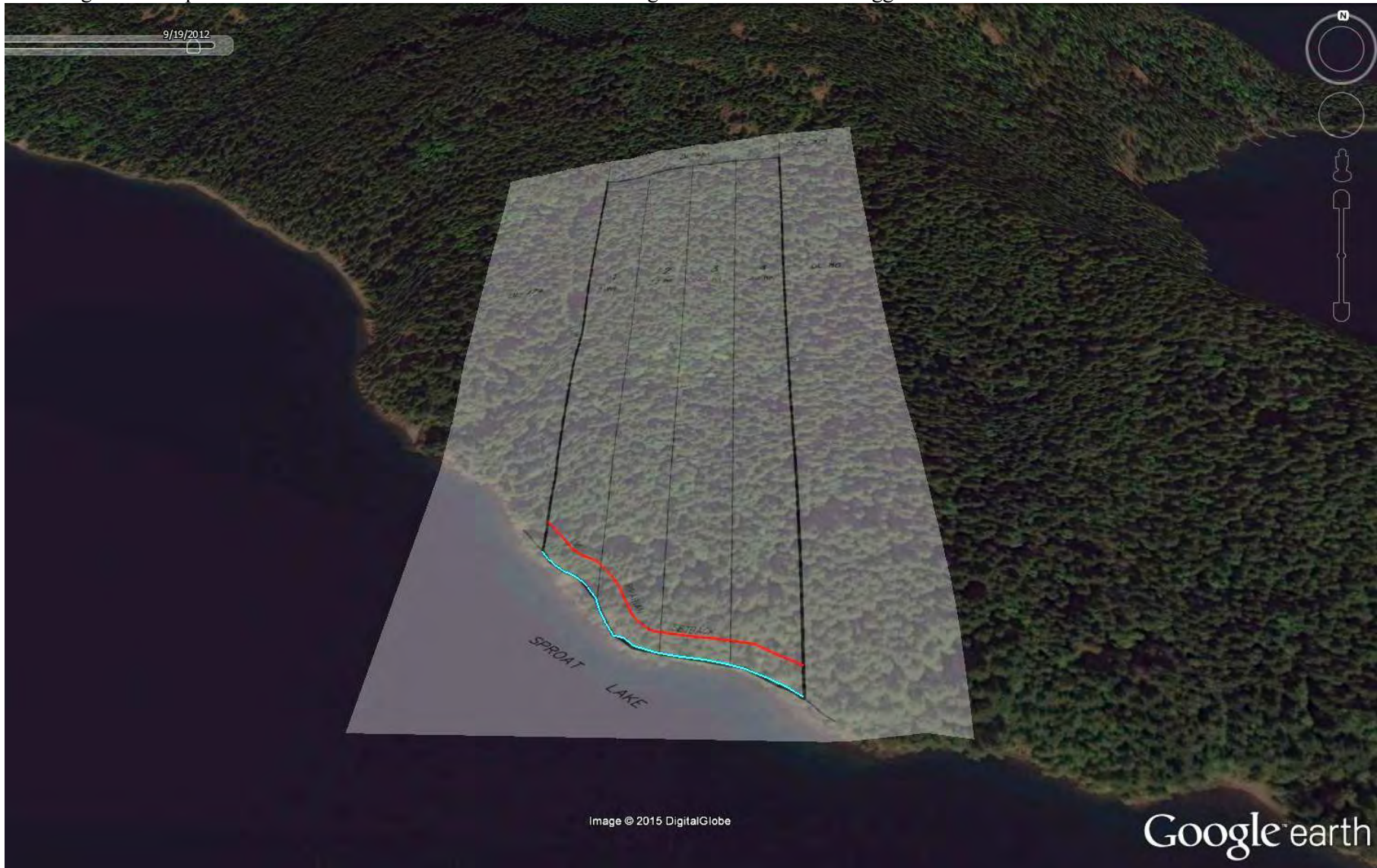


Figure 2. Part of Sims Associates Land Surveying Ltd.'s Survey Plan with high water mark and 15m riparian setbacks





Photograph 1. View of mature forest at east end of the property.



Photograph 2. View of young forest at west end of the property.



Photograph 3. Redstem ceanothus along the shoreline.



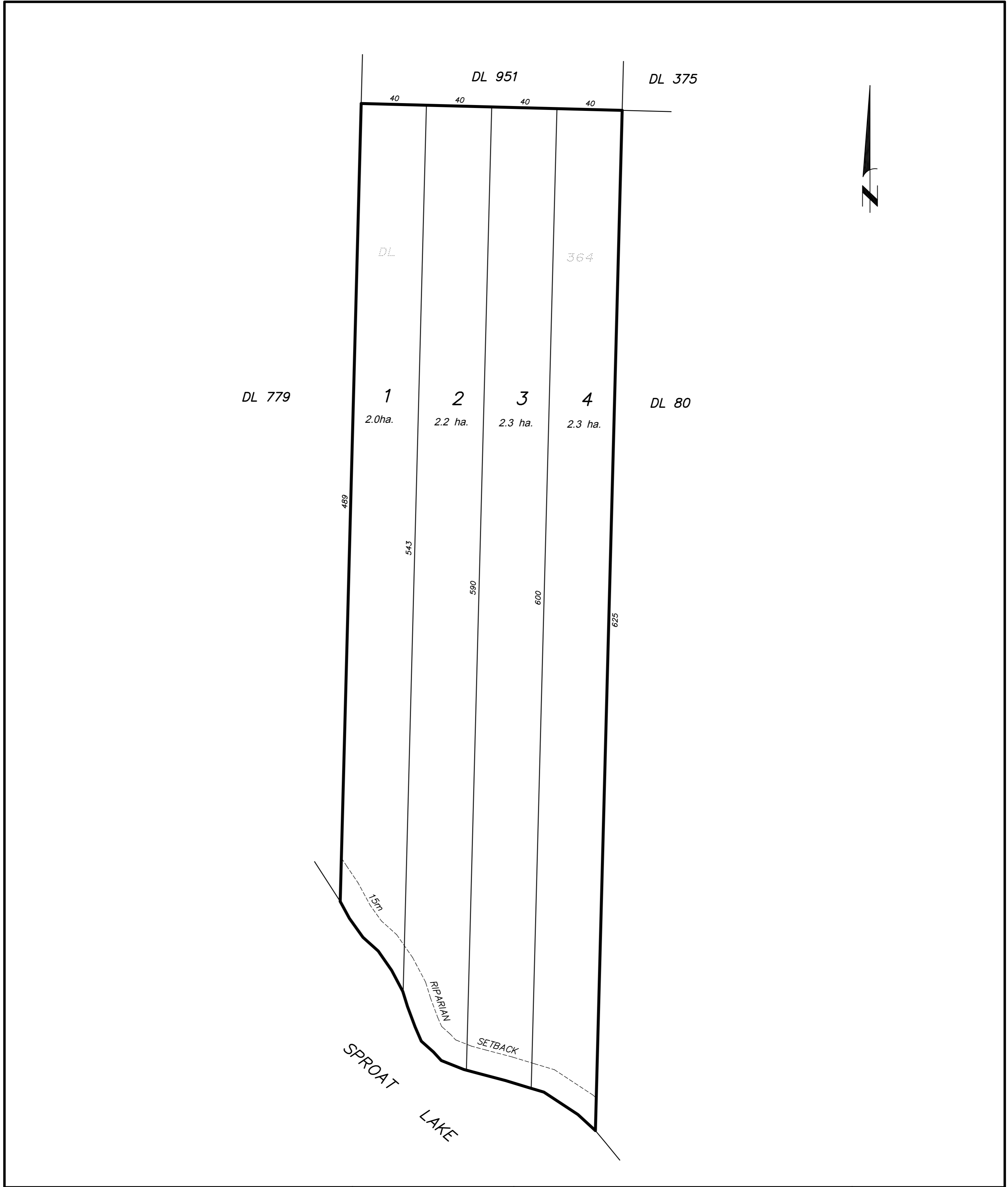
Photograph 4. View of bedrock outcrop along shoreline.



Photograph 5. View near the west end of the property, easterly along the shoreline.

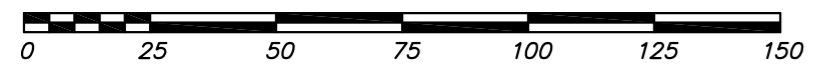


Photograph 6. View near the east end of the property, westerly.



