



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 13, 2016, 1:30 pm

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

### AGENDA

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	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
Recognition of Traditional Territories.	
<b>2. <u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late items required 2/3 majority vote)</i>	
<b>3. <u>DECLARATIONS</u></b> <i>(conflict of interest or gifts)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – March 23, 2016</b>	<b>8-18</b>
<i>THAT the minutes of the Board of Directors meeting held on March 23, 2016 be adopted.</i>	
b. <b>Special Board of Directors Meeting - March 30, 2016</b>	<b>19-21</b>
<i>THAT the minutes of the Special Board of Directors meeting held on March 30, 2016 be adopted.</i>	
c. <b>Electoral Area Directors Committee Meeting - March 22, 2016</b>	<b>22-24</b>
<i>THAT the minutes of the Electoral Area Directors Committee meeting held on March 22, 2016 be adopted.</i>	
d. <b>Alberni Valley &amp; Bamfield Services Committee Meeting - April 6, 2016</b>	<b>25-27</b>
<i>THAT the minutes of the Alberni Valley &amp; Bamfield Services Committee meeting held on April 6, 2016 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS (10 minute maximum)</u></b>	
<b>6. <u>CORRESPONDENCE FOR ACTION</u></b>	



- |    |  |              |
|----|--|--------------|
| d. | <b>AUDITOR GENERAL FOR LOCAL GOVERNMENT</b>  | <b>41</b>    |
|    | Auditor General for Local Government's annual service plan for the period 2016/17-2018/19 released on website March 30, 2016 |              |
| e. | <b>CHILD FIND BRITISH COLUMBIA</b>   | <b>42-44</b> |
|    | Child Find BC Proclamation May is National Missing Children's Month  |              |
| f. | <b>MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING</b>   | <b>45-47</b> |
|    | News Release - \$75 Million BC Rural Dividend Helps Small Communities  |              |
| g. | <b>HUU-AY-AHT FIRST NATION</b>   | <b>48</b>    |
|    | Regional District Request for letter of support for the Bamfield Water System Grant Application                              |              |
| h. | <b>ALBERNI VALLEY CHAMBER OF COMMERCE</b>  | <b>49-50</b> |
|    | Letter to the Ministry of Transportation regarding problem along Old Nanaimo Road  |              |
| i. | <b>OMBUDSPERSON</b>  | <b>51</b>    |
|    | Bylaw Enforcement: Best Practices Guide for Local Government (Guide held in office)  |              |
| j. | <b>PUBLIC WORKS ASSOCIATION OF BC</b>  | <b>52-53</b> |
|    | May 15-21, 2015 Public Works Week  |              |
| k. | <b>CITY OF KELOWNA</b>   | <b>54-56</b> |
|    | SILGA Resolution   |              |

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- |    |  |              |
|----|--|--------------|
| a. | <b>REQUEST FOR DECISION</b>                  | <b>57-58</b> |
|    | Gas Tax (Community Works Fund) Projects 2016 |              |

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the allocation of \$1.32 million in gas tax funds for 2016 to the following projects:*

- 1. \$80,000 to the Cherry Creek Trail between Cherry Creek and the Community Hall.*
- 2. \$40,000 for the Beaver Creek Community Hall playground.*
- 3. \$100,000 for Sproat Lake Community Trails.*
- 4. \$600,000 for the Bamfield Water Treatment Facility.*
- 5. \$100,000 for Salmon Beach well development.*
- 6. \$100,000 Millstream water system upgrades*
- 7. \$150,000 Beaver Creek water system to upgrade the service to the Kackamin facility.*
- 8. \$150,000 Bell Road water infrastructure.*

- |    |  |              |
|----|--|--------------|
| b. | <b>REQUEST FOR DECISION</b>  | <b>59-63</b> |
|    | Proposed Building Inspection Agreement with the District of Ucluelet |              |

*THAT the Board of Directors enters into a one (1) year agreement with the District of Ucluelet to provide building inspection services and direct the CAO*



- b. **RD15008, SHEELER, LOT A, VIP83219 PACIFIC RIM HWY**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes  
and Bylaws P1336, P1337 and P1338

**106-124**

*THAT the Board of Directors receive the public hearing report.*

*THAT the Board of Directors receive the public hearing minutes.*

*THAT Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment Bylaw P1336 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment Bylaw P1336 be read a third time.*

*THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1337 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1337 be read a third time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1338 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1338 be read a third time.*

- c. **RE15007, BOWERMAN, 6546 SMITH ROAD**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes  
and Bylaws P1334 and P1335

**125-144**

*THAT the Board of Directors receive the public hearing report.*

*THAT the Board of Directors receive the public hearing minutes.*

*THAT Regional District of Alberni-Clayoquot Beaver Creek Official Community Plan Amendment Bylaw P1334 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Beaver Creek Official Community Plan Amendment Bylaw P1334 be read a third time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1335 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1335 be read a third time.*

- d. **RE15009, BOWERMAN, 6476 BEAVER CREEK ROAD** **145-146**  
Rezoning Application – Bylaw P1339

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1339 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1339 be read a third time.*

## **10. REPORTS**

### **10.1 STAFF REPORTS**

- a. CAO Report – April 6, 2016 **147-148**
- b. Planning & Development Manager Report & Report on Trails on ACRD Website – April 6, 2016 **149-150**
- c. Financial Manager Report – April 8, 2016 **151**
- d. Staff Action Items Report – April 7, 2016 **152-156**
- e. News Release - Alberni-Clayoquot Regional District/Tla-o-qui-aht First Nations - MOU West Coast Multiplex - April 1, 2016 **157**
- f. Alberni-Clayoquot Regional District 50th Anniversary Open House Invitation for Wednesday, April 27, 2016, 3-5 pm, Regional District Board Room **158**

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

### **10.2 COMMITTEE REPORTS**

- a. **Alberni-Clayoquot Fisheries Resource Committee Meeting - April 13, 2016 (Verbal) - D. St. Jacques**

*THAT this verbal report be received.*

### **10.3 OTHER REPORTS**

- a. LGLA Electoral Area Directors Forum - (Verbal Update) P. Cote/L. Banton

*THAT the Board of Directors this verbal report.*

## **11. UNFINISHED BUSINESS**

## **12. LATE BUSINESS**

## **13. QUESTION PERIOD**

## **14. RECESS**

*Motion to recess the Regular Board of Directors Meeting in order to conduct the Regional Hospital District Meeting.*

15. **RECOVENE**

16. **IN CAMERA**

*Motion to close the meeting to discuss matters relating to:*  
*i. Labour or other employee relations.*

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

18. **ADJOURN**

**Next Board of Directors Meeting: Wednesday, April 27, 2016, 1:30 PM  
Regional District Board Room**

**ACRD 50TH ANNIVERSARY  
OPEN HOUSE - April 13TH - 3 - 5 PM  
REGIONAL DISTRICT BOARD ROOM**



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 23, 2016, 1:30 PM

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

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#### **DIRECTORS**

Josie Osborne, Chairperson, District of Tofino

#### **PRESENT:**

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

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

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

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

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

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

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

Mike Ruttan, Mayor, City of Port Alberni

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

Dianne St. Jacques, Mayor, District of Ucluelet

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government (via teleconference)

#### **REGRETS:**

Alan McCarthy, Member of Legislature, Yuułu?if?atḥ 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 Ruttan*

*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated with the addition of the following late items:*



- i. *Request for Decision - British Columbia Air Access Program (BCAAP Funding)*
- ii *Request for Decision - AVRA Runway 30 Extension Project - Tender Award*

*MOVED: Director Banton*  
*SECONDED: Director Bennett*

*THAT the main motion be amended to include an additional late item:*

- iii. *Resolution - BC Bike Funding Application*

**CARRIED**

*The main motion as amended was*

**CARRIED**

### **3. DECLARATIONS**

### **4. ADOPTION OF MINUTES**

#### **a. Board of Directors Meeting – March 9, 2016**

*MOVED: Director McNabb*  
*SECONDED: Director Ruttan*

*THAT the minutes of the Board of Directors meeting held on March 9, 2016 be adopted.*

**CARRIED**

#### **b. Special Board of Directors Meeting - Public Consultation 2016-2020 Financial Plan) – March 16, 2016**

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

*THAT the minutes of the Special Board of Directors Meeting (Public Consultation 2016-2020 Financial Plan) held on March 16, 2016 be adopted.*

**CARRIED**

### **5. PETITIONS, DELEGATIONS & PRESENTATIONS**

#### **a. Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for February 2016.**

Inspector Richards provided an overview of the February 2016 policing report. He advised Directors this will be his last meeting with the Board as he is transferring next week. Inspector Richards thanked the Board for their support.

- b. Dr. Hasselback, Medical Health Officer, Island Health, Central regarding Local Health Area Profiles.**

Dr. Hasselback provided a power point presentation on substance abuse and misuse of alcohol and illicit drugs in the Alberni Valley and comparisons with Vancouver Island, British Columbia and Canada.

**6. CORRESPONDENCE FOR ACTION**

- a. Correspondence dated March 4, 2016 from Community-University-Victoria regarding April 27-29th Conference on Reconciliation, Innovation and Transformation through Engagement.**

*MOVED: Director Bennett*

*SECONDED: Director McNabb*

*THAT the Board of Directors authorize up to two representatives from the Alberni-Clayoquot Regional District Reconciliation Committee to attend the CVIC Conference 2016 to be held in Victoria, April 27-29, 2016.*

**CARRIED**

- b. Correspondence dated March 3, 2016 from the Third Crossing Society regarding request for a Financial Contribution.**

*MOVED: Director Kokura*

*SECONDED: Director McNabb*

*THAT this correspondence be received.*

**CARRIED**

- c. Correspondence dated March 17, 2016 from the Central Westcoast Forest Society regarding a request for a letter of support.**

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the Board of Directors forward a letter to the Central Westcoast Forest Society supporting their application to the Department of Fisheries and Oceans - Recreational Fisheries Conservation Partnership Program for the English Cove Watershed Restoration Project.*

**CARRIED**

- d. Correspondence dated March 9, 2016, Mr. Frank Kruks, regarding a need for more beds at West Coast General Hospital.**

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

*THAT the Board of Directors forward a letter to West Coast General Hospital Site Administrator and copied to Island Health, Ministry of Health and Mr. Kruks acknowledging receipt of Mr. Kruks correspondence, expressing the Regional District and Community's concerns regarding the critical bed shortage at West Coast General Hospital, and requesting statistics on the number of beds being used by seniors waiting for care home placement between January 2015 and March 2016.*

**CARRIED**

## **7. CORRESPONDENCE FOR INFORMATION**

- a. UNION OF BRITISH COLUMBIA MUNICIPALITIES**  
Resolution 2015-B111: National Inquiry on Missing and Murdered Aboriginal Women
- b. AUDITOR GENERAL FOR LOCAL GOVERNMENT**  
AGLA Audit Reports - City of Campbell River, Regional District of Fraser-Fort George
- c. MINISTER OF FISHERIES AND OCEANS**  
Reply on Alberni-Clayoquot Regional District's letter concerning Conservation of Eulachon.
- d. THE PEAK 93.3**  
Invitation to the Peak's 70th Birthday Party
- e. MINISTRY OF THE ENVIRONMENT**  
BC's Spill Response Regime Engagement Workshop