**PROPOSED SUBDIVISION PLAN OF
DISTRICT LOT 364, CLAYOQUOT DISTRICT**

SCALE 1:1500



LEGEND

All distances are in metres and decimals thereof.
 All distances along curves are arc distances.
 All dimensions and areas are subject to final survey.
 DL Denotes district lot
 REM Denotes remainder
 ha. Denotes hectares

No.	DATE	REVISION

SIMS ASSOCIATES
 LAND SURVEYING LTD.
 223 FERN ROAD W.
 QUALICUM BEACH, B.C. V9K 1S4
 PHONE: 250-752-9121
 FAX: 250-752-9241
 FILE NUMBER: 15-057-S
 DRAWING NUMBER: 15-057 P1.DWG
 DATE: 2015/06/04

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1331

**A BYLAW TO AMEND BYLAW NO. P1310
SPROAT LAKE OFFICIAL COMMUNITY PLAN**

WHEREAS by Section 884(2) of the *Local Government Act*, all bylaws enacted by the Regional Board must be consistent with an existing official community plan;

AND WHEREAS the Regional Board may amend an existing official community plan;

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

1. TITLE
This bylaw may be cited as the Sproat Lake Official Community Plan Amendment Bylaw No. P1331.
2. Schedule B, the plan map, is hereby amended by redesignating LOT 364, CLAYOQUOT DISTRICT from "Resource Use" to "Comprehensive Development Area" 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 , 20XX

Read a third time this day of , 20XX

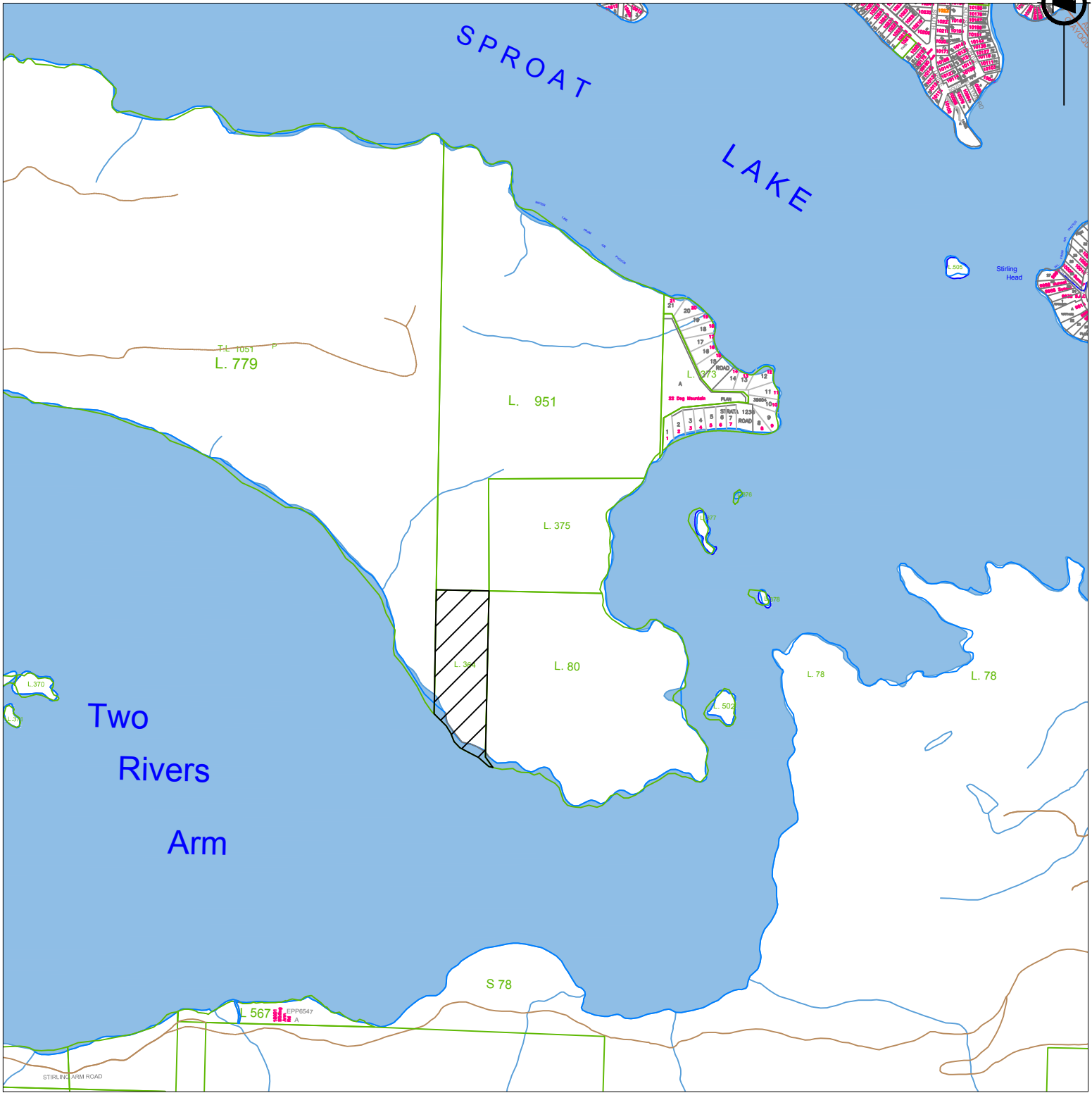
Adopted this day of , 20XX

Russell Dyson, CAO

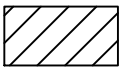
Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1331



Legal Description: LOT 364, CLAYOQUOT DISTRICT.



To be redesignated from "Resource Use" to "Comprehensive Development Area".



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

262



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1332

**OFFICIAL ZONING TEXT AMENDMENT AND
OFFICIAL ZONING ATLAS AMENDMENT NO. 681**

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 amendments to the Official Zoning Text and 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 Text and Atlas Amendment Bylaw No. P1332.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot text is hereby amended by:

- a. Adding a new section “164 Comprehensive Development Lot 364 (CD L364) District” to read as follows:

“ 164 Comprehensive Development Lot 364 (CD L364) District

This District provides for low-density development of large parcels intended for residential and/or recreational use without the provision of water, sewer, sewage disposal, drainage or fire protection services by the Regional District. The natural setting and environmental features will be protected and preserved through large lot sizes and low density.

164.1 Permitted Uses

- (1) One Single Family Dwelling per lot which is constructed on the site on which it will be occupied, which is not to be occupied as the permanent home or residence of any family, but rather as a vacation or seasonal residence for a family maintaining a permanent residence elsewhere;
- (2) One Accessory building;

164.2 Density

- (1) One (1) Single Family Dwelling per lot;
- (2) the minimum lot size shall be one (1) hectare (2.47 acres);
- (3) the maximum number of lots shall not exceed four (4) lots;
- (4) the maximum floor area of a Single Family Dwelling unit shall not exceed 150 square meters (1,614 square feet) in floor area;
- (5) the maximum floor area for an accessory building shall not exceed 40 square meters (430 square feet) and the height shall not exceed 3.66 meters (12 feet). ”

b. Including the following line item to Section 200, Schedule II – Bulk and Site Regulations:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (feet)			Maximum Height (feet)
				Front	Rear	Side	
CD L364	150	2.5 acres	5%	50	30	15	30

c. Including “CD L364” on the line that references “R” Districts in Section 4.3, Interpretation.

d. Including “164 Comprehensive Development Lot 364 (CD L364) District” in Section 5.1, Designation of Districts, under Comprehensive Development Use.

- 3. Bylaw No. 15 of the Regional District of Alberni-Clayoquot atlas is hereby amended by rezoning LOT 364, CLAYOQUOT DISTRICT from Forest Reserve (A4) District to Comprehensive Development Lot 364 (CD L364) District as shown on Schedule A which is attached to and forms part of this bylaw.
- 4. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of , 2015
 Public Hearing held this day of , 2015
 Read a second time this day of , 2015
 Read a third time this day of , 2015

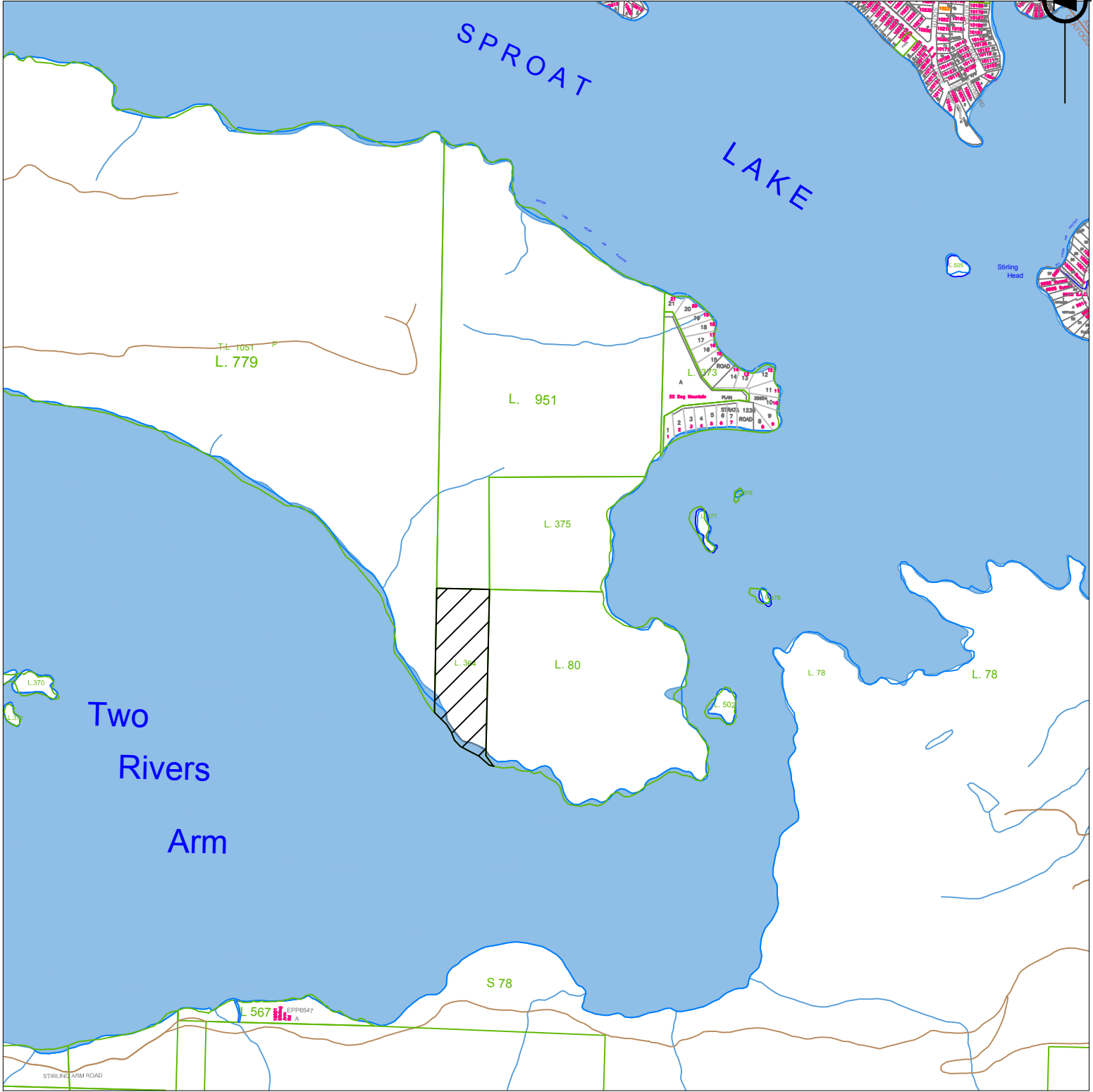
Adopted this day of , 2015

 Russell Dyson, CAO

 Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1332



Legal Description: LOT 364, CLAYOQUOT DISTRICT.



To be rezoned from Forest Reserve (A4) District to Comprehensive Development Lot 364 (CD L364) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT





MEMORANDUM

To: Russell Dyson, Chief Administrative Officer; and
Regional Board of Directors

From: Heather Adair, Junior Planner

Date: October 7, 2015

Subject: DVE15010, 7955 Beaver Creek Road (Evans)

Background


On September 9th, 2015 the Board reviewed an application for a development variance permit for LOT A, DISTRICT LOT 32, ALBERNI DISTRICT, PLAN 7063, EXCEPT PARCEL A (DD 64623N) THEREOF, located at 7955 Beaver Creek Road.


The Board recommended that this application be furthered to the next stage of the variance process. This involved notifying all property owners within 200 feet of the property which has been completed. No correspondence has been received to date. If any objections or responses are received prior to the October 14, 2015 Board meeting, staff will inform the Board.


The development variance permit will vary the lot width in Acreage Residential (RA2) District from 120 feet to 105 feet to facilitate the subdivision of this property.

Recommendation

THAT the Board of Directors pass a resolution to issue Development Variance DVE15010.

Prepared by: 
Heather Adair, Junior Planner

Reviewed by: 
Alex Dyer, Planner

Reviewed by: 
Russell Dyson, CAO

DVE15010



DEVELOPMENT VARIANCE PERMIT NO. DVE15010

Whereas, pursuant to Section 922 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 7 of Part 26 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

Name: Kenneth Evans

Address: 7955 Beaver Creek Road, Port Alberni BC

With respect to:

Legal Description: LOT A, DISTRICT LOT 32, ALBERNI DISTRICT, PLAN 7063, EXCEPT PARCEL A (DD 64623N) THEREOF

PID: 005-812-909

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15 are hereby varied as follows:

- (i) Vary Section 200 – Schedule No. II – Bulk and Site Regulations, by reducing the required lot width in the Acreage Residential (RA2) District **from 120 feet to 105 feet** for the proposed Lot 1.

In accordance with the provision of Section 922 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on XXX, 2015.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on XXX, 2015.

Russell Dyson, CAO

Chair of the Board of Directors

DVE15010



MEMORANDUM

To: Board of Directors
From: Russell Dyson, Chief Administrative Officer
Date: October 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:

- 2016 Budget preparation;
- AV Regional Airport Runway Extension funding approval and OLS, following up with various grant applications, responding to information requests; meetings with license holders; FLNR application;
- Salmon Beach Services – Securing West Coast Assistant; Meeting with Salmon Beach Committee to review water study results;
- 2015 CUPE Negotiations;
- Recruitment process – Building Inspector;
- First Nations Consultation;
- Dog Mountain – continued assessment of evacuation status and EOC debrief with Fire Centre;
- Negotiations with regards to various land interests;
- Background work on Coastal Response Emergency Exercise for June 2016
- Discussions and improved Somass River monitoring
- Electoral Area Initiatives
- NI 911 Repeater Sites
- Sproat Lake Volunteer Fire Department Review
- Continued Administration of 2015 Woodstove Exchange Program & Funding application for 2016
- Securing ESS Services through Canadian Red Cross Society
- UBCM Attendance and Support

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Submitted by: _____
Russell Dyson, Chief Administrative Officer



MEMORANDUM

To: Board of Directors
From: Andrew McGifford, Acting Manager of Finance
Date: October 8, 2015
Subject: Finance Department Staff Report

In addition to day-to-day activities, the finance department has been working on the following in September 2015:

- Sent another request to vendors and switched 18 new vendors over the EFT payment processing.
- Completed the annual West Coast garbage invoices and schedule mail out.
- Prepared the newsletters for the Bamfield and Beaver Creek Water mail outs.
- Worked with the Air Quality to reinstate the Fall Woodstove Exchange program from September to December 2015
- Worked with the Air Quality Council and submitted a new application for funding for the Woodstove Exchange Program in 2016
- Worked with Property Maintenance and Municipal Insurance Association to schedule our annual site risk analysis, selected suite was Bamfield Community Parks.
- Assisted in land acquisition process for Alberni Valley Landfill.
- Finance staff training – new Accountant in full time role.
- The Bamfield Fire Department – bookkeeping was taken over by ACRD Finance Department August 1.
- AVRA - Community Forest Grant budget for submission and funding receipt.
- Prepared financial information for Salmon Beach September 5th..
- Prepared the financial information for the Bamfield Water Committee September 15th.
- Assisted in the evaluation process for BCVFD Rescue Truck.
- Dog Mountain Fire – EMBC reimbursement submission for expense to date.

Submitted by: _____
Andrew McGifford, Acting Manager of Finance

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of October 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.	Reconcil. Committee	Committee to review status
3.	April 9th Board	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings.	Reconcil. Committee	Committee to review status
4.	Feb. 11 th Board	Consult with affected interests of the AVRA expansion including Greenmax, SD#70, Ministry of Forests Lands and Natural Resource Operations, Coulson Group of Companies, AV Drag Racing Assoc. and Hupacasath First Nation and Tseshaht First Nation	Russell	Ongoing
5.	April 22 nd Board	Prepare a report to the Board the Municipal Insurance Association proposal for covering infrastructure in the event of a disaster as presented at the AVICC Convention.	Russell	MIA project ongoing – they will contact us
6.	May 27 th Board	Assessment of Tseshaht First Nation water system expansion to Bell & Stuart roads waiting further information from the Tseshaht First Nation.	Russell	Pending more info. from TFN
7.	May 27 th EA Directors	Bring back a report with more information on possible uses for the gas tax funds and funds allocated on a per capita basis – prepare a report.	Russell/ Andrew	Next Electoral Area Directors meeting – Nov. 4
8.	Sept. 9 th Board	The Board passed a resolution to send a letter to key Fisheries and Oceans staff regarding the Regional Districts efforts to ensure that the concerns of the Region be explained to negotiating staff – Forward approved letter	Wendy	Done
9.	Sept. 9 th Board	The Board approved applying for funding through the BC Government “Provincial Wood Stove Exchange Program” in order to continue with the Woodstove Exchange Program in the Alberni-Clayoquot Region in 2016 – Submit application	Wendy/ Brenda/ Sarah	Done
10.	Sept. 9 th Board	Forward a letter to the federal and provincial Government supporting the initiative by Our Horizon on climate change and air pollution information labels on gas pumps – draft letter	Wendy	Done

#	Date	Action Item	Assigned to	Target Date/Update
11.	Sept. 16 th Special Board	The following individuals were appointed as the 2016 Coastal Response Local Planning Committee: Director John McNabb, Russell Dyson, CAO, Dan Holder, Emergency Coordinator, Ken Watson, Manager, City of Port Alberni, Timothy Pley, Fire Chief, City of Port Alberni, ACRD Director from the City of Port Alberni – Arrange first Committee meeting to prepare a report outlining a local plan to participate in the June 2016 Coastal Response Exercise	Russell	First meeting to be determined
12.	Sept. 16 th AV & Bamfield Services Comm.	The Alberni Valley/Bamfield Services Committee recommends that the ACRD Board of Directors approve up to a maximum of \$5,000.00 in 2015 including in-kind through the 2015 Special Events Fund and the remaining funds for a total of \$10,000.00 combined be included in the 2016 grants-in-aid – Forward for consideration by Board	Wendy	For consideration - Oct. 14 th Board Agenda
13.	Sept. 16 th AV & Bamfield Services Comm.	The Alberni Valley/Bamfield Services Committee recommend that the ACRD Board of Directors enter into a one year partnership agreement with Canadian Red Cross in the amount of \$10,000.00 for Emergency Social Services with funds coming from the Alberni Valley Emergency Planning budget – Prepare report to the Board	Wendy	For consideration – Oct. 14 th Board Agenda
14.	Sept. 16 th AV & Bamfield Services Comm.	A three (3) person committee made up of the CAO, Chairperson Osborne and Director McNabb was established to continue to meet with the Tseshaht First Nation to discuss tenure at the AV Landfill - arrange next meeting	Russell	Next steps requested of Tseshaht FN
Finance Department				
15.	July 22 Board	The Board approved staff to re-apply for an Infrastructure Planning Grant on behalf of the Cherry Creek Waterworks District (CCWW) to develop an infrastructure improvement plan – submit application.	Andrew	Awarded
16.	Aug. 12 th Board	The Board of Directors rescinded third reading of Bylaw cited as “Bylaw 766-2, Arvay Road Street Lighting Service Amendment, 2015 and gave third reading as amended – forward bylaw for approval by the Inspector of Municipalities.	Andrew	In Progress
17.	Sept. 9 th Board	The Board of Directors approved securing the services of J. McMillan Bailiff & Collection Ltd. to provide services related to collect uncollectible account balances that cannot be transferred to	Andrew	Done