*MOVED: Director Kokura*  
*SECONDED: Director St. Jacques*

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

**CARRIED**

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

- a. Administrative Memorandum regarding Royal Canadian Legion Follow-Up.**

*MOVED: Director McNabb*  
*SECONDED: Director Jack*

*THAT the Board of Directors approve the request for support for the Remembrance project by sponsoring an advertisement space in the "Military*

*Service Recognition Book” for the ¼ page (Full Colour) for the amount of \$565.00 including GST.*

**CARRIED**

**b. Request for Decision regarding Fire Protection Service Agreement Long Beach Airport.**

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the Alberni-Clayoquot Regional District Board of Directors enters into the Fire Protection Services Agreement as presented with the District of Tofino for the Tofino Volunteer Fire Department to provide structural firefighting to the Long Beach Airport for a fee of \$1.00 for a one year term AND FURTHER the Vice-Chairperson and Chief Administrative Officer be authorized to execute the Fire Protection Service Agreement for the Long Beach Airport.*

**CARRIED**

**c. Request for Decision regarding Extension - Health Network Coordinator Contract.**

*MOVED: Director Cote*

*SECONDED: Director Ruttan*

*THAT the Alberni-Clayoquot Regional District Board of Directors extend the contract with Marcie DeWitt, Alberni-Clayoquot Health Network Coordinator for an additional two (2) year term ending February 28, 2018 in the amount of \$80,000.00 per year including GST, travel and expenses.*

**CARRIED**

**d. Request for Decision regarding Carving on the Edge Special Event Grant Request.**

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the Alberni-Clayoquot Regional District Board of Directors receive the report from the CAO regarding the Carving on the Edge special event funding applications to west coast communities.*

**CARRIED**

**e. Request for Decision regarding Bylaw F1125, cited as the 2016 - 2010 Alberni-Clayoquot Regional District Financial Plan Bylaw No. F1125.**

*MOVED: Director Bennett*  
*SECONDED: Director Kokura*

*THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw cited as '2016 to 2020 Financial Plan Bylaw No. F1125'.*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw cited as '2016 to 2020 Financial Plan Bylaw No. F1125'.*

**CARRIED**

**f. Late Item - Request for Decision regarding AVRA Runway 30 Extension Project - Tender Award.**

*MOVED: Director McNabb*  
*SECONDED: Director Cote*

*THAT this correspondence be deferred to a Special Board of Directors meeting on March 30, 2016 at 12 noon in the Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC.*

**CARRIED**

**g. Late Item - Request for Decision regarding British Columbia Air Access Program (BCAAP) Funding.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors submit a funding application to the British Columbia Air Access Program (BCAAP) for Airfield Lighting for the Alberni Valley Regional Airport for a total project value of \$1,458,430 which can be submitted as a one year project or as a multi-year project requesting \$966,575 in the first year and \$509,105 in the second year.*

**CARRIED**

**9. PLANNING MATTERS**

**a. DVE16003, REDMARK VENTURES LTD, PARCEL C MAPLE STREET  
Development Variance Application – Report**

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

*THAT the Board of Directors consider issuing development variance permit DVE16003 following notification to residents and property owners as required by the Local Government Act.*

**CARRIED**

**b. TUP15017, TELETECH COMMUNICATIONS LTD, 7962 BEAVER CREEK ROAD**  
Temporary Use Permit Application – Report

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

*THAT the Board of Directors consider issuing temporary use permit TUP15017 following notification to residents and property owners as required by the Local Government Act.*

**CARRIED**

**c. RF15010, NEWBERRY, 6585 CHERRY CREEK ROAD**  
Rezoning Application – Bylaw P1340

*MOVED: Director Banton*  
*SECONDED: Director Bennett*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1340 be adopted.*

**CARRIED**

**d. PROPOSED MANAGEMENT APPROACHES FOR MARBLED MURRELET AND NORTHERN GOSHAWK**  
Request for Decision

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

*THAT the Board of Directors provide a letter to the Ministry of Forests, Lands and Natural Resource Operations regarding the proposed management approaches for the Marbled Murrelet (MAMU) & Northern Goshawk (NOGO) indicating concern with the current proposal which will exhaust all conservation efforts on Crown land without enforcement on private lands, and to request that a socio-economic analysis be conducted of impact to crown land forest tenure holders.*

**CARRIED**

**e. DEVELOPMENT PROCEDURES AND FEES BYLAW**

Request for Decision and Bylaw P1342

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT "Development Procedures and Fees Bylaw P1342, 2016" be read a first time.*

**CARRIED**

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

*THAT "Development Procedures and Fees Bylaw P1342, 2016" be read a second time.*

**CARRIED**

*MOVED: Director Ruttan*  
*SECONDED: Director Bennett*

*THAT "Development Procedures and Fees Bylaw P1342, 2016" be read a third time.*

**CARRIED**

*MOVED: Director Ruttan*  
*SECONDED: Director Cote*

*THAT "Development Procedures and Fees Bylaw P1342, 2016" be adopted.*

**CARRIED**

**10. REPORTS**

**10.1 STAFF REPORTS**

- a. **Staff Action Items Report - March 18, 2016**
- b. **Meeting Schedule – April 2016**
- c. **Building Inspector's Report – February 2016**

*MOVED: Director Kokura*  
*SECONDED: Director Bennett*

*THAT the Board of Directors receives the staff reports a-c.*

**CARRIED**

**10.2 COMMITTEE REPORTS**

**10.3 MEMBER REPORTS**

- a. **9-1-1 Corporation – J. McNabb**
  - **2016 NI 9-1-1 Adopted Budget**

Director McNabb reported the NI 911 Corporation adopted their budget at the March 4<sup>th</sup> meeting.

**b. Vancouver Island Regional Library - L. Banton**

Director Banton reported the Board reviewed their strategic plan at the last meeting.

**c. Central West Coast Forest Society – T. Bennett - No Report**

**d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne - No Report**

**e. Alberni Valley Chamber of Commerce – J. McLeman - No Report**

**f. Coastal Communities Network – T. Bennett**

Director Bennett reported the Board has been sent an invitation to attend a round table meeting at the AVICC Convention on Friday, April 8<sup>th</sup> at 12 noon.

**g. West Island Woodlands Advisory Group – L. Banton - No Report**

**h. Island Coastal Economic Trust – Josie Osborne - No Report**

**i. Air Quality Council, Port Alberni – J. McNabb**

- **Minutes of the March 3, 2016 Meeting**

Director Cote provided a brief update on the meeting held on March 3rd.

**j. West Coast Aquatic Board – T. Bennett/K. Wyton**

Director Bennett reported the West Coast Aquatic met for the first time in their new stewardship building. There will be a soft opening on May 1st.

**k. Association of Vancouver Island & Coastal Communities – J. Osborne - No Report**

**l. Beaver Creek Water Advisory Committee – J. McNabb**

- **March 14, 2016 Meeting (Verbal)**

Director McNabb reported the Committee met to discuss the budget and consider a couple of water connections which were approved.

**m. Electoral Area Directors Committee - L. Banton**

- **March 22, 2016 Meeting (Verbal)**

Director Banton reported on the March 22<sup>nd</sup> Electoral Area Directors Committee meeting. The Committee made recommendations to the Board with regards to allocation of the gas tax funds. A report will be coming to the Board for consideration on April 13th.

**n. Other Reports**

Director McNabb reported he attended the Beaver Creek Volunteer Fire Department awards banquet. It was nice to see the number of new recruits they



have and the number of fire fighters that have received their accreditation and accreditation plus.

*MOVED: Director Bennett*

*SECONDED: Director Banton*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**a. Funding Application - BC Bike for Cherry Creek Parks Service**

*MOVED: Director Bennett*

*SECONDED: Director Banton*

*THAT the ACRD Board of Directors submit an application for funding through Bike BC on behalf of Cherry Creek Community Parks service for the trail between Cherry Creek bridge and the Community Hall.*

**CARRIED**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

*MOVED: Director Osborne*

*SECONDED: Director Cote*

*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 reasonably be expected to harm the interests of the Regional District if they were held in public;*
- ii Labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 3:20 pm.

The meeting was re-opened to the public at 4:07 pm.

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

**16. ADJOURN**

*MOVED: Director Cote*

*SECONDED: Director McNabb*

*THAT this meeting be adjourned at 4:07 pm.*

**CARRIED**

Certified Correct:

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Josie Osborne,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



# Alberni-Clayoquot Regional District

## MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 30, 2016, 12:00 NOON

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

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### **DIRECTORS**

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

### **PRESENT:**

Josie Osborne, Chairperson, Mayor, District of Tofino (via teleconference)

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

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

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

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

### **REGRETS:**

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

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

Alan McCarthy, Member of Legislature, YuułuꞀifꞀathꞀ Government

### **STAFF PRESENT:**

Russell Dyson, Chief Administrative Officer (via teleconference)

Wendy Thomson, Manager of Administrative Services

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

Mike Irg, Manager of Planning and Development

Pat Deakin, Economic Development Officer

### **1. CALL TO ORDER**

The Vice-Chairperson called the meeting to order at 12 noon.

The Vice-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 McNabb*

*SECONDED: Director Cootes*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **3. DECLARATIONS**

**4. REQUEST FOR DECISIONS & BYLAWS**

**a. Request for Decision regarding AVRA Runway 30 Extension Project -  
Tender Award**

*MOVED: Director Ruttan  
SECONDED: Director McNabb*

*THAT the Alberni-Clayoquot Regional District Board of Directors award the tender for the Alberni Valley Regional Airport Runway 30 Extension project to Bowerman Excavating Ltd. for a total contract price for Part A and Part B (provisional) for \$4,155,339.08 (including GST).*

**CARRIED UNANIMOUSLY**

**5. LATE BUSINESS**

**6. QUESTION PERIOD**

**7. IN-CAMERA**

*MOVED: Director St. Jacques  
SECONDED: Director McNabb*

*THAT the Regular Board of Directors 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.*

**CARRIED**

The meeting was closed to the public at 12:03 pm.

The meeting was re-opened to the public at 12:23 pm.

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

**9. ADJOURN**

*MOVED: Director McNabb  
SECONDED: Director McLeman*

*THAT this meeting be adjourned at 12:23 pm.*

**CARRIED**

Certified Correct:

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Penny Cote,  
Vice-Chairperson

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Russell Dyson,  
Chief Administrative Officer



## Alberni-Clayoquot Regional District

### MINUTES OF THE ELECTORAL AREA DIRECTORS COMMITTEE HELD ON TUESDAY, MARCH 22, 2016, 4:00 PM

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

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**DIRECTORS PRESENT:** Lucas Banton, Chairperson, Director, Electoral Area "F" (Cherry 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)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Josie Osborne, Mayor, District of Tofino (by teleconference)

**STAFF PRESENT:** Russell Dyson, Chief Administrative Officer (CAO)  
Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services  
Mike Irg, Manager of Planning & Development  
Tracy Bond, Administrative Assistant

#### 1. CALL TO ORDER

The Chairperson called the meeting to order at 4:01 pm.