#	Date	Action Item	Assigned to	Target Date/Update
		property tax accounts – Arrange agreement for services		
18.	Sept. 9 th Board	The Board of Directors adopted Bylaw cited as “2015 Tax Exemption Bylaw No. F1121” to exempt the Alberni Valley and Long Beach Golf Clubs from taxation in 2016 – Advise Golf Clubs and forward bylaw to BC Assessment	Andrew	Done
19.	Oct. 7 th WC Comm.	Include a review of lease rates at the LB Airport for consideration during 2016 Budget deliberations	Andrew	In progress
Environmental Services Department				
20.	Apr. 8/10 th WC	Work with Parks Canada on the landfill road agreement.	Russell	Letter sent January 12 th
21.	May 11/11 th AV Comm.	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill.	Russell	In progress
22.	June 13/12 th BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners.	Luc	Design in progress – GPS Complete
23.	Oct. 10/12 th 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
24.	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 their water systems for the Bell Road/Stuart Avenue water supply; and following the consultation, 2. Provide the information to the Bell Road/Stuart Avenue residents on the water servicing options.	Russell	Note Action Item #7
25.	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	Installation proceeding
26.	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.	Russell	In progress
27.	June 10 th Board	The Board of Directors adopt the following implementation policy for penalties at the Alberni Valley	Janice/ Andrew	In progress

#	Date	Action Item	Assigned to	Target Date/Update
		Landfill: <ul style="list-style-type: none"> • Commencing January 1, 2016, a surcharge of 50% of the current tipping fee for loads containing more than 10% of corrugated cardboard; • Commencing July 1, 2016 a surcharge of 100% of the current tipping fee for loads containing more than 5% of corrugated cardboard • Update ACRD policy book etc. 		
28.	July 8 th Board	The Board of Directors passed a resolution directing staff to proceed with the three obstacle limitation surface projects on the Alberni Valley Regional Airport property and lands surrounding as outlined in the June 2015 request for proposals and the work be awarded as follows: <ul style="list-style-type: none"> • Area 1 7.3ha requiring vegetation removal and landscaping to Berry and Vale Contracting for \$29,900.00. • Area 2 22.04ha requiring vegetation removal to Berry and Vale for \$37,000.00. • Area 3 40.7ha requiring timber harvesting and vegetation removal to Dynamite Logging for \$59,133.29. 	Mark / Heather	Work in progress – dependent on fire risk
29.	July 8 th Board	The Board of Directors awarded the bid for the roofing installation and repair for the West Side Fire Hall to K&F Roofing & Renovations in the amount of \$21,000 plus GST – proceed with project.	Luc	Done
30.	July 22 Board	The Board awarded the Leachate Interception Wells tender to Drillwell Enterprises Ltd. for well drilling and set costs of \$52,450.00 plus GST.	Randy	In Progress
31.	Aug. 12 th Board	Prepare a report for the next West Coast Committee regarding review of lease rates at the Long Beach Airport.	Andrew/ Janice/Mark	In Progress
32.	Sept. 9 th Board	Refer the correspondence from the District of Tofino regarding working with Eco West on green infrastructure to staff for consideration and report back to the West Coast Committee and then the Board of Directors – Prepare a report for consideration at the October 7 West Coast Committee Meeting	Andrew	In Progress
33.	Sept. 9 th Board	The Board passed a resolution to renew Parks Canada's lease at the Long Beach Airport for a 3 year term commencing September 1, 2015 and	Andrew/ Janice	Done

#	Date	Action Item	Assigned to	Target Date/Update
		ending August 31, 2018 at a rate of \$30,000.00 per year plus applicable taxes – Prepare for signatures by the parties		
34.	Sept. 9 th Board	The Board passed a resolution authorizing the purchase of a rescue/utility truck for the Beaver Creek Volunteer Fire Department from Safetek Firetrucks.ca's in the amount of \$159,952 plus GST & PST – Proceed with purchase	Andrew	Done
35.	Sept. 9 th Board	The Board passed a resolution selecting Pacific Wood Waste Inc. for the wood grinding service at the Alberni Valley Landfill in the amount of \$16,800 plus GST – Proceed with project	Andrew	In Progress
36.	Oct. 7 th WC Comm.	Draft two separate agreements with Tofino Air for the Long Beach Airport House Rental and Terminal Caretaker Agreement for consideration by the ACRD Board	Janice	In Progress
37.	Oct. 7 th WC Comm.	Forward the DND Lease Renewal for the Receiver Facility at the LB Airport for consideration by the ACRD Board	Janice	Oct. 14 th Board
38.	Oct. 7 th WC Comm.	Proceed with necessary paperwork etc. for Hidden Fortress to park their trailers at the LB Airport, Oct. 14 – 17 for \$750.00 per day for their movie production	Mark	Arranging
Planning Department				
39.	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	Including in new zoning bylaw
40.	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
41.	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
42.	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
43.	May 27 th EA Directors	Zoning Bylaw Text Amendment for Riparian Setbacks within all Electoral Area Official Community Plan Areas - The EA Directors passed a resolution instructing planning staff to re-designate major and minor streams within all electoral area official community plan areas.	Mike	Planning staff to review

#	Date	Action Item	Assigned to	Target Date/Update
44.	May 27 th EA Directors	Electoral Area Directors Committee instructed staff to bring a report to the Board on options for dealing with vacation rentals.	Mike	Planning staff to review
45.	May 27 th Board	The Board approved 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: <ol style="list-style-type: none"> 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 – Proceed with the project.	Luc	In progress
46.	May 27 th Board	Work with West Coast Aquatic and bring back a recommendation to the Board on partnering with West Coast Aquatic in habitat restoration, protection and enhancement projects.	Mike	Planning staff to review
47.	June 24 th Board	Staff investigate Transport Canada's Ports Asset Transfer Program relating to the West Bamfield dock & report back to the Board.	Mike	On going
48.	July 22 Board	Contact the Ministry of Environment regarding the ACRD request for investigation of improved river monitoring for the Somass River Watershed and have their staff arrange for conferencing with key players.	Mike	In progress
49.	Sept. 9 th Board	The Board passed the following resolution with regards to Nordstrom Park, 6028 Beaver Creek Road: <p style="margin-left: 40px;">Agree in principle to the Nordstrom Playground Proposal subject to:</p> <ul style="list-style-type: none"> • the specific make and model being approved by the ACRD staff prior to fundraising; • the installation of the playground structure being supervised by a qualified professional; • support of the Beaver Creek Advisory Planning Commission; • support from applicable referral agencies; • support from the Beaver Creek Volunteer Fire Department 	Heather	Ongoing Referrals sent APC scheduled Back to Board in late November

#	Date	Action Item	Assigned to	Target Date/Update
50.	Oct. 9 th WC Comm	Investigate the request from Rod's Power and Marine Ltd. to lease boat storage, indoor and outdoor at the LB Airport and report back to the Committee	Mike/ Alex	Investigating zoning

Issued: October 6, 2015



MEMO

To: Board of Directors

From: Janice Hill, Environmental Services Coordinator

Meeting Date: October 14, 2015

Subject: SWMP Review and Implementation Process– Organic Waste Diversion Strategy

This memo is to provide the Alberni-Clayoquot Regional District Board of Directors an update on the development of organic waste diversion strategies for the Alberni Valley and West Coast in accordance with the Solid Waste Management Plan Review and Implementation Process.

Summary:

Since December 2014, the Solid Waste Plan Monitoring Advisory Committees for the West Coast and Alberni Valley have been overseeing the development of an organic (food, yard and compostable paper) waste diversion strategy for each of their respective waste management service areas. The two strategies are based on an assessment of local opportunities for organic waste diversion including environmental, social and economic costs and benefits. The final strategies will be submitted to the Board for consideration in November.

Background:

In May 2014 the Board approved the process to review the 2007 ACRD Solid Waste Management Plan (SWMP) and implement outstanding Plan components. These outstanding components relate to disposal bans on recyclable materials and the development of organic waste diversion strategies for the Alberni Valley and the West Coast. The primary role of the SWPMAC is to provide recommendations to the Board regarding the implementation of the programs and policies outlined in the SWMP, which will increase waste diversion in the ACRD.

Disposal Bans:

With respect to the implementation of disposal bans on recyclable materials, in April 2015 the Alberni Valley SWPMAC supported the implementation of disposal bans at the Alberni Landfill on corrugated cardboard, metal, yard waste and products covered under a provincial product stewardship program. In June 2015, the Board adopted Bylaw R1027 to prohibit landfill disposal of these materials at the Alberni Valley effective July 1, 2015. The West Coast SWPMAC is also supportive of disposal bans at the West Coast Landfill; however implementation will not likely be until January 2016 to allow for more stakeholder consultation.

Organics Diversion Strategies:

Since December 2014, the SWPMAC for the West Coast and Alberni Valley have been overseeing the development of organic waste diversion strategies for their respective waste management service areas.

These two strategies, which will be submitted to the Board for approval in November, are based on an assessment of opportunities for organic waste diversion undertaken by Carey McIver & Associates Ltd. (CMA).

While diverting organic wastes from landfills and producing compost contributes to sustainability in many communities in BC and North America, due to the potential environmental, economic and social benefits, there are challenges for success of these programs in the Alberni Valley and the West Coast. However, these environmental benefits must be balanced with the cost of organic waste collection and processing. We are mindful that in the Alberni Valley in particular and the City of Port Alberni specifically, costs of local government services are an issue. Therefore, before proceeding with a service that may be beneficial in other communities, we have endeavored to ensure the Board has a thorough understanding of the costs as well as an idea of alternatives.

West Coast Service Area:

For the West Coast, the CMA assessment did not find that an organic waste collection and processing program would be sustainable at this time due to the high costs associated with constructing and operating a small scale composting facility. Consequently, at their June meeting, the West Coast SWPMAC determined that only options associated with organic waste *reduction* should be pursued at this time (i.e. avoiding the generation of food waste).

The Committee has also discussed the future viability of food waste composting once the District of Tofino Liquid Waste Management Plan (LWMP) is completed (estimated to be in four or five years). If the LWMP results in the generation of biosolids that need to be composted, the addition of this material to an organic waste composting facility may enhance its economy of scale and provide a more cost-effective local waste management option. The West Coast SWPMAC will be reviewing and finalizing these recommendations at their October 15, 2015 meeting prior to submitting them to the Board for consideration in November.