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

#### 2. APPROVAL OF AGENDA

*MOVED: Director McNabb*

*SECONDED: Director Wyton*

*THAT the agenda be approved as circulated.*

**CARRIED**

#### 3. ADOPTION OF MINUTES

a. **Electoral Area Directors Committee Meeting held February 4, 2016**

*MOVED: Director Kokura*

*SECONDED: Director Cote*

*THAT the minutes of the Electoral Area Directors Committee meeting held on February 4, 2016 be adopted.*

**CARRIED**

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

**5. CORRESPONDENCE FOR ACTION/INFORMATION**

**6. REQUEST FOR DECISIONS & BYLAWS**

a. **Request for Decision regarding Gas Tax Funding Allocations.**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the Electoral Area Directors review the CAO's report and further the discussion of gas tax funds, priorities and policy.*

**CARRIED**

R. Dyson provided an overview of the Gas Tax Funding Allocation report. Discussion took place regarding how the gas tax should be allocated.

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the Electoral Area Directors direct staff to provide a report for consideration by the Board of Directors allocating \$80,000 to the Cherry Creek Trail, \$40,000 for the Beaver Creek Community Hall playground and \$100,000 for Sproat Lake Community Trails from the 2016 Gas Tax Funding Allocation with the remainder of the funding being used for ACRD owned water systems.*

**CARRIED**

*MOVED: Director McNabb*

*SECONDED: Director Kokura*

*THAT a dialogue with the City of Port Alberni be initiated to discuss a possible future funding contribution from the Gas Tax Allocation for the Alberni Valley Regional Airport improvements.*

**CARRIED**

**7. REPORTS**

- a. L. Banton made a short presentation with regards to Cherry Creek Trail and the work needed to be done. The trail would be a bike and pedestrian path. Work is being done on the grant application now but there are still hurdles to overcome.

8. **UNFINISHED BUSINESS**

9. **LATE BUSINESS**

10. **ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director Bennett*

*THAT this meeting be adjourned at 5:10 pm.*

**CARRIED**

Certified Correct:

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Lucas Banton,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer





## Alberni-Clayoquot Regional District

### MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY, APRIL 6, 2016

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

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**DIRECTORS PRESENT:** John McNabb, Chair, Electoral Area "E" (Beaver Creek)  
Mike Kokura, Director, Electoral Area "B" (Beaufort)  
Keith Wyton, Director, Electoral Area "A" (Bamfield)  
Penny Cote, Director, Electoral Area "D" (Sproat Lake)  
Mike Ruttan, Mayor, City of Port Alberni  
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)  
Jack McLeman, Councillor, City of Port Alberni  
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

**REGRETS:** 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  
Wendy Thomson, Manager of Administrative Services  
Dan Holder, ACRD Contractor, Emergency/Fire Coordinator

#### 1. CALL TO ORDER

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

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

#### 2. APPROVAL OF AGENDA

*MOVED: Director McLeman*

*SECONDED: Director Cootes*

*THAT the agenda be approved as circulated.*

**CARRIED**

#### 3. ADOPTION OF MINUTES

- a. **Alberni Valley & Bamfield Services Committee Financial Planning Meeting held February 4, 2016.**

*MOVED: Director Kokura*  
*SECONDED: Director Wyton*

*THAT the minutes of the Alberni Valley and Bamfield Services Committee Financial Planning meeting held on February 4, 2016 be adopted.*

**CARRIED**

Director Ruttan and Director Cote entered the meeting at 1:31 pm.

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

- a. **Request for Decision**  
Build Canada Proposal

*MOVED: Director Kokura*  
*SECONDED: Director Ruttan*

*THAT the Alberni Valley & Bamfield Services Committee recommend that the Alberni-Clayoquot Regional District Board of Directors apply for funding through the New Building Canada Fund - Small Communities for the Alberni Valley Landfill Solid Waste Diversion Project.*

**CARRIED**

#### **5. REPORTS**

- a. **Exercise Coastal Response Update # 2 - March 2016**

Director Banton entered the meeting at 1:42 pm.

The CAO provided an overview of the upcoming Emergency Coastal Response Exercise June 7 - 10th in the Alberni Valley. On Monday, June 6th there will be a welcome reception for exercise participants and dignitaries. The Tseshaht First Nation have donated food for the reception. The CAO will continue to keep the Committee and Board informed on the upcoming exercise.

- b. **Update on Emergency Coastal Response and General Emergency Preparation (Verbal) - D. Holder, Emergency Coordinator**

Mr. Holder provided an update on the Alberni Valley Emergency program. He provided an overview on training opportunities and the upcoming Emergency Coastal Response Exercise. The Emergency Operations Centre (EOC) downstairs at the Regional District Office is organized and set-up for the various emergency sections. The Red Cross has recruited and trained ten Emergency Social Services Level 1 volunteers.

**c. Update on Alberni Valley Regional Airport Expansion - (Verbal) - R. Dyson,  
Chief Administrative Officer**

The CAO provided a brief update on the AVRA runway expansion project. The letter of acceptance has gone out to Bowerman Excavating Ltd. The Airport Superintendent will be meeting with Bowerman Excavating Ltd. next week to develop a timeline for the project.

*MOVED: Director McLeman*

*SECONDED: Director Banton*

*THAT the Alberni Valley & Bamfield Services Committee receives reports a-c.*

**CARRIED**

**6. UNFINISHED BUSINESS**

**7. NEW BUSINESS**

**8. ADJOURN**

*MOVED: Director Kokura*

*SECONDED: Director McLeman*

*THAT the meeting be adjourned at 2:10 pm.*

**CARRIED**

Certified Correct:

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John McNabb,  
Chairperson

---

Russell Dyson,  
Chief Administrative Officer



huu ay aht

ANCIENT SPIRIT, MODERN MIND



March 15, 2016

ACRD Board  
3008 Fifth Avenue  
Port Alberni BC V9Y 2E3

**Re: Request for Solid Waste Reduction Initiatives**

Dear ACRD Board,

This letter is a formal request for the Huu-ay-aht First Nation to be included in the Alberni-Clayoquot Regional District's (ACRD) Recycling Program by granting access to the Bamfield Transfer Station. Access to the Transfer Station would allow us to create and sustain recycling and education programs for our Anacla Village. Our objective would be to meet the Multi-Material British Columbia (MMBC) program requirements, therefore alleviating any additional cost to the ACRD.

We also propose the creation of a working group, partnering Huu-ay-aht, ACRD and Bamfield Marine Science Center (BMSC) members, so that area wide programming can be applied. This amalgamation would reduce, both solid waste volumes and lower transportation costs. The BMSC has expressed a keen interest in this type of partnership.

Thank you for your consideration on the collaboration of these environmental initiatives.

Sincerely,

Robert J. Dennis Sr.  
Elected Chief Councillor  
Huu-ay-aht First Nations  
Anacla/Bamfield, BC Canada

Cc/ Karen Haugen, Acting Executive Director HFN  
Stephen Rayner, Manager of Infrastructure HFN  
Sean Rogers, BMSC



## Tla-o-qui-aht First Nation

P.O. Box 18

Tofino, BC.....V0R-2Z0

Fax: (250) 725-3352 Ph: (250) 725-3350

March 29, 2016  
Alberni Clayoquot Regional District  
Port Alberni, BC  
**Email pdf:** Josie Osborne - Chairperson

### **Re: Float Homes in Tla-o-qui-aht Haahuulthii**

This letter is to request support from the Alberni-Clayoquot Regional District in addressing a pressing issue for our Nation. Tla-o-qui-aht is concerned that float-homes continue to be built and/or launched locally, only to be illegally anchored and located in our waters without consultation.

No float-home or flotilla should be created locally, nor should it be launched here, unless it is associated with a legal foreshore permit. It is foreseeable that aquaculture tenures may require some sort of structures located on-site, but this does not negate the duty to consult either.

We would like to seek ACRD support in restricting any construction of float-homes and/or launching of float-homes in the Region. This includes all marinas in the District of Tofino, the Grice Bay Boat Launch, and all other fresh water boat launches in Kennedy Lake.

There are many outstanding issues with the current float-homes that are illegally located in the Tla-o-qui-aht Haahuulthii. Many float-homes are located in the same safe harbours that are suitable for Clam-Digging. Some float-homes are located above productive eel grass. There are concerns that without a comprehensive management plan for these homes/cabins, the industry will negatively impact our aboriginal interests in our Haahuulthii.

Furthermore, not a single float home has an operating protocol with our Nation. A number of years ago, the province met with the local float-home-association, whilst TFN was in the process of working on Marine Spatial planning, and demanded that float homes pay a fee to BC and not to TFN. This remains an outstanding issue between our Nation and the province of BC. We seek your support in working towards solutions to this industry/land-use.

If you have any questions with regards to this letter, or to coordinate a meeting with our delegates, please call me at (250) 726-5076 or respond to this letter for follow up.

Tleko-Tleko, (respectfully, Thank you)

Saya m. Masso  
Natural Resources Dir.

Without Prejudice

**From:** WWW ENVMail ENV:EX [<mailto:env.mail@gov.bc.ca>]  
**Sent:** Tuesday, April 05, 2016 2:21 PM  
**To:** Wendy Thomson  
**Subject:** Invitation: BC Spill Response Regime Engagement Workshop

Reference: 297998

*April 5, 2016*

Her Worship Mayor Josie Osborne  
Regional District of Alberni-Clayoquot  
Email: [mailbox@acrd.bc.ca](mailto:mailbox@acrd.bc.ca)

BC's Spill Response Regime Engagement Workshop  
April 20 and 21, 2016

The Ministry of Environment is pleased to invite you to a two-day workshop in Richmond BC on April 20 and 21 to discuss the proposed world-leading spill response regime. As mentioned in the Save the Date, participation is by invitation only.

The goal of this workshop is to provide attendees with an enhanced understanding of the ministry's intentions for continued development and implementation of this regime, as well as an opportunity to provide feedback on the ministry's intentions. You will leave this workshop with a clear understanding of the ministry's path forward to implementation of the regime, as well as your role in both the process and future state.

I will be sending a second email momentarily with a copy of the agenda for the workshop and a copy of the third intentions paper on spill preparedness, response and recovery, released April 5. If you would like to attend the workshop, please confirm your attendance via email to our Logistics Coordinator, Sara Bacic, at [Sara.Bacic@gov.bc.ca](mailto:Sara.Bacic@gov.bc.ca). In your confirmation, please indicate your name, the organization you will be representing and any dietary restrictions.

When reviewing the intentions paper, please consider the proposed legislation, regulation and policy within and provide comments to the ministry in writing to [spillresponse@gov.bc.ca](mailto:spillresponse@gov.bc.ca) by June 30. These comments will be integral in the continued development and implementation of the regime.

Along with this intentions paper, the ministry is soliciting feedback from the public on the proposed regime via Government's engagement platform at <http://engage.gov.bc.ca/spillresponse>. You may also submit your feedback on the intentions through this tool until June 30.

Please be advised that these two methods of providing feedback are not mutually exclusive: attendance at the workshop does not preclude providing comments via email, or the engagement website or vice versa. Feedback on the proposed regime is a crucial component of implementing

it successfully, and with that in mind, I hope you are able to join us in person at the workshop on April 20 and 21.