Alberni Valley Service Area:

For the Alberni Valley, the CMA assessment was somewhat more positive. However, the potential benefits are not without challenge, given the costs associated with collecting and processing organic wastes from the residential and industrial, commercial and institutional (ICI) sectors. With respect to environmental and economic benefits, diversion of organic waste from the Alberni Valley Landfill could reduce GHG emissions as well as the costs associated with the construction and operation of a landfill gas (LFG) collection facility

With respect to reducing greenhouse gas emissions, this benefit will only be derived from diverting food waste from the Alberni Landfill since yard waste is not currently received at the Landfill in any significant quantities. Although in many communities significant amounts of yard waste are collected at the curb from single-family households or accepted at drop-off facilities from both residential and commercial customers, this is not the case in the Alberni Valley. Indeed, very little yard waste (341 tonnes in 2014) is actually delivered to the Alberni Valley Landfill in spite of the fact that there is no tipping fee for this material.

This lack of yard waste has a significant impact on the potential for organics composting in the Alberni Valley. Processing facilities typically require equal parts food waste to yard waste for effective

composting. This is the case in the Comox Valley pilot where food and yard waste is collected from households and composted at a facility located at the Comox Valley landfill. In the Regional District of Nanaimo, while yard waste is not collected at the curb, sufficient quantities are collected from drop-off facilities to meet the needs of the local private composting facility.

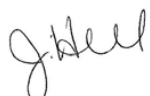
In the Alberni Valley, at an estimated quantity of 3,000 tonnes of food waste, a compost facility would need roughly 3,000 tonnes of yard waste or other woody material. Given that the Alberni Valley Landfill only received 341 tonnes of yard waste and 291 tonnes of land clearing waste in 2014, a composting facility would need to identify and secure additional sources for this material. This presents a significant economic issue given uncertainties regarding the cost and availability of this material.

There would also be an increase in collection costs to households in the City of Port Alberni. Based on discussions with staff from the City, CMA prepared cost estimates for an organics collection program under three scenarios: (1) food waste weekly, (2) food and yard waste weekly, and (3) food and yard waste bi-weekly. Each of these scenarios would involve annual cost increases in the order of \$41, \$53 and \$24 respectively.


Consequently, the organic waste diversion opportunities assessment completed by CMA, does not indicate a clear and immediate path towards implementing an organics diversion program in the Alberni Valley. Instead the assessment identifies issues that require further attention as well as actions that can be taken immediately to divert organic wastes and thereby reduce associated greenhouse gas emissions.

If the cost benefit of an organics program principally depends upon greenhouse gas reductions and avoiding the costs of methane gas collections at the landfill, then other cost effective options to achieve these benefits should be pursued to the fullest extent first.

The Alberni Valley SWPMAC will be reviewing and finalizing their recommendations for an organic waste diversion strategy at their October 29, 2015 meeting, after which a full report and recommendations will be submitted to the Board for consideration in November.

Submitted by: 

Janice Hill, Environmental Services Coordinator

Approved by: 

Russell Dyson, CAO

From: "Capital EDC Economic Development" <patrick.marshall@capitaledc.com>
To: "Des Nobels" <dnobels@citytel.net>, "Harold Steves" <haroldsteves.savefarmland@gmail.com>, "tonben1" <a5a85528@telus.net>, "Dianne St. Jacques" <dstjacques@ucluelet.ca>, gletcher@rdmw.bc.ca, penglish@rdmw.bc.ca, hbood@porthardy.ca, "mike ruttan" <mike_ruttan@portalberni.ca>
Sent: Thursday, October 8, 2015 3:52:37 PM
Subject: RE: Coastal Community Conference Call Notes

Coastal Community Network
Conference Call
Thursday October 8, 2015 3:00 pm
Des Nobels
Diane St. Jacques
Greg Fletcher
Hank Bood
Harold Steves
Pat English
Tony Bennett
Patrick Marshall
Absent: Mike Rattan

Some Notes

T. Bennett led a discussion and suggested that we look at the CCN Bylaws and Constitution. Look at Part 2 Membership and its Regional Districts. What we are looking at is CCN legitimacy, we represent coastal processing and fishing communities.

He laid out a survival mode which maintains status as organization, dormant, other than attending groundfish and hake boards. If there is a desire to pursue an issue or subject matter there would be a cost associated with it and estimated as on an a la carte menu.

If people want to back off or change Chair or how its run, T. Bennett and P. Marshall have no intent to hinder CCN and will step aside if necessary. It is a viable organization.

H. Steves stated that trying to get participation by Metro Vancouver RD is difficult. Can't get it through the Board. Can make an Associate Membership at Richmond work.

D. St. Jacques suggested we change bylaw to allow for plain Membership in three regional areas: Vancouver Island, South Coast and North Coast. Let interested parties self identify as we move ahead.

P. Marshall outlined a vision of a monthly retainer, easily afford, which would scale up depending on needs. He also advised that he had been certified in Community Engagement by IAP2 and that this might be a better role than an advocacy, or at least be soft on the advocacy role. No one speaks for Regional Districts other than their Boards.

Discussion about out of pocket costs. Most Administration covers travel and reimbursements for meetings. There is \$6,300.00 on account for the association.

It might be good to Post on the web site from time to time.

Charlie Minns to advise.

An estimated retainer might be \$250 month plus web registration and maintenance.

Richmond working with Port Alberni on short se shipping and coastal transportation.

Maintain seats and a bare bones operation.

D. Nobels spoke of maintaining control of fishing and processing subject matter on the coast.

T. Bennet asked P. Marshall for a written proposal to maintain the org with options for levels of activity divided three regions.

H. Steve's said he would review what ever was delivered with G. Moore to get a letter identifying H. Steves as the representative for the South Coast.

P. Marshall to prepare the 2015 registration if everyone would send him their personal mailing addresses please asap.

The 2016 CCN AGM will be held in the coffee lounge at Victoria September 26-30.

Maybe Port Authorities might be engaged in discussions around coastal transportation.

Next Conference Call Thursday November 8th 3:00 pm

P. Marshall to get a briefing Note to everyone on or before October 15th.

Call terminated at 3:29pm

Please feel free to add or subtract

Patrick

ca.linkedin.com/in/patricknelsonmarshall/

Patrick Nelson Marshall BES SURP UWATERLOO

Business and Economic Developer | Capital EDC Economic Development Company

4341 Shelbourne Street, Canada's Remembrance Road

Victoria, British Columbia CANADA V8N3G4

www.patrickmarshall.tel for coordinates

Office +1 250 595-8676 | Mobile +1 250 507-4500

patrick.marshall@capitaledc.com | www.capitaledc.com

Twitter: @CapitalEDCcom |

Facebook: <https://www.facebook.com/CapitalEDCcom>

On Fri, Oct 2, 2015 at 5:27 AM, tonben1 <a5a85528@telus.net> wrote:

Morning All

As per our discussion at UBCM I have asked Patrick to arrange for a conference call to discuss how we can move forward or atleast stabilize the organization and maintain our seats on the groundfish advisories. I also had a chance to talk with Greg Fletcher from Mount Waddington.....he believes Port Hardy Mayor Bood maybe interested as well so I will be including them in future emails. I am available Thursday and Friday next week and pretty well all of the following week except Wednesday the 14th. I have asked Patrick to come up with a minimal survival cost to maintain the organization. Please respond with any dates you will be unavailable

Tony

From: "tonben1" <a5a85528@telus.net>

To: "Harold Steves" <haroldsteves.savefarmland@gmail.com>

Cc: "Des Nobels" <dnobels@citytel.net>, "Dianne St. Jacques" <dstjacques@ucluelet.ca>, "patrick marshall" <patrick.marshall@capitaledc.com>

Sent: Sunday, September 20, 2015 2:14:50 PM

Subject: Re: Coastal Community Network....MOST IMPORTANT Harold

Afternoon

So the CCN is legal but just barely as far as who we represent. So the five of us are it. It would

be good to see if we can get together at UBCM this week. I will not be there until Wednesday but either then or Thursday. How does the Trade Show coffee area at 10am Wednesday. Will you be about Patrick?

Tony

From: "Harold Steves" <haroldsteves.savefarmland@gmail.com>
To: "tonben1" <a5a85528@telus.net>
Cc: "Des Nobels" <dnobels@citytel.net>
Sent: Tuesday, September 15, 2015 12:45:42 AM
Subject: Re: Coastal Community Network....MOST IMPORTANT Harold

Hi Tony & Des,
Charlie is just asking the same question that has been bothering us all. What is our status as CNN reps on the GDA.

I don't think we can re-organize the CNN on our own. Metro Vancouver was never interested in joining. We got around that with Richmond having an associate membership. I don't know if Richmond has continued to pay its membership. Maybe just getting a few communities together will do rather than involving the regional districts. Those that have processing plants should be interested.

We used to have a CNN meeting during the UBCM. We could try to get a few people together this year.

cheers,
Harold

On Mon, Sep 14, 2015 at 11:17 PM, tonben1 <a5a85528@telus.net> wrote:
sooner or later this will work Tony

From: "tonben1" <a5a85528@telus.net>
To: "Des Nobels" <dnobels@citytel.net>
Cc: "patrick marshall" <patrick.marshall@capitaledc.com>, "Dianne St. Jacques" <dstjacques@ucluelet.ca>
Sent: Monday, September 14, 2015 9:52:33 PM
Subject: Re: Coastal Community Network

myself and Patrick have been trying for the last 4-5 years to find a house for the CCN because it cannot be made whole as is.....we have tried all avenues.....made presentation at AVICCA.....letters.....UBCM.....letters to each RD's and Association.....calls for conference calls.....all avenues being shut down.....we have been holding off on this request through smoke and mirrors.....Des this is it.....my thoughts are to the BC Government holding and appointing.....Dianne's is to each RD or Association affected/represented holding the seat but lord knows if the GDA will agree.....and I will need to respond by the end of the week
Tony

From: tonben1 [<mailto:a5a85528@telus.net>]
Sent: Friday, September 11, 2015 4:07 PM
To: Dianne St. Jacques
Cc: patrick marshall; Des Nobels
Subject: Fwd: Coastal Community Network

Well we knew this was going to happen.....how would you like to proceed
Could one of you forward this to Harold as I do not have his email.
Tony

From: "Charles Minns" <cminns@dccnet.com>
To: tonben1@telus.net
Sent: Friday, September 11, 2015 3:44:45 PM
Subject: Coastal Community Network

Tony, by way of introduction I am the Executive Director of the Groundfish Development Authority. I am sure we have met somewhere along the line.
You likely know that the board of the GDA is made up of 7 individuals, 3 of whom represent the CCN. Dianne St. Jacques, representing the West Coast, Des Nobels, the North Coast and Harold Steves, the South Coast.
I am interested to get a bit of an update on the status and future of the CCN as this has a direct impact on the GDA.
I was hoping that you could bring me up to date on the organization.
Email is great and if you want to call: home office: [604 943 3320](tel:6049433320), cell: [604 880 1425](tel:6048801425).
I look forward to hearing from you.
Charlie Minns

Meeting Notes: Groundfish Integrated Advisory Committee (GIAB)

Meeting Date:	November 27, 2014
Meeting Location:	Vancouver Island Conference Centre

Meeting Participants

Name	Affiliation
Neil Davis Barry Ackerman Kelly Binning	Fisheries & Oceans Canada (DFO)
Dan Edwards (Dogfish) Paul Edwards (Observer) Bruce Turriss (Trawl) Bob Burkosky (Lingcod) Dave Dawson (Processor)	Commercial fisheries
Scott Wallace (David Suzuki Foundation)	Marine Conservation Caucus (MCC)
Chuck Ashcroft Gerry Kristianson	Sport Fishing Advisory Board (SFAB)
Jim Lane	Nuu-chah-nulth Tribal Council
Dan McNeil (observer)	Parks Canada – Gwaii Haanas
Dennis Chalmers	Province of BC

Discussion Summary

1. Review of Action Items from October 2014 GIAB Meeting

- GMU reviewed action items from last meeting. All were completed.
- Short term IFMP Objectives were reviewed. There were no further comments.
- DFO noted that the draft IFMP would be circulated for public review in December for 30 days.
- DFO provided a Bocaccio update, noting that this was the second time for a possible listing for Bocaccio. GMU confirmed with SARA staff that under a list scenario, there is the flexibility to use the most up-to-date stock assessment

information to determine an appropriate level of allowable harm for the species. However, any changes to the allowable harm limit would require a rigorous science backing and would require review by DFO Science and SARA staff to ensure it meets the SARA permitting pre-conditions that the new limits would not jeopardize the survival and recovery of the species. Industry inquired about what DFO's response would be if mortality cap is exceeded. Response is that work will continue on refining management actions under both the "list" and "do not list" scenarios.

Action: provide further information on the process for making adjustments to allowable harm levels, and whether an updated assessment has to be conducted through COSEWIC.

2. Commercial Skate Management and Allocation Initiative– ppt

- DFO provided an overview of the current CIC's recommendations for commercial Big and Longnose skate allocation and commercial Big and Longnose skate management measures.
- DFO also summarized the recommendations received of other sectors – the recreational sector, NTC and UFAWU
- DFO outlined its responses to the recommendations received from each sector and clarified that changes will be for the 2015/2016 fishing season.
- The CIC has recommended applying utilization rates, wherein the catch limit and the amount of quota allocated to a fishery distinguished from one another. I.e., a larger amount of quota would be allocated than the catch limit in order to facilitate the movement of quota to those who need it, and if the fishery as a whole exceeded its catch limit, management actions would be taken in the following year.

- Corrections:
 - Trawl allocation based on permanent holdings not including hake.
 - The increase to the proposed outside ZN fishery allocations came from trawl fleet.

- Discussion:
- It would be helpful to have a summary document of the data and history that shows this where utilization has been used before.
 - E.g. Bacaccio data. Another example is the coral and reef sponge TAC which is much larger than the target mortality cap, to be operable in the fishery.
- Is the skate allocation to be small to be operable?
 - Really difficult to lease and find it if allocated in such small quantities driving the prices up.
- DFO has concerns about utilization: considering a stepped approach to TAC reductions from current catch levels instead.
 - There are challenges of communications around utilization – moving away from clarity of TACs and individual responsibility for catch. Also challenges with TAC nomenclature, decision rules for responding to unwanted outcomes, and greater management complexity. This concept has not been employed in other fisheries, to DFO's knowledge. Further discussion is required.
- Lingcod is not recommending ITQs because of such small catch numbers hard to stay within the small TACs. Dogfish did not want to go to ITQ, as they catch lots of skates

only in one area and not in any other areas. But they felt they had to given that other sectors were recommending ITQs and they needed to be able to trade for additional access in other areas.

- DFO has concerns about implications of using catch history for departmental groundfish licence and quota holdings.
- DFO also has concerns about the dogfish proposal to use skipper catch history and/or prohibit skate retention.
- Where are we in the process for now?
 - Individual fishery sector rules – going to HAB, SAC, GHLSC and GTAC to discuss and review recommendations.
- Some GIAB members stated that final arrangements should be brought back to GIAB but did not think that GIAB needs to approve the arrangements as important differences between the Groundfish fisheries exist.
- What happens to the input received from the draft IFMP? What are the next steps?
 - The timing of the IFMP approval process is very tight.
 - **Action:** DFO to provide a brief summary of any IFMP changes made in response to public input that was received.
- Where the advice is going and how it is considered
 - There is an advisory process for each fishery – having follow up discussions in those processes about elements specific to each fleet. DFO may also respond to other requests for meetings with related groups. Advisors will have access to all information received and what decisions DFO makes.

3. GIAB TOR revisions:

- DFO indicated that the current reference to GIAB providing advice to the minister is inconsistent with other terms of reference for departmental advisory boards in Pacific region, which refer to the provision of advice to the department. DFO noted that it has convened this board to provide it with advice, and that if GIAB members elect to provide advice to the minister, they are free to do so of their own accord.
- Members felt that this would be cumbersome when have to go outside the GIAB process to go the Minister/Department.
- **Recommendation:** It was discussed that since all advice can ultimately go to the Minister, the last line in the first paragraph can be deleted.
- **Action:** circulate revised ToR
- TOR now complete and a new revised version will be distributed. These are valid for a term of 5 years, so will review again at 2019.

4. Quillback Copper China Tiger commercial management changes – ppt

- DFO is implementing separate commercial TACs for Quillback and the aggregate of China, Copper and Tiger Rockfish
- Continue to manage these species using Individual Transferable Quotas (ITQ) in the Hook and Line/Trap fisheries
- Will pilot a Quillback quota “conversion tool”.
- Timeline is to finalize steps with CIC in December in time for the start of the 2015/2016 fishing year.

5. Schedule II Reform Proposal – ppt

- DFO has submitted a draft proposal (“Triage”) to amend the Pacific Fishery Regulations, 199,3 in order to create standalone licences for the Tuna, Lingcod, and Dogfish fisheries.
- The changes are intended to support effective management for each species and streamline licensing for fishery participants/DFO and help identify active fleets.
- Other advantages include greater flexibility for licence holders to manage their different licences independent of one another.
- Does the vessel based licence need to be renewed before the lingcod/dogfish licence can be issued? What are the implications of this?
 - Currently there is no flexibility for lingcod and dogfish fishers to operationalize their fishery from their vessel based licence. This will help us develop the rules that would support these fisheries with the flexibility required.
- Will this help to limit licences in the fishery? E.g. Tuna
 - This is not about limiting effort in the lingcod and dogfish fishery. All fishers with access to tuna, dogfish or lingcod through part II of their vessel based licence will be able to apply for these licences.

6. Annual cycle of Groundfish Science Advice – ppt

- If DFO moves the Groundfish CSAS reviews to the spring (instead of predominantly the fall as currently) it leaves more time to consult through the fall for implementation of any changes for the new fishing year in February. E.g. the science could be presented at the Groundfish Forum or GIAB, and/or fishery advisory boards.
 - Concerns that the CSAS reviews will miss a year of survey data by conducting CSAS review in the spring. For trawl, the summer survey data is usually used as part of the assessment in the fall. ***Post meeting note** - DFO Science has indicated that for many assessments delivered in the fall, they are unable to use the same year’s survey data because the survey data is not synthesized and analyzed in time to be used in the assessment.*
 - Concern was also expressed that might lose the assessment scientist contracted by industry to support DFO Science assessments, as the current individual only works June to December.
- The Department has made TAC changes in the past prior to Science advice formally being published. Has this practice caused any issues?
 - DFO is seeking to clarify practices so all parties have common expectations about the process.
- Why does CSAP require the individuals in the review to swear to secrecy?
 - **Action:** Neil to follow up with CSAP on protocol and what it actually means.

7. Next meeting – next fiscal year

- Doodle poll will be sent around for availability of all members.

TERMS OF REFERENCE

Groundfish Integrated Advisory Board (GIAB)

Final (2014)

1. MANDATE

The Groundfish Integrated Advisory Board (GIAB) is the multi-interest forum for providing advice to Fisheries and Oceans Canada (DFO) on management and policy issues relating to the groundfish fisheries in the Pacific Region. The GIAB addresses issues that affect multiple interests and is not intended to interfere with operational matters within any specific interest group.