Sincerely,

Anthony Danks  
Executive Director  
Spills Response Regime Project  
Environmental Protection Division



## Symposium on Land Based Spill Preparedness and Response in British Columbia

*“Achieving World Class Practices through  
Communication, Cooperation and Collaboration”*

April 20, 2016 – April 21, 2016

Executive Airport Plaza Hotel  
7311 Westminster Highway  
Richmond, B.C.

The Ministry of Environment is pleased to host this two-day workshop on BC’s Spills Management Regime. The workshop will provide you with an enhanced understanding of the ministry’s intentions for continued development and implementation of this regime and opportunity to provide feedback on the ministry’s intentions. You will leave this workshop with a clear understanding of the ministry’s path forward to implementation of the regime, as well as your role in both the process and future state.



**DAY ONE: Wednesday, April 20, 2016**

8:00am – 9:00 am	<i>Participant Registration, Coffee, Tea and Pastries</i>
9:00am – 9:20am	<b>Opening address and First Nations Prayer</b> (Plenary Session)
9:20am – 10:00am	<b>Spill Preparedness and Response Regime Overview</b> (Plenary Session) <i>Anthony Danks, Executive Director, Ministry of Environment</i>
10:00am – 10:10am	<b>Legislation and Regulations Overview</b> (Plenary Session) <i>Daphne Dolhaine, Legislation, Regulation and Policy Lead, Ministry of Environment</i>
10:10am – 10:30am	<b>Symposium Overview</b> (Plenary Session) <i>Berlineaton, Facilitators</i>
10:30am – 11:00am	<i>Break</i>
11:00am – 4:30pm	<p><b>Breakout Session Topics</b></p> <p><i>For the next 1.5 days, all participants will circulate through all of the following 10 breakout topics</i></p> <ol style="list-style-type: none"> <li>1. Who is a Regulated Person?</li> <li>2. Contingency Plans</li> <li>3. Drills, Exercises and Substance Reporting</li> <li>4. Geographic Response Plans</li> <li>5. Preparedness and Response Organization (PRO): Legislation and Certification</li> <li>6. PRO: Functions and Capabilities</li> <li>7. PRO: Relationships within the Spill Preparedness and Response System</li> <li>8. PRO: Area Response Plans</li> <li>9. Response Reporting and Times</li> <li>10. Recovery and Restoration</li> </ol>
11:00am – 12:00pm	Breakout Session 1
12:00pm – 1:00pm	<i>Lunch</i>
1:00pm – 1:50pm	Breakout Session 2
1:50pm – 2:35pm	Breakout Session 3
2:35pm – 2:50pm	<i>Break</i>
2:50pm – 3:40pm	Breakout Session 4
3:40pm – 4:30pm	Breakout Session 5 <i>and</i> Day One Closing Activities
5:00pm – 7:00pm	Meet and Greet Reception

DAY TWO: Thursday, April 21, 2016

8:00am – 9:00am	<i>Coffee, Tea and Pastries</i>
9:00am – 9:30am	Day 2 Overview and Check-in
9:30am – 10:20am	Breakout Session 6
10:20am – 11:05am	Breakout Session 7
11:05am – 11:15am	<i>Break</i>
11:15am – 12:00pm	Breakout Session 8
12:00pm – 1:00pm	<i>Lunch</i>
1:00pm – 1:50pm	Breakout Session 9
1:50pm – 2:40pm	Breakout Session 10
2:40pm – 3:30pm	Closing Plenary

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## INFORMATION BULLETIN

For Immediate Release  
2016FLNR0035-000435  
March 21, 2016

Ministry of Forests, Lands and Natural Resource  
Operations  
BC Wildfire Service

### **Fuels management project initiated in Powell River**

PARKSVILLE – The Ministry of Forests, Lands and Natural Resource Operations is undertaking a fuels management treatment project within the City of Powell River to reduce forest fuels near the Penticton Trails.

Trees and brush in the popular trail network will be thinned and pruned, starting Monday, March 21, 2016. The resulting piles of debris will be chipped for disposal.

This collaborative project between the BC Wildfire Service and the City of Powell River will help reduce the likelihood of a high-intensity wildfire in this forested area, which is right next to a residential subdivision. It will slow the spread of any future wildfire by reducing the number of embers that would be carried aloft and it will create a more easily defended space where firefighters could work.

When this project is completed, it will serve as a demonstration of effective fuel treatments that local homeowners can apply to their own properties to reduce wildfire threats locally. The Powell River project is also a good example of how communities can partner with BC Wildfire Service crews to undertake fuel management treatments.

Wildfire prevention is a shared responsibility of the B.C. government, industry stakeholders, local governments, First Nations and private landowners. Private landowners can learn more about reducing wildfire risks by visiting: [www.bcwildfire.ca/Prevention/](http://www.bcwildfire.ca/Prevention/) or [www.FireSmartCanada.ca](http://www.FireSmartCanada.ca)

The newly updated FireSmart Homeowner's Manual is available online at: <http://bcwildfire.ca/Prevention/firesmart.htm>

The Coastal Fire Centre covers all of the area west of the height of land on the Coast Mountain Range and north of the U.S.-Canada border at Manning Provincial Park. It includes Tweedsmuir South Provincial Park, the Sunshine Coast, the Lower Mainland, Vancouver Island, the Gulf Islands and Haida Gwaii.

You can also follow the latest wildfire news:

- On Twitter at: <http://twitter.com/BCGovFireInfo>
- On Facebook at: <http://facebook.com/BCForestFireInfo>

**Media Contact:**

Donna MacPherson  
Fire Information Officer  
BC Wildfire Service  
Coastal Fire Centre  
250 951-4209

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Connect with the Province of B.C. at: [www.gov.bc.ca/connect](http://www.gov.bc.ca/connect)



## DISTRICT OF TOFINO

P.O. Box 9, 121 Third Street, Tofino, B.C. V0R 2Z0

Telephone: 250.725.3229 | Fax: 250.725.3775 | Email: [jarmstrong@tofino.ca](mailto:jarmstrong@tofino.ca) | Website: [www.tofino.ca](http://www.tofino.ca)

March 22, 2016

Alberni Clayoquot Regional District  
3008 5th Ave  
Port Alberni, BC  
V9Y 2E3

LGMA # 530-01 / CR – 2548  
Via Email: [mailbox@acrd.bc.ca](mailto:mailbox@acrd.bc.ca)

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**Re: Support for MFA Fossil-Fuel Divestment**

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At the meeting held March 15, 2016, District of Tofino Council passed the following resolution regarding the above noted topic:

**Resolution No. 91/16**

**WHEREAS** climate change is a significant threat to Tofino's future;

**AND WHEREAS** investment, direct or indirect, in the fossil fuel industry is contrary to Tofino's interests, yet current Municipal Finance Authority practices make it difficult for the District of Tofino not to invest in this industry;

**THEREFORE** be it resolved that District of Tofino Council support the City of Victoria Council resolution of 11-Feb-2016 Empowering Local Governments to Pursue Socially Responsible Investing:

*WHEREAS many local governments have committed to climate action and socially responsible investing;*

*AND WHEREAS a central strategy for climate change mitigation is to reduce emissions into the atmosphere relating to the consumption of fossil fuels, which includes divesting from fossil fuels and reinvesting in renewable sources of energy, employment and revenue;*

*AND WHEREAS local government are empowered in provincial legislation to invest through the Municipal Finance Authority, and the current investment portfolio offered by the Municipal Finance Authority does not include a fossil-fuel free investment option;*

*THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities calls on the Municipal Finance Authority to create a fossil-fuel-free investment fund to provide local governments with an investment choice that aligns with priorities for climate action and social responsibility.*

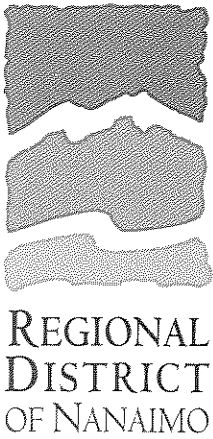
**AND THAT** staff write a letter to the Municipal Finance Authority, District of Ucluelet, City of Port Alberni, and the Alberni Clayoquot Regional District, apprising them of our resolution and urging them to support the City of Victoria's resolution as well.

If you have any questions or concerns, please do not hesitate to contact me at 250-725-3229 local 57 or by email at [jarmstrong@tofino.ca](mailto:jarmstrong@tofino.ca).

Sincerely,

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

Jane Armstrong  
*Manager of Corporate Services*



March 23, 2016

Island Corridor Foundation  
Box 375, Station A  
Nanaimo, BC V9R 5L3

Attention: Mr. Graham Bruce  
Executive Officer

Dear Sir:

**RE: Regional District Grant Agreement Dated August 13, 2014 between the Regional District of Nanaimo and Island Corridor Foundation (the "Grant Agreement")**

On August 13, 2014, the Regional District of Nanaimo ("Regional District") and the Island Corridor Foundation ("ICF") executed the Grant Agreement to document the Regional District's commitment to provide funding in 2014 and 2015 to ICF to permit ICF to carry out rail infrastructure improvements.

ICF has never provided the Regional District with the budget contemplated by section 5.1 of the Grant Agreement, and failed to tender the project in 2014 as contemplated by section 6.1(c) of the Grant Agreement. Nor was the project tendered in 2015. The Regional District notes that it has no obligation under the Grant Agreement to provide any part of its contribution after 2015.

The Regional District is very disappointed that the project for which public funds were committed has not been able to move forward.

The Regional District considers that as a result of ICF's failure to provide the Regional District with the anticipated budget and to proceed with the tendering and award of the project as set out in the Grant Agreement, the ICF is in breach of the Grant Agreement.

Accordingly, the Regional District hereby gives notice under section 11.1 of the Grant Agreement that it is exercising its right of termination of the Grant Agreement effective 60 days from the date of this notice.

In any event, this notice is given without prejudice to the right of the Regional District to take the position that ICF is in a fundamental breach of the Grant Agreement which would eliminate the need for notice in any event.

The Regional District, as a public authority, must have certainty in relation to its budgeting process. The commitment of the Regional District to include the funds necessary for the payment contemplated by the Grant Agreement needed to be

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

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

RDN Website: [www.rdn.bc.ca](http://www.rdn.bc.ca)

reflected in the financial plan of the Regional District for 2014 and 2015. With the situation as it stands, the failure of ICF to proceed with the project has significant implications on the budgeting process for the Regional District.

Yours truly,

A handwritten signature in black ink, appearing to read 'W. Veenhof', with a stylized flourish at the end.

William Veenhof, Chair  
Regional District of Nanaimo

cc: Capital Regional District, [breems@crd.bc.ca](mailto:breems@crd.bc.ca)  
Cowichan Valley Regional District, [cvrd@cvrd.bc.ca](mailto:cvrld@cvrd.bc.ca)  
Comox Valley Regional District, [administration@comoxvalleyrd.ca](mailto:administration@comoxvalleyrd.ca)  
Alberni-Clayoquot Regional District, [mailbox@acrld.bc.ca](mailto:mailbox@acrld.bc.ca)



**From:** Schellenberg, Evelyn AGLG:EX [<mailto:Evelyn.Schellenberg@aglg.ca>] **On Behalf Of** Ruth, Gordon AGLG:EX  
**Sent:** Tuesday, March 29, 2016 9:33 AM  
**Subject:** AGLG Annual Service Plan for 2016/17 - 2018/19

*Sent on behalf of Gordon Ruth, Auditor General for Local Government*

Ref.: 166581

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

Greetings to all:

I am pleased to advise you that the Auditor General for Local Government's annual service plan for the period 2016/17-2018/19 will be released on our website [www.aglg.ca](http://www.aglg.ca) at 11:00 am on Wednesday, March 30, 2016. You can find our plan at the following link: [2016/17 - 2018/19 Annual Service Plan](#).

I want to thank local governments for your cooperation and support during the past year of transition for the office and for your feedback on the work we have completed. As of today, we have released a total of 20 reports since the office began its work, including 16 performance audit reports and four AGLG Perspectives booklets.

Our new service plan sets out the activities we will focus on in 2016/17 and the following two years. The Audit Council reviewed a draft of this plan and provided comments, which we considered and reflected in the final version.

In addition, this year we consulted with the Union of British Columbia Municipalities on both our performance audit themes and the performance measures to be included in the plan. We considered this valuable feedback and it, too, is reflected in the final version.

As we move into my first full year as Auditor General for Local Government, the office will continue to pursue our vision of being a valued resource for local governments. In doing so, we will work collaboratively with local governments and continue building relationships with all of our stakeholders.

I welcome your thoughts on all aspects of our office's work and look forward to any comments you may have to offer on this plan. Please feel free to send your comments to [info@aglg.ca](mailto:info@aglg.ca) or contact me at 604-930-7100.

Best regards,

Gordon Ruth FCPA, FCGA  
Auditor General for Local Government



**AUDITOR GENERAL FOR  
LOCAL GOVERNMENT**

ACCESSIBILITY • INDEPENDENCE • TRANSPARENCY • PERFORMANCE



**From:** Child Find BC [<mailto:childvicbc@shaw.ca>]

**Sent:** Wednesday, March 30, 2016 12:44 PM

**To:** Child Find BC

**Subject:** FW: Child Find BC Proclamation May is National Missing Children's month

**Attention Municipal clerks and/or others receiving this email request:**

Please find attached a proclamation request for your councils review and consideration.

**It would be greatly appreciated if you would note the following information.**

- If after consideration your council issues a proclamation these proclamations can be mailed directly to our offices.
- Councils who wish to e mail proclamations are requested **to do so only after April 17, 2015**
- We are aware that a few councils have taken a policy position not to make any proclamations. If that is your case we do not need to be advised of that position--can you please simply make your council aware of this initiative.
- Many thanks

Child Find BC

*Serving British Columbia Since 1984*

*Provincial Toll Free: 1.888.689.3463 [www.childfindbc.com](http://www.childfindbc.com)*

**Victoria Office**  
2722 Fifth Street, 208  
Victoria, BC V8T 4B2  
(250) 382-7311  
Fax (250) 382-0227  
Email: [childvicbc@shaw.ca](mailto:childvicbc@shaw.ca)

*"A charitable non-profit organization working with searching families and law enforcement to reduce the incidence of missing and exploited children."*

*A Missing Child is  
Everyone's  
Responsibility*



March 30, 2016

Dear Mayor and Councillors,

**Re: Proclamation for National Missing Children's Month and Missing Children's Day**

I write today on behalf of Child Find British Columbia. Child Find BC requests that your local government proclaim May as Missing Children's Month and May 25<sup>th</sup> as missing Children's Day.

Child Find BC provides "ALL ABOUT ME" ID Kits with child finger printing and photos, to at no cost to families and Child Find BC hosts these Child Find ID Clinics throughout BC. Child Find BC provides education, including public speakers, literature and tips for families to assist them in keeping all of our children safe.

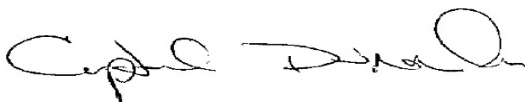
We hope that you will raise this proclamation for consideration to your Council and your community at your next meeting.

Most recent reporting from the RCMP show that over 7,300 cases of missing children were reported in British Columbia and over 41,000 cases in Canada. Through the support of municipal governments like yours we are able to educate and bring awareness to thousands of BC families on this important issue.

Within the next month your Municipal Government will be receiving an updated 2016 missing children's poster in the mail. Please look for these posters, remove the old posters and then post these new posters in prominent community spaces

Thank you so much for your consideration of this request and your continuing commitment to Community Services in BC and the children and families of BC. If you have any questions regarding this request please contact the Child Find BC office at 1-888-689-3463.

Yours truly,



Crystal Dunahee President, Child Find BC

**If you or your organization would like to host an "All About Me" ID clinic, have an idea for an event in your community or would like literature and information on becoming a member and supporter of Child Find BC, please call us at 1-888-689-3463.**

Your Letterhead here

**National Missing Children’s Month and Missing Children’s Day**

**WHEREAS** Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984; **AND**

**WHEREAS** The Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children; **AND**

**WHEREAS** Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children; **AND**

**WHEREAS** Child Find’s annual Green Ribbon of Hope Campaign will be held in the month of May and May 25<sup>th</sup> is National Missing Children’s Day; **AND**

**THEREFORE BE IT RESOLVED THAT**

I, (Mayors Name) of the (city, town, municipality), do hereby proclaim May as Child Find’s Green Ribbon of Hope month and May 25<sup>th</sup> as National Missing Children’s day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.

\_\_\_\_\_ Mayor

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of May, 2016

**Steve Orcheron**  
**Executive Director**  
**Child Find BC**  
208-2722 Fifth Street  
Victoria, BC V8T 4B2

Phone: 1.250.382.7311  
Toll Free: 1.888.689.3463  
Fax: 1.250.382.0227

**From:** McLay, Cheryl JTST:EX [<mailto:Cheryl.McLay@gov.bc.ca>]  
**Sent:** March-31-16 3:03 PM  
**To:** McLay, Cheryl JTST:EX  
**Subject:** Funding Alert: Rural Dividend Announcement  
**Importance:** High

Hi All. Please see attached press release re: Rural Dividend fund...

Applications for the first year of funding under the BC Rural Dividend will be accepted from April 4 to May 31, 2016.

As committed during the September 2015 Union of British Columbia Municipalities convention and in Balanced Budget 2016, the three-year \$75-million Rural Dividend will help rural communities with populations under 25,000 diversify and strengthen their economies.

Funding of \$25 million per year is available in four categories:

- Community capacity building
- Workforce development
- Community and economic development and
- Business sector development.

Local governments, not-for-profit organizations and First Nations are all eligible to apply.

Additional information in attached press release.

Best,

*Cheryl McLay*

Regional Manager Vancouver Island/Coast  
Regional Economic Operations  
Ministry of Jobs, Tourism and Skills Training  
2080 Labieux Road Nanaimo  
Phone 250.751.3217  
[Cheryl.McLay@gov.bc.ca](mailto:Cheryl.McLay@gov.bc.ca)  
[gov.bc.ca/economicdevelopment](http://gov.bc.ca/economicdevelopment)  
Follow us on Twitter: [@BCJobsPlan](https://twitter.com/BCJobsPlan)

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## NEWS RELEASE

For Immediate Release  
2016PREM0032-000492  
March 31, 2016

Office of the Premier  
Ministry of Forests, Lands and Natural Resource  
Operations

### **\$75 million BC Rural Dividend helps small communities**

WILLIAMS LAKE – Applications for the first year of funding under the BC Rural Dividend will be accepted from April 4 to May 31, 2016.

As committed during the September 2015 Union of British Columbia Municipalities convention and in Balanced Budget 2016, the three-year \$75-million Rural Dividend will help rural communities with populations under 25,000 diversify and strengthen their economies.

Funding of \$25 million per year is available in four categories:

- Community capacity building
- Workforce development
- Community and economic development and
- Business sector development.

Local governments, not-for-profit organizations and First Nations are all eligible to apply.

Single applicants can apply for up to \$100,000 for community-driven projects and must contribute at least 20% of the total project cost. Partnerships involving more than one eligible applicant can apply for up to \$500,000, and must contribute 40% of the total project cost.

Applicant contributions can include in-kind contributions of up to 10%.

A project development funding stream will provide up to \$10,000 to help communities with limited capacity build business cases and feasibility assessments to support the development of strong projects and future project applications.

Downloadable application forms, program guidelines, as well as detailed instructions on how to apply will be available as of April 4, 2016 when the new Rural Dividend website goes live: [www.gov.bc.ca/ruraldividend](http://www.gov.bc.ca/ruraldividend)

The criteria for the Rural Dividend was designed with input from the Rural Advisory Council, which was formed in March 2015.

#### **Quotes:**

##### **Premier Christy Clark –**

“We promised to help manage the effects of rapid growth and share the wealth that comes from rural B.C. more fairly with the communities that create it. And thanks to the hard work of Donna Barnett and the Rural Advisory Council, we’re keeping that promise.”

**Minister of Forests, Lands and Natural Resource Operations Steve Thomson –**

“These funds will assist rural communities and organizations diversify their economies and build and retain their workforce.”

**Parliamentary Secretary to the Minister of Forests, Lands and Natural Resource Operations for Rural Development Donna Barnett –**

“Over the past year, we’ve worked closely with the Rural Advisory Council in designing this program that will benefit rural British Columbians.”

**Learn More:**

Rural Dividend: [www.gov.bc.ca/ruraldividend](http://www.gov.bc.ca/ruraldividend)

Rural Advisory Council: [www2.news.gov.bc.ca/news\\_releases\\_2013-2017/2016flnr0040-000473.htm](http://www2.news.gov.bc.ca/news_releases_2013-2017/2016flnr0040-000473.htm)

**Media Contacts:**

Stephen Smart  
Press Secretary  
Office of the Premier  
778 389-6202

Greig Bethel  
Media Relations  
Ministry of Forests, Lands and Natural  
Resource Operations  
250 356-5261

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Connect with the Province of B.C. at: [www.gov.bc.ca/connect](http://www.gov.bc.ca/connect)



huu ay aht

ANCIENT SPIRIT, MODERN MIND



March 15, 2016

ACRD Board  
3008 Fifth Avenue  
Port Alberni BC V9Y 2E3

**Re: Request for a support letter for the Bamfield Water System Grant Application**

Dear Mayor Osborne and the Alberni Clayoquot Regional District Board,

Thank you for your January 15, 2016 letter with your request for a letter of support for the Alberni Clayoquot Regional District (ACRD) for the proposed Bamfield Water Treatment Facility. The invitation to work together so that such a facility could provide drinking water to both the Bamfield and Anacla communities, is greatly appreciated.

The Huu-ay-aht First Nation Executive Council will be pleased to provide a letter of support and would appreciate being included on the "Build Canada Small Communities Fund" funding application for the proposed Bamfield Water Treatment Facility.

Thank you for the invitation and we look forward to collaborating on water quality improvements for both our communities. For more information, or to set up further meetings, please contact Andy Daniel, Director of Government Services.

Please let me know if you have any questions or wish to discuss this matter further.