The GIAB provides advice on:

- The Integrated Fisheries Management Plan (IFMP);
- Conservation and ecosystem objectives in the management of the groundfish resource;
- Broad policy issues and associated processes relating to:
 - Allocation;
 - Catch Monitoring in support of accountability;
 - Conservation;
 - Data access;
 - Environmental and Habitat impacts;
 - First Nation treaty and harvest agreements;
 - Impacts from, and on, other fisheries;
 - International obligations;
 - Funding mechanisms or collaborative arrangements to support groundfish science;
 - Marine planning; and
 - Species at Risk.
- Linkages with other advisory and governance processes/structures as appropriate; and
- Communication activities that assist the Department's efforts to communicate more effectively with the constituencies represented on the GIAB and the public.

2. GUIDING PRINCIPLES

The following principles will be used to guide decisions on how this Advisory Board is structured and operates:

Respect for Process:

All participants will respect the process established for the role and conduct of advisory structures in general and this Advisory Board in particular. The GIAB is not intended to duplicate, supplant or interfere with other consultation processes within Fisheries and Oceans Canada or fisheries related processes associated with domestic or international treaty agreements. The Department should refer stakeholders and other outside parties who offer unsolicited recommendations and advice outside of the established process to the appropriate advisory body contact. The Department will also inform the GIAB of any solicited advice it receives and the appropriate GIAB members of any unsolicited advice it receives.

Transparent:

There should be transparency throughout the process based on open lines of communication and the provision of timely, accurate, accessible, clear and objective information by both the Department and the participants. This information should be available to all participants in the process on an equal basis. Organizers should provide access to agendas and information needed as a starting point for informed discussion well in advance of meetings. In addition, this information will be posted to a public website to ensure accountability to all Canadians.

Accountable:

Participants who are representatives of a constituency are expected to bring to the discussions the general views, knowledge and experience of those they represent, and bring back an awareness and understanding to their constituencies about deliberations of the consultation activity and reasons for decisions taken. All participants share accountability for the success of the process. The Department is accountable to participants for explaining how their advice/input was used and why and how decisions are taken.

Broad Representation:

Representation on the Advisory Board should relate to the mandate and function of the committee. Participation in advisory processes should reflect a broad range of interests in fisheries and oceans issues in the Pacific Region, to the extent possible, so that a diversity of perspectives is involved.

Effective:

All participants should be satisfied that the process can achieve the goals of the mandate. This does not mean that participants will always agree with the final advice, outcome or recommendation. Processes must be cost-effective, and set and respect realistic timeframes.

Efficient:

The size of the Advisory Board must be kept to a number that facilitates consensus-based discussion. Wherever possible, links to other Departmental consultative processes will be made to realize efficiencies in consultation.

Respectful participation:

Participation in advisory committee processes involves responsibilities. Members participate in good faith. Members of the Advisory Board will establish an operating environment that promotes and supports civil and productive discussions.

3. ORGANIZATIONAL STRUCTURE

In order for the Board to provide effective advice in a timely manner to the Department, representation from each interest will need to be limited. While broader participation can continue to take place through advisory committees in distinct fisheries this Advisory Board should be kept to a manageable size. It is the intention of the GIAB to revisit the number of members following the first year of operation to ensure the size is appropriate for carrying out the mandate of the Board.

The Groundfish Integrated Advisory Board structure(s) will be inclusive of the following interests:

Members:

- Coastal Communities
- Commercial fisheries

- Environmental organizations
- First Nations
- Labour
- Recreational fisheries

Participant Observers:

- Government of BC
- Government of Canada

Membership:

Each of the interests noted above will be represented by¹:

- 3 members and 1 alternate representing coastal community interests;
- 7 members and 7 alternates representing commercial interests:
 - 1 member and 1 alternate each for Sablefish, Halibut, Dogfish, Lingcod, Rockfish, Trawl and Processors;
- 3 members and 1 alternate representing environmental interests;
- 6 members and 3-6 alternates representing First Nations interests;
- 1 member and 1 alternate representing the labour interests;
- 3 members and 1 alternate representing recreational interests;

Participation by the federal and provincial government as participant observers will be determined on an as needed basis.

Alternates:

Each of the participating organizations will identify alternate members as indicated above. The alternate member will attend the first meeting of the Advisory Board along with the members, and thereafter they may attend as observers. It will be the responsibility of the member that is unable to attend to ensure that the alternate member is briefed on the issues to be discussed at the meeting to be attended.

Selection of Members and Alternates:

The nomination of members and alternates for each of the designated interests will be as follows:

- Coastal Community representation for the north coast, central coast, and west coast Vancouver Island to be coordinated amongst the Coastal Communities Network and the WCVI Aquatic Management Board;
- Commercial representation will be coordinated by the Commercial Industry Caucus in consultation with industry representatives on existing groundfish advisory bodies;
- Environmental representation by the Marine Conservation Caucus;
- First Nations representation through a process initiated by the First Nations Fisheries Council;
- Labour representation will be coordinated by the UFAWU; and

¹ Each interest will be consulting further with their constituents on membership and therefore these numbers are subject to change.

- Recreational representation by the Sport Fishing Advisory Board (SFAB).

The identification of Participant Observers will be as follows:

- Government of BC will coordinate its representation; and
- Government of Canada representation will be coordinated through the Groundfish Management Unit, Pacific Region, Fisheries and Oceans Canada.

Term of members:

Each member and alternate member will serve at the pleasure of the nominating ‘host organization’.

Each interest will set the length of membership for its members and alternate members, provided that the Board as a whole will revisit the issue of length of membership as part of the review of the terms of reference at the completion of every five years.

Ad-Hoc Working Groups

The Advisory Board may convene ad-hoc working groups comprised of members, alternate members and other perspectives it determines may be required. In all circumstances where the GIAB agrees that an Ad-hoc working group is to be instituted the Advisory Board will develop written terms of reference, including a timeline for the Ad-hoc working group that details the task to be undertaken and reporting requirements. Ad-hoc working groups will report only to the Advisory Board.

Selection of the Independent Chair:

The GIAB will be chaired by an independent person that has the capacity and skills to act as a process chair. This person will not be required to fulfill another function simultaneously. The chair could be a DFO representative, a member of the GIAB², or an external individual.

The Independent Chair will be selected before the first meeting of the Advisory Board by an Ad-hoc Working Group comprised of one member for each interest/participant observer. The Independent Chair will be acceptable to all the interests on the Board.

Roles and Responsibilities

- ***The Advisory Board will:***
 - Conduct meetings consistent with its terms of reference, and the committee charter;
 - Establish an annual action plan consisting of a schedule of meetings and anticipated agenda items;
 - Develop advice taking into account Departmental policies, the views of the interests represented on the Board, and supporting data and documentation where possible;
 - Provide advice to the Department;
 - Fully explore all matters on its agenda in a manner that seeks to understand, and where possible accommodate, the interests of all concerned;
 - Review and provide feedback on records of meetings within a limited timeframe, and accept those records of meetings before those records are made publicly available;

² If a member of the GIAB is selected as the chair, an additional representative will be allowed to replace him/her

- vii. Review its terms of reference and engage in an evaluation at the completion of every five years.
- ***The members will:***
 - i. Clearly articulate the interest and concerns of their interest group and incorporate them into the Board's discussions;
 - ii. Contribute to clarifying perspectives and concerns in all discussions by listening carefully, asking pertinent questions and educating themselves regarding the interests of other members whether or not they are in agreement with them;
 - iii. Encourage and allow members to test tentative ideas and exploratory suggestions without prejudice to future discussions;
 - iv. Keep their constituencies informed of the role of the Advisory Board;
 - v. Obtain the input and guidance of their constituencies on the issues of discussion at meetings;
 - vi. Encourage the support of their constituencies for consensus positions developed by the Board;
 - vii. Represent information, views and outcomes of Board discussions accurately and appropriately; and
 - viii. Share responsibility for the success of the Board.
 - ***The Department of Fisheries and Oceans staff will:***
 - i. Respect the process by referring stakeholders and other outside parties who offer unsolicited recommendations and advice outside of the established process to the appropriate advisory body contact;
 - ii. Respect the process by directing any unsolicited advice to the appropriate board members;
 - iii. Respect the process by informing the Board of any solicited advice the Department receives;
 - iv. Provide logistical support for scheduling, preparing agendas, securing facilities, copying materials, managing discussions and drafting summary minutes of Advisory Board meetings;
 - v. Present information to the Board that enables it to engage in informed discussions on the issues for which the Department is seeking advice, or that the Advisory Board has included on its agenda;
 - vi. Identify when issues are impacting upon the Department's legislative, policy or program mandates;
 - vii. Communicate the outcomes of the Advisory Board deliberations, including both common positions and diverging perspectives, to other staff, other programs, senior managers, and the Minister as appropriate; and
 - viii. Provide updates on how the Department responds to the advice received during Advisory Board meetings in a timely, open and transparent manner that outlines the rationale for the Department's response.
 - ***The Province of BC will:***
 - i. Respect the process by referring stakeholders and other outside parties who offer recommendations and advice outside of the established process to the appropriate advisory body contact;
 - ii. Identify when issues are impacting on the province's legislative, policy or program mandates;

- iii. Communicate the outcomes of the Advisory Board deliberations throughout the provincial ministry; and
 - iv. Respond to questions and requests for information arising from the deliberations of the Advisory Board in a timely manner.
- ***The Independent chair will:***
 - i. Manage the process consistent with the terms of reference and agreed upon agenda; promote interactive dialogue, and enable all perspectives to be heard within the constraints of the time available;
 - ii. Support bringing issues to closure by ensuring that there is clarity on the topics being discussed, a summation of the collective advice of the Board, and acknowledgement of any outstanding issues or concerns;
 - iii. Identify areas where there are conflicts and support processes through which those conflicts can be addressed; and
 - iv. Prior to the conclusion of every meeting, engage the members in the identification of agenda items and scheduling for the next meeting of the Advisory Board.

4. PROCEDURES

The following procedures will assist the Advisory Board in the conduct of its activities and the provision of advice to Fisheries and Oceans Canada, Pacific Region.

Consensus-based Advice

The Advisory Board will strive to develop consensus-based advice on the issues it discusses. Consensus is a process for making decisions, in this case, decisions on what advice to put forward, without the requirement that formal votes be taken. Its main feature is that no common position is claimed unless all members of the group can support the action, or agree not to obstruct it. Consensus does not require that everyone be in complete agreement, but only that all will be willing to accept – consent to – a decision. In reaching a decision no one should feel that her/his position on the matter was misunderstood or that it was not given a proper hearing.

When consensus is not possible, the meeting minutes will reflect the points of views of all the members of the Board, and the Board's views will be conveyed in a manner that communicates the points of view expressed by all its members.

Agenda Setting/Annual Action Plan

At the first meeting of every fiscal year the Advisory Board will establish an annual schedule of meetings and projected agenda items. The projection of agenda items will constitute the Advisory Board's action plan for the given fiscal year providing that time will be allocated on each meeting agenda to review the response of the Department to recommendations and advice of the Advisory Board, and any new business that may be identified from time to time.

Three (3) weeks prior to each meeting of the Advisory Board a draft agenda will be circulated to the GIAB Agenda Subcommittee containing the proposed agenda items for that meeting. These items may be identified at the conclusion of any previous meeting of the Advisory Board or via communication from any member of the Advisory Board to the Agenda Subcommittee comprised of one member for each interest/participant observer. A final draft agenda will be circulated two (2) weeks prior to each

meeting, noting any agenda item where there may be outstanding concerns. Draft agendas will be reviewed, revised and adopted by the Advisory Board members at the beginning of each meeting.

In the event that unforeseen issues arise after the draft agenda has been circulated these unforeseen issues may be added to the agenda at any given meeting if there is consensus to do so. It is recognized that the members may agree to include these unforeseen issues on the agenda of subsequent meetings or conference calls.

Meetings

The Advisory Board will meet as determined by the annual meeting schedule meetings. The Advisory Board may meet by conference calls as required and agreed upon. Extraordinary meetings not anticipated in the annual meeting schedule may also be convened as agreed upon.

Funding and Costs

The Department will generally only provide funding to cover logistical expenses of meetings, coordinate the distribution of materials, and pay for travel of departmental employees involved in advisory bodies, as needed. All other expenses are the responsibility of committee members. Treasury Board guidelines do provide for Regional Director General discretion in providing funding for advisory committee participants, other than that described above.

Minutes of Meetings

DFO will ensure that a note-taker is present at each meeting of the Advisory Board. Minutes of meetings will be prepared containing a summary of the issues discussed, the wording of consensus based decisions and advice, action items, and an update on actions taken in response to the advice provided by the Advisory Board.

An electronic/email process will be used to review and approve the minutes of meetings as follows:

- i. The minutes of meetings will be distributed to all members within 3 weeks following each meeting.
- ii. All members will have 2 weeks from the date the minutes were distributed to provide initial comments and edits.
- iii. Revised minutes of meetings will be redistributed to all members no later than 2 weeks following the initial comment period.
- iv. Each interest will then have 2 weeks to provide its approval of the minutes of meetings via email.
- v. In the event that there are any outstanding issues with the content of the minutes at this point a final revision of the minutes will be circulated noting what the outstanding issues are, and each interest will have 1 week to provide its approval.
- vi. Final minutes, acknowledging any outstanding issues, will be made available at the next meeting of the Advisory Board as an information item only.

Evaluation/Periodic Review

Every five years, the Board will review the terms of reference and engage in an evaluation of the issues that have emerged, how effectively the mandate is being fulfilled, and the effectiveness of the consensus process. This evaluation will be used for informed decisions on continuance of the board into the future.

5. BOARD CHARTER ON WORKING RELATIONSHIPS

In order to establish a working environment that promote and supports civil and productive discussions within the Advisory Board, the members agree to the following ground rules for how they will work together in order to achieve the mandate.

As members of this Advisory Board we will fulfill our responsibilities, improve working relationships, properly manage the process, and achieve the mandate if we:

1. Ensure that the discussions maximize the exchange of information among parties and minimize misunderstandings;
2. Acknowledge that the purpose of dialogue is to understand and to learn from one another;
3. Maintain a respectful atmosphere;
4. Treat everyone as an equal: leave status and stereotypes at the door;
5. Provide all participants with an opportunity to speak and take all perspectives into account;
6. Listen carefully and respectfully to the views of others, and acknowledge you have heard the other, especially when there is disagreement;
7. Express disagreement with ideas, not with personalities or motives;
8. Suspend judgment until understanding is achieved;
9. Identify and test assumptions (including our own);
10. Facilitate agreements across the full spectrum of interests;
11. Look for common ground;
12. Ensure accountability to our constituencies; and
13. Engage in appropriate external communication with the general public and media by describing the process and the views of other representatives accurately, and in a manner acceptable to all representatives.

Air Quality Council Meeting: September 24th, 2015

Notes from the meeting held on Thursday, September 24th, 2015 at 2:00 pm in the ACRD Board Room, 3008 Fifth Avenue, Port Alberni, BC

Present:	Judy Carlson Larry Cross (Catalyst Paper) Patty Edwards (MLA's Office) Andrew McGifford (ACRD Environmental Services) John McNabb (ACRD) Earle Plain (MOE) Ashley Popovich (Catalyst Paper) Gary Swann Sarah Thomas (Chair)
Regrets:	Dave Jarrett Sharie Minions (City of Port Alberni) Tim Pley (Fire Department)

Minutes of the May 14th, 2015 meeting were approved.

1. Chair – Updates (Sarah)

Spring/Summer Report	A brief report highlighting activities of the AQC over the past Spring and Summer was compiled. The report will be made available to funders.
Fall/Winter Workplan	A Fall/Winter workplan was distributed outlining key objectives for Sept-Dec (esp. Woodstove Exchange) and Jan-April (esp. BY burning).
AQC Representation	Andrew McGifford – New Manager of Environmental Services at the ACRD. We welcomed him to the AQC. Our newest member. Have invited participation from Hupacasath (contact: Rick Hewson, <i>CEO</i>)/Tseshaht (contact: Holly McLaughlin, <i>Housing Administrator</i>). John mentioned that Huu-ay-at is also interested in participating more closely with the AQC. The AQC is looking for a health rep. Sarah to contact Penny Cote regarding this from the angle of the ACRD Health Network.

Updates

Fire Control Bylaw and Backyard Burn Ban update

- City passed a back yard burn ban effective April 2016
- New Fire Control Bylaw...allows fines. Allows fire dept to ban burning

District Energy Facility

RFP sent out August 12. due back Nov.3. Info session was held Sept 1.

Website/AQC meeting minutes

Meeting minutes are posted. Yay! Thanks Lori. Minutes were also submitted as correspondence for the Board. Minutes will also be submitted to the City as informational correspondence following meetings.

2. Air Quality Monitoring Update (Earle)

What is the latest information from the PM2.5 Monitoring?

July Wildfire peak is the largest in the last 5 years.

2011 was an El nino year >> warm and wet (damps air emissions). Expecting another El nino year this year so it will be interesting to see what happens.

What helps increase air quality?

-Public education seems to help (as seen in the data in 2011/2012 when a lot of public education was happening).
-Weather is a big one.

What is the status of the Air Quality analysis report for Port?

Coop Student working on it. Will be complete by year end.

3. Wood Stove Exchange (John/Andrew)

How did the program finish up last Spring?

23 stoves were exchanged last spring.
17 stoves remained for the program from September-December

What is the status of the current Program?

Public education about the program was undertaken at the Fall Fair. Dolan's lent a stove which was on display at the ACRD booth. Thanks to ACRD staff and directors for promoting the AQC and woodstove exchange throughout the weekend.
12 stoves remaining at present.

2016 funding application

The AQC is supporting the ACRD to submit an application for 2016 funding to continue the woodstove exchange for another year.

4. Solid Waste Management (John/Gary)

What's the status of the organics strategy/SWM Implementation plan?	There is discussion around implementing a test program focusing on commercial producers of organic waste (restaurants, stores...). Discussion about some of the many opportunities and challenges surrounding this topic. More will be known in the coming months.
---	--

5. CanTimber BioChar Facility Update (Earle)

What is the status of the project at this point?	Dave McCormack was invited to the AQC meeting to give an update however he was unable to attend. Earle gave an update on the Biochar Facility as far as he knew.
What are the key aspects of the project?	-Facility has a Licence of Occupation from PAPA to operate. -Using forest harvest residue to produce 2200 tonnes activated charcole/year. -Closed loop system utilising a carbonation furnace to completely burn the synthetic gases.
What impacts are expected?	The model indicates that the emissions will be very low. Some building downwash is expected within about 25 meters of the building.
What Air Quality monitoring will occur?	This is not yet known. There was some indication from PAPA that baseline monitoring would occur however, to our knowledge, there is no air quality monitoring occurring to date and test production is anticipated to occur during the last week of September or the first week of October.

6. Catalyt EEM Update

Environmental Effects Monitoring (EEM) Update	The consultants came and did the sampling during a week in the spring. The results are expected to come back by the end of the calendar year.
Other updates?	Working with DFO, catalyt was carefully monitoring Great Central Lake dam over the dry summer. Thanks to the rain that did come water levels held. Water temperatures in the Stamp were of some concern for salmon reaching 23 degrees at one point.

7. Next Meeting

The next meeting will be Thursday November 19th, 2pm in the ACRD Board Room.

8. Adjourn – Meeting adjourned at 3:30 pm.