Sincerely,

Robert J. Dennis Sr.  
Elected Chief Councillor  
Huu-ay-aht First Nations

Cc: Karen Haugen, Acting Executive Director HFN  
Stephen Rayner, Manager of Infrastructure HFN

---

Office: Anacla Government Office, 170 Nookemus Road, Anacla, B.C., V0R 1B0  
Phone: 1.888.644.4555/ 250.728.3414 Fax: 250.728.1222

Mail: Port Alberni Government Office, 4644 Adelaide St., Port Alberni, B.C., V9Y 6N4 Phone: 250.723.0100 Fax: 250.723.4646





Tuesday, March 15, 2016

President  
Jan Lavertu

1<sup>st</sup> Vice President  
Kris Patterson

2<sup>nd</sup> Vice President  
Brad Minton

Secretary  
Sarah Jones

Treasurer  
Deb Haggard

Past President  
Teresa Bird

Directors  
Bob Kanngiesser  
Nicole Mitchell  
Neil Malbon  
Cherie Williams  
Rebecca Palmer  
Bill Brown  
Cindy Solda

Executive  
Director  
Bill Collette

Ms. Cindy Corner  
Ministry of Transportation  
2100 Labieux Road  
Nanaimo, BC, V9T 6E9

Dear Ms. Corner:

We are writing to you today in follow-up to a recent letter copied to us as drafted by our Chamber of Commerce Members – Coombs Country Candy. Our letter today also follows one we sent to Mr. Jonathan Tillie in October of 2015 regarding the same issue.

We agree with Mr. Lawlor and Ms. Bailey that after repeated attempts at correcting the identified problem along Old Nanaimo Road it now makes sense to pursue a more permanent solution that better suits all parties.

Coombs Country Candy is in itself a 'Destination' business in the Port Alberni area that we through our Visitor Centre Operations often send people to. As mentioned in October the business is "operated by a world renowned and respected Candy-Maker." The challenge of course is that we're sending people to an incredible destination yet forcing them through a myriad of vehicles that are often under repair on the roadway itself.

Speaking recently with Mr. Lawlor he again confirms that he has commissioned and received professional opinion with respect to a left turn lane into his property that would once and for all eliminate this aggravating issue for his business, his suppliers, and his customers. Additionally it would allow both Coombs Country Candy & Twin City Auto to conduct their businesses without the stress of an uncomfortable relationship with their neighbours.

The Alberni Valley Chamber of Commerce urges BC Highways to consider the drawings as available through Mr. Lawlor as soon as possible.

Yours truly,  
ALBERNI VALLEY CHAMBER OF COMMERCE



Bill Collette  
Executive Director

Cc: Mr. Murray Lawlor – Coombs Country Candy  
AV News  
Alberni Valley Regional District  
AVCOC – Board of Directors/Civic Affairs Committee  
Mr. Jonathan Tillie



The Office of the

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947 Fort Street

PO Box 9039 Stn Prov Govt

Victoria BC V8W 9A5

[www.bcombudsperson.ca](http://www.bcombudsperson.ca)

March 2016

Ms Josie Osborne  
Chair  
Alberni-Clayoquot Regional District  
3008 5th Ave  
PORT ALBERNI BC V9Y 2E3



Dear Ms Osborne:

It is my pleasure to provide you with a copy of our recent guide, *Bylaw Enforcement: Best Practices Guide for Local Governments*.

*Bylaw Enforcement* sets out a number of best practices to promote administrative fairness at all stages of local government bylaw enforcement: establishing bylaws, responding to complaints, conducting investigations, making enforcement decisions and handling appeals.

Roughly one in four complaints to our office concerning local governments are about bylaw enforcement. We have designed this report to be a practical tool officials can use to review and revise local bylaw enforcement programs. In addition to the best practices, inside the guide you will find five checklists to allow local governments to conduct a self-assessment as to how their practices compare to the recommended best practices. In addition, the report contains a selection of case summaries that illustrate relevant Ombudsperson investigations into bylaw enforcement complaints made to our office.

We are pleased to put our 20 years of experience to use helping B.C.'s local governments strive for excellence by ensuring their citizens' bylaw enforcement processes and procedures are up-to-date, effective and administratively fair.

A PDF version of *Bylaw Enforcement* is also available on our website at [www.bcombudsperson.ca](http://www.bcombudsperson.ca). Please do not hesitate to contact us if you have any questions.

Yours sincerely,

Jay Chalke  
Ombudsperson  
Province of British Columbia



March 22, 2016

Attention: Honourable Mayors,  
Members of Council and  
Chief Administrative Officers

**Re: National Public Works Week, May 15-21, 2015 – "Public Works – Always There"**

The Public Works Association of British Columbia (PWABC) is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 15-21, 2016 as National Public Works Week in your community. This year's theme is "Public Works – Always There".

National Public Works Week is observed each year during the third full week of May and this is the 56th year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows Councils to remind the public of the 24/7 services that they are responsible for and are proud of. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. A digital copy is available on our website [www.pwabc.ca](http://www.pwabc.ca) as well as further information about this year's theme and resources on making your Public Works Week a success. If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 250.819.6290. Thank you for making a difference.

Please note that we have a new address and declarations should be forwarded to:

**PWABC  
#102 – 211 Columbia ST  
Vancouver BC V6A 2R5**

Yours truly,

Deryk Lee, PWABC President



#102 – 211 Columbia ST Vancouver BC V6A 2R5 1.877.356.0699  
[www.pwabc.ca](http://www.pwabc.ca)



**PROCLAMATION**  
*"Community Begins Here"*  
**PUBLIC WORKS WEEK**  
**MAY 15-21, 2016**

**WHEREAS:** *public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of (Enter your city/municipality/town/etc name); and*

**WHEREAS:** *such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and*

**WHEREAS:** *the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and*

**WHEREAS:** *it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;*

**WHEREAS:** *Public Works Week also recognizes the contributions of public works professionals.*

**NOW THEREFORE, I, (Enter Mayor's Name), Mayor of the (Enter your city/municipality/town/etc name), do hereby proclaim the week of May 15-21, 2016, as Public Works Week in Enter your municipality.**

Dated this day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
*(Enter Mayor's Name), Mayor*

**From:** Charlotte Swaters [<mailto:CSwaters@kelowna.ca>]  
**Sent:** Friday, April 08, 2016 9:46 AM  
**Cc:** Stephen Fleming; Karen Needham  
**Subject:** SILGA Resolution

Greetings from Kelowna,

Please find attached a draft SILGA resolution, for your reference, which was adopted by Kelowna City Council on February 15, 2016.

Council requested this be circulated to your Council/Board for information.

If you have any questions, please feel free to contact City Clerk, Stephen Fleming or Deputy City Clerk, Karen Needham.

Regards,

Charlotte Swaters, Legislative Clerk  
Office of the City Clerk, Corporate Services

TEL 250-469-0632 or  
CLERKS TEL 250 469-8645  
CLERKS FAX 250 862-3315  
EMAIL [clerks@kelowna.ca](mailto:clerks@kelowna.ca)

City of Kelowna 1435 Water Street, Kelowna, BC V1Y 1J4  
Connect with the City [kelowna.ca/connect](http://kelowna.ca/connect)

February 15, 2016

SILGA RESOLUTION

Re: Integrity Commissioner for Local Government

WHEREAS the current legislative tools available to local government in British Columbia regarding matters of questionable conduct and breaches of code of conduct of elected officials result in expensive quasi-judicial processes, eroding public confidence, strained internal relationships, and produce limited viable outcomes;

AND WHEREAS elected officials in local government do not have access to independent advice regarding conflict of interest or other matters related to Codes of Conduct, nor an effective process to objectively resolve contraventions, accusations or public complaints;

THEREFORE, BE IT RESOLVED that UBCM lobby the Provincial Government to enact enabling legislation that would empower local governments with the ability to appoint local independent Integrity Commissioners who would serve the public and elected officials in an advisory, educational and investigative role in the application and enforcement of Codes of Conduct.

Background:

The *Community Charter* addresses ethical considerations for elected officials in Part 4, Division 6 and 7 with legislation related to conflict of interest. There is no legislation in British Columbia however that speaks to, or provides for the adoption of enforceable Codes of Conduct. Local Governments in British Columbia are increasingly aware of the impacts, both to public confidence in political processes and unnecessary legal costs, when the definitions of conflict, ethics and integrity for an elected local government official are not commonly shared, and/or are challenged.

Furthermore, the current legislated authority to enforce and/or impose restrictions or sanctions for elected officials distracts from good governance. The process relies on a local government to act in a quasi-judicial setting towards a member of their own board or council. When there are questions or challenges, the involved elected official is left without independent advice or is compelled to engage independent legal counsel of their own. These processes are divisive and costly, and distract from the priority business of the local government. When the process requires the involvement of a corporate lawyer to ensure procedural fairness, the costs and stakes escalate.

Within British Columbia the two recent court cases of *Barnett v CRD* and *Skakun v Prince George* have established the required procedure for local governments and also highlighted the need for a different and more effective process.

Local governments across Canada are developing Code of Conduct policies in order to help guide and inform elected officials, staff and the public with regards to expectations related to acceptable conduct while in office as well as clearly defining roles and responsibilities. The Provincial Governments in Alberta and Saskatchewan are amending current legislation related to the establishment of codes of conduct at the local government level. The City of Calgary, in early 2015, voted to create a part time Integrity Commissioner.

In Ontario, legislation provides a model for local governments with the option to adopt a Code of Conduct for members of Council and local boards through their own bylaws. This voluntary legislation also enables a Local Government to appoint an Integrity Commissioner to address the application of the Code and, if delegated, the procedural and policy decision-making authority related to the enforcement of Codes of Conduct. While investigation and regulation are part of the role, the Ontario experience in several municipalities demonstrates the positive role of an Integrity Commissioner in an advisory capacity to elected officials.

The proposed resolution to allow the option of appointing an Integrity Commissioner would serve to strengthen the foundation of good governance for local governments in BC. An Integrity Commissioner in an advisory role could further educate and inform elected officials and the public on acceptable conduct for political leaders as defined by a local government. Furthermore, an Integrity Commissioner could establish a process to conduct impartial investigations into informal or formal complaints from the public and/or elected officials that would serve as a supplement to existing statutes, documents and policies that govern the conduct of elected officials. It is further expected that the Integrity Commissioner could be empowered to recommend appropriate sanctions or dismiss unfounded claims all in a transparent public venue.

The Province is in a unique position to enact legislation to include the appointment of local independent Integrity Commissioners that would better meet the needs of local governments, their elected officials and the public in service to their community.



## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Russell Dyson, CAO

**Meeting Date:** April 13, 2016

**Subject:** Gas Tax (Community Works Fund) Projects 2016

### Recommendation:

***THAT the Alberni-Clayoquot Regional District Board of Directors approve the allocation of \$1.32 million in gas tax funds for 2016 to the following projects:***

- 1. \$80,000 to the Cherry Creek Trail between Cherry Creek and the Community Hall.***
- 2. \$40,000 for the Beaver Creek Community Hall playground.***
- 3. \$100,000 for Sproat Lake Community Trails.***
- 4. \$600,000 for the Bamfield Water Treatment Facility.***
- 5. \$100,000 for Salmon Beach well development.***
- 6. \$100,000 Millstream water system upgrades***
- 7. \$150,000 Beaver Creek water system to upgrade the service to the Kackamin facility.***
- 8. \$150,000 Bell Road water infrastructure.***

### Background:

The Electoral Area Directors Committee has met several times to review potential gas tax projects. There will be approximately \$1.32 million available as of December 2016. The following are the specific projects proposed by the Committee:

- \$80,000 to the Cherry Creek Trail between Cherry Creek and the Community Hall – an ACRD community park service.
- \$40,000 for the Beaver Creek Community Hall playground to be constructed by the association.
- \$100,000 for Sproat Lake Community Trails – detailed plan to be developed by the Parks committee.

and the allocation of the remainder of the available funding for ACRD owned water systems as follows:

- \$600,000 for the Bamfield Water Treatment Facility to provide a two-thirds funding commitment (based on the 2014 cost estimates) and enables the project to proceed in a timely fashion as Bamfield Water system is under a long term water advisory.
- \$100,000 for Salmon Beach to establish a community well that will provides the public treated water option within the community.
- \$100,000 Millstream water system for capital upgrades.
- \$150,000 Beaver Creek water system to upgrade the watermain serving the Kackamin facility.

5. \$150,000 Bell Road (additional to previous \$264,000 allocation) project still in planning stages, requires service area approval and not likely to proceed until 2017.

The total allocation as above is \$1.32 million

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

Staff time to prepare the agreement that must be made with the Beaver Creek Community Hall, confirm works meet the ACRD policies and procedures as committed within the agreement. The internal Gas Tax projects will have demands on staff time as they are undertaken and working with committees, engineers and contractors.

**Financial:**

The renewal of the Gas Tax funding has provided another opportunity to allocate funds to the various needs within our region. The Electoral Areas receive funding annually and in the 2016 another \$450,000 will be received plus any interest stemming from balances held. The current Gas Tax agreement between UBCM and the federal government runs until March 31, 2024.

**Policy or Legislation:**

As per ACRD purchase policies, asset management standards and criteria for the gas tax expenditures as outlined in the agreement with the federal government.

**Options Considered:**

Monies are being allocated to projects with few other options for capital assistance.



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

Russell Dyson, Chief Administrative Officer



## REQUEST FOR DECISION

**To:** Russell Dyson, CAO  
and  
Board of Directors, Alberni-Clayoquot Regional District

**From:** Mike Irg, Manager of Planning and Development

**Date:** April 7, 2016

**Subject:** Proposed Building Inspection Agreement with the District of Ucluelet

---

### **Recommendation:**

*That the Board of Directors enters into a one (1) year agreement with the District of Ucluelet to provide building inspection services and direct the CAO and Chairperson to sign the attached BUILDING INSPECTION RESOURCE SHARING AGREEMENT.*

### **Desired Outcome:**

The District of Ucluelet requires a building inspector to provide building inspection services for the District on an interim basis and has requested the ACRD building inspectors provide this service.

### **Summary:**

District of Ucluelet's current building inspection agreement with the ACRD expires on April 27, 2016

Under the agreement, the District of Ucluelet establishes, charges, and collects all fees. The ACRD would bill the District of Ucluelet for the time spent on building permits and wood stove inspections.

### **Background:**

The current agreement is for interim building inspection services and staff recommends renewing this agreement in order to provide building inspection support to the District of Ucluelet while a more permanent agreement is worked out.

The Districts of Ucluelet and Tofino have both requested the ACRD provide building inspection services on a permanent basis. ACRD staff is working on agreements with both municipalities. However, staff feels it is important to have the ACRD building inspector vacancy filled before entering into more permanent agreements with Ucluelet and Tofino. This one year agreement allows the ACRD to continue providing building inspection services after April 27<sup>th</sup>.

**Note:** The current building inspection agreements with Tofino and Port Alberni expire February 2017 and December 2019 respectively. The agreement with Toquaht First Nation has also expired and needs to be renewed.

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

The ACRD building inspection service has the capacity to provide this service, with trips coordinated with other inspections when possible.

**Financial:**

The agreement proposes a cost recovery system based on the time spent on the District of Ucluelet building permits and travel. The hourly rate will be at 1.59 times the building inspector's hourly rate to cover benefits, supervision, and administration. Vehicle mileage will be \$0.55/km. Where ever possible, mileage and travel time will be shared with travel to the West Coast and Salmon Beach.


**Policy or Legislation:**

The proposed agreement is a renewal of the current agreement. The ACRD has the ability to enter into agreements with other governments. As the recommended term of this agreement is one year, the building inspection service arrangements can be reviewed and there is a clause that allows either party to provide notice and terminate the contract.

The proposed agreement includes an indemnity clause (section 2.1) and stipulates that the ACRD Building Inspectors will only provide plan checks and inspect construction for compliance with the BC Building Code. The District of Ucluelet is responsible for confirming compliance with the District of Ucluelet bylaws and all Federal and Provincial Acts and Regulations.

**Options Considered:**

The options are to enter into the contract and provide building inspection services or not to enter into the agreement.

Submitted by:   
\_\_\_\_\_  
Mike Irg, M.C.I.P.  
Manager of Planning and Development

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

**THIS AGREEMENT MADE IN DUPLICATE THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2016.**

**BETWEEN:**

**DISTRICT OF UCLUELET**

200 Main Street, P.O. Box 999, Ucluelet, BC, V0R 3A0

(hereinafter called **Ucluelet**)

**AND:**

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**

3008 5<sup>th</sup> Avenue, Port Alberni, BC, V9Y 2E3

(hereinafter called **the Region**)

This Agreement shall be known as the **“BUILDING INSPECTION RESOURCE SHARING AGREEMENT”**

**WHEREAS**

Ucluelet wishes to occasionally retain the services of the Region’s building inspection staff to undertake building inspection work within Ucluelet’s jurisdiction.

The Region is willing to make their building inspection staff available to Ucluelet under the terms and conditions outlined in this agreement.

**THEREFORE** in consideration of the mutual covenants and other considerations recited below, the parties agree as follows:

**1. Definitions**

“Ucluelet Supervisor” means the Manager of Planning

“Regional Building Inspector” means the incumbent in an employment position titled “Building Inspector” at the Region.

“Regional Supervisor” means the Manager of Planning and Development.

“Regional Collective Agreement” means the prevailing collective agreement in place between and the Region and the Canadian Union of Public Employees Local 118.

## **2. Ucluelet Covenants**

- 2.1 Ucluelet assumes all risk and agrees to indemnify and hold the Region harmless, and to defend the Region against and from any claims, costs, liabilities, expenses (including, without limitation, court costs and attorneys' fees), or demands of whatsoever nature arising from the actions of the Region's Building Inspector's providing inspections, approvals, reports, permits, and other activities in good faith at Ucluelet's request and within the jurisdiction of Ucluelet.
- 2.2 The Ucluelet Supervisor will be responsible for confirming that all construction complies with District of Ucluelet bylaws and all other applicable Federal and provincial Acts and Regulations.

## **3. Region Covenants**

- 3.1 Provided that the Regional Supervisor determines that the Region's operational needs can be met, the Region will make the Regional Building Inspector available to Ucluelet when requested by the Ucluelet Supervisor.
- 3.2 The Regional Building Inspector will only conduct plan checks, inspect construction for compliance with the B.C. Building Code and provide woodstove inspections. The Ucluelet Supervisor will be responsible for confirming that all construction complies with District of Ucluelet bylaws and all other applicable Federal and Provincial Acts and Regulations.
- 3.3 The Region will continue to pay all wages and benefits for the Regional Building Inspector while working on Ucluelet inspections. The Region will subsequently invoice Ucluelet for all time the Regional Building Inspector spends on Ucluelet inspections based on the specified hourly rate in the Regional Collective Agreement times a factor of 1.59 to cover benefits, supervision, and administration.
- 3.4 The Region will provide a vehicle for the Regional Building Inspector's use for transportation to and from assigned Ucluelet inspections and will subsequently invoice Ucluelet for required mileage at a rate of \$0.55/km.

## **4. Term of Agreement:**

- 4.1 The term of this agreement shall be from the 28 day of April, 2016 to the 27 day of April, 2017 and shall continue in force from month to month thereafter until a new agreement is reached or the agreement is terminated by either party upon 30 days written notice to the other party.

4.2 Notwithstanding Section 4.1 above, if a dispute arises between the parties concerning the interpretation or performance of the obligations provided for in this agreement which dispute cannot be resolved informally or by mediation, either party may terminate the agreement following thirty days written notice.

**IN WITNESS WHEREOF** the Corporate Seals of the parties have hereunto been affixed in the presence of their duly authorized officers the day and year first above written.

THE CORPORATE SEAL OF THE  
**DISTRICT OF UCLUELET**  
WAS HEREUNTO AFFIXED  
IN THE PRESENCE OF:

\_\_\_\_\_  
Dianne St. Jacques, Mayor

\_\_\_\_\_  
Andrew Yeates, CAO

THE CORPORATE SEAL OF THE  
**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
WAS HEREUNTO AFFIXED  
IN THE PRESENCE OF:

\_\_\_\_\_  
Josie Osborn, Chairperson

\_\_\_\_\_  
Russell Dyson, CAO

## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andrew McGifford, CPA, CGA, Manager of Environmental Services

**Meeting Date:** April 13, 2016

**Subject:** 2016 Asset Management

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**Recommendation:**

*That the Alberni-Clayoquot Regional District (ACRD) Board of Directors proceed with ACRD's Asset Management plan in order to complete and fully integrate the financial governance process by the end of 2016.*

**Desired Outcome:**

To complete the Asset Management integration with the financial planning process for all of the ACRD service areas by the end of 2016.

**Summary:**

The Asset Management process will be an integral part of the long term financial planning process and provides best practices for long term financial planning to ensure each service has the financial capabilities to support assets they currently have and will be adding. The Asset Management process provides local governments a useful tool in delivering sustainable services by extending and deepening strong financial management practices within their organizations. The Public Service Accounting Board and senior levels of government view this process as a strong governance tool in the financial decision making process.

The ACRD has been awarded a \$10,000 grant from UBCM to complete this process by the end of 2016. The ACRD must have the Asset Management plan in place in order to better financial oversight for long lived assets and operation of these assets. The requirement of having the plan in place has been and will be a part of the many grant applications that we apply for and will assist our chances of having success.

The Asset Management plan has been identified as a key initiative in 2016.

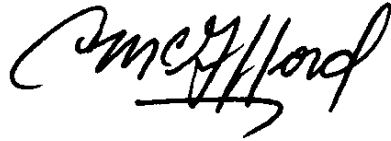
**Time Requirements – Staff & Elected Officials:**

There will be a large amount of staff time required to bring the Asset Management plan in and outside consultants may be required to determine best practices.



**Financial:**

Staff will identify a best fit for tracking the ACRD assets and the purchase of software may be required. The use of the \$10,000 grants from UBCM will enable the ACRD reduce the costs of staff time and training that will be undertaken. The estimate for wages and training was approximately \$25,000 in 2016.



Submitted by: \_\_\_\_\_  
Andrew McGifford, CPA, CGA, Manager of Environmental Services



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

## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andrew McGifford, CPA, CGA, Manager of Environmental Services  
Alberni Valley & Bamfield Services Committee

**Meeting Date:** April 13, 2016

**Subject:** Build Canada Application – Alberni Valley Landfill (AVLF) - Solid Waste Diversion Project

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**Recommendation:**

***THAT the Alberni-Clayoquot Regional District Board of Directors apply for funding through the New Building Canada Fund - Small Communities for the Alberni Valley Landfill Solid Waste Diversion Project.***

**Summary:**

The Regional District applied for funding through the Building Canada Fund for the Bamfield Water treatment plant in 2015. This application was not successful. The option of using Electoral Area Gas Tax funds for the Bamfield Water treatment plant is now the preferred option to proceed with the project. This leaves the Regional District with the opportunity to apply for another project through the Build Canada grant. The Alberni Valley Landfill has capital projects in the current Financial Plan which meet the criteria to apply to the Build Canada program.

Staff has met with the Landfill engineer to review the options for diversion of materials that will enable the AVLF to reduce the Green House Gas (GHG) emissions and meet the future requirements of the landfill operating permit. The current layout has limited area to expand and the plan is to improve the site with the use of the property to the north of the Landfill that was acquired last year. As the engineer completes the plan staff will provide the Committee and the Board for their review.

The Alberni Valley & Bamfield Services Committee met on April 6, 2016 and passed a resolution recommending that the Board of Directors support the application for the AVLF - Solid Waste Diversion Project to the Build Canada Fund.

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

There will be some increase in demands on staff in the next month to complete the application by the deadline of April 26, 2016. Also oversight of the works if successful, portions of the work were committed to in the 2016-2020 Financial Plan for the AVLF capital project and the Solid Waste Management diversion initiatives.

**Financial:**

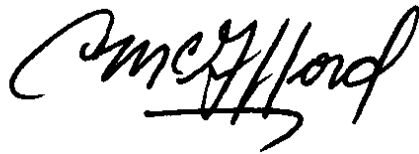
2016-2020 Financial Plan includes capital works of this nature and staff have identified approximately \$500,000 that could be used within the current budget for this project application. A successful grant

application would provide the possibility of a 1.5 million project to be undertaken at the AVLF transfer station. The capital reserve for the AVLF has the capability of undertaking on these addition works if there is a need to amend the budget later in 2016.

**Policy or Legislation:**

The 2016-2020 Financial Plan may need to be amended to access funds in order to provide the one third funding support for this project. A motion to amend the Financial Plan would be provided if required once the project details are confirmed in advance of the application to the Build Canada grant program.

Any use of the ACRD's property will meet regulatory requirements which will be assessed by the ACRD's consulting engineer.



Submitted by: \_\_\_\_\_  
Andrew McGifford, CPA CGA, Manager of Environmental Services



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

## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Andrew McGifford, CPA, CGA, Manager of Environmental Services  
West Coast Committee

**Meeting Date:** April 13, 2016

**Subject:** West Coast Landfill Contract Renewal

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**Recommendation:**

*THAT the Alberni-Clayoquot Regional District Board of Directors renew the West Coast Landfill Operations contract with Berry and Vale Contracting Ltd. for an additional 5 year term, July 1, 2016 to June 30, 2021.*

*THAT the Alberni-Clayoquot Regional District Board of Directors sign a Letter of Understanding with Berry & Vale Contracting Ltd. that will provide increases to the annual operating contract based on the Consumer Price Index (CPI) (Victoria- All items) rate and the previous year's and annual CPI (Victoria-all items) does not exceed 10% in any given year.*

**Desired Outcome:**

To extend the West Coast Landfill Operations contract with Berry and Vale Contracting Ltd. for an additional five year term.

**Background:**

Berry and Vale Contracting Ltd. has been operating the West Coast Landfill on behalf of the Alberni-Clayoquot Regional District since December 2010. Berry and Vale Contracting Ltd. has provided excellent guidance and are a tremendous resource to finding solutions to problems as operational challenges occur.

The West Coast Landfill Operations Contract with Berry & Vale Contracting expires on June 30, 2016. The contract has a renewal option for an additional five year term.

The West Committee met on February 18, 2016 West Coast Committee the concurred with the staff recommended to the Board of Directors to Regional District staff recommends the operating contract be extended for an additional five year term.

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

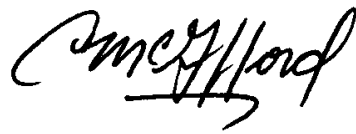
Minimal.

**Financial:**

The funds for the operation of the West Coast Landfill come from the West Coast Landfill Waste Management budget. Article 21 – Quantities and Prices of the Operations Contract will need to have a letter of understanding attached with the renewal of the contract 2016 – 2021. Staff recommends that the increases for the contract year over year are as per CPI Victoria increases (decreases will be considered nil). The increase in the contract for 2016 would be 1.1% as the CPI increase in Victoria for 2015. The current annual contract value is \$414,166.33 and with the increase effective July 1, 2016 would be \$418,722.20.

**Policy or Legislation:**

As per Purchasing Policy.



Submitted by: \_\_\_\_\_  
Andrew McGifford, CPA, CGA, Manager of Environmental Services



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

# BERRY & VALE CONTRACTING LTD

SERVING VANCOUVER ISLAND SINCE 1980

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3815 Discovery Drive  
Campbell River BC  
V9W 4X5  
250-287-6387  
[moe@berryandvalecontracting.ca](mailto:moe@berryandvalecontracting.ca)

Alberni-Clayqout Regional District  
3008 5<sup>th</sup> Avenue  
Port Alberni BC

Nov 15/2015

Attention: Andrew McGifford, Russell Dyson and the Board of Directors

## **Re: Request for Renewal**

Gentlemen,

As the end of our contract is approaching (July 2016) we are requesting that the operations contract for the West Coast Landfill be renewed for a further five year term as per the current contract documents.

From our perspective all has gone well at the WCL as we are confident you would agree. We are requesting no changes to the current agreement including our commitment to excavating, hauling and placing the Hazco material at no additional cost to the ACRD. It was our intention to have this completed by the end of this term but lack of waste has not allowed for the efficient use of this product on the slopes and will require more time.

If you have any questions or would like to meet to discuss this further let me know.

Respectfully,

Moe Vale,  
Vice President,  
Berry and Vale Contracting Ltd

## **REQUEST FOR DECISION**

**TO:** Board of Directors  
**FROM:** Andrew McGifford, CPA CGA, Acting Manager of Finance  
**DATE OF MEETING:** April 13, 2016  
**RE:** Finance Warrant No.563

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### **Recommendation:**

***THAT the Alberni-Clayoquot Board of Directors approves Finance Warrant Number 563 in the amount of \$806,166.45 dated March 31, 2016.***

### **Chief Administrative Officer Comments:**

Concur

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## **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

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Submitted by: Andrew McGifford, CPA CGA, Acting Manager of Finance



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



**AP5100**

**Date :** Apr 08, 2016

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**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Mar-2016 To 31-Mar-2016  
**Cheque Date :** 01-Mar-2016 To 31-Mar-2016  
**Cheque No. :** All  
**Batch No. :** All

**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0012</b>	<b>ABELL PEST CONTROL INC</b>					
039019	23-Mar-2016	Issued	73	C		89.25
03703972	01-4-2500-000	PAYABLES - TRADE		89.25		
Invoice Description --> AVLF - RECYCLING DEPOT - PEST CONTROL						
<b>Total :</b>				89.25	0.00	89.25
<b>Supplier Total :</b>				89.25	0.00	89.25
<b>0016</b>	<b>ACE COURIER SERVICES</b>					
000131-0002	11-Mar-2016	Issued	57	T		107.13
14166743	01-4-2500-000	PAYABLES - TRADE		107.13		
Invoice Description --> AVLF - 60.98, BCWS - 21.13, ACRD - 25.02						
<b>Total :</b>				107.13	0.00	107.13
<b>Supplier Total :</b>				107.13	0.00	107.13
000132-0001	28-Mar-2016	Issued	81	T		187.64
14167509	01-4-2500-000	PAYABLES - TRADE		187.64		
Invoice Description --> ACRD - SHIPPING \$29.44; BCWS \$158.2						
<b>Total :</b>				187.64	0.00	187.64
<b>Supplier Total :</b>				187.64	0.00	187.64
<b>00019</b>	<b>0946982 BC LTD (DBA - ACE FLAGGING)</b>					
000131-0001	11-Mar-2016	Issued	57	T		829.50
102-2442	01-4-2500-000	PAYABLES - TRADE		829.50		
Invoice Description --> BCWS - WATER BREAK BEAVER CREEK ROAD						
<b>Total :</b>				829.50	0.00	829.50
<b>Supplier Total :</b>				829.50	0.00	829.50
<b>00021</b>	<b>ALBERNI DISTRICT CO-OP ASSOCIATION</b>					
39020	23-Mar-2016	Issued	73	C		1389.98
SLVFD - FEB/16	01-4-2500-000	PAYABLES - TRADE		78.14		
Invoice Description --> SLVFD - JANUARY 2016 FUEL COSTS						
BCVFD - FEB/16	01-4-2500-000	PAYABLES - TRADE		269.35		
Invoice Description --> BCVFD - FEBRUARY 2016 FUEL COSTS						
BCWS - FEB/16	01-4-2500-000	PAYABLES - TRADE		452.32		
Invoice Description --> BCWS - FEBRUARY 2016 FUEL COSTS						
ACRD - FEB/16	01-4-2500-000	PAYABLES - TRADE		590.17		
Invoice Description --> ACRD - JANUARY 2016 FUEL COSTS						
<b>Total :</b>				1389.98	0.00	1389.98
<b>Supplier Total :</b>				1389.98	0.00	1389.98
<b>00030</b>	<b>ACKLANDS-GRAINGER INC.</b>					
000131-0003	11-Mar-2016	Issued	57	T		255.26
9030135124	01-4-2500-000	PAYABLES - TRADE		16.97		

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**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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Supplier : 0003 To Z4209  
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 Cheque Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
Invoice Description -->	BCWS - STRICK RD PUMPHOUSE - SUPPLIES						
9030135132	01-4-2500-000	PAYABLES - TRADE	36.04				
Invoice Description -->	BCWS - STRICK RD PUMPSTATION - SUPPLIES						
9025756157	01-4-2500-000	PAYABLES - TRADE	41.87				
Invoice Description -->	BCWS - SMALL TOOLS						
9026922329	01-4-2500-000	PAYABLES - TRADE	80.19				
Invoice Description -->	BCWS - NORTH RESERVOIR - SUPPLIES						
9028911619	01-4-2500-000	PAYABLES - TRADE	80.19				
Invoice Description -->	BCWS - DARNLEY PUMP - SUPPLIES						
<b>Total :</b>			255.26	0.00			255.26
00132-0002	28-Mar-2016			Issued	81	T	190.11
9041352494	01-4-2500-000	PAYABLES - TRADE	12.26				
Invoice Description -->	BCWS - SHOP SUPPLIES						
9041352536	01-4-2500-000	PAYABLES - TRADE	177.85				
Invoice Description -->	BCWS - SHOP SUPPLIES						
<b>Total :</b>			190.11	0.00			190.11
<b>Supplier Total :</b>			445.37	0.00			445.37
-----							
<b>0031</b>	<b>AGAT LABORATORIES</b>						
00132-0003	28-Mar-2016			Issued	81	T	2121.53
16248259E	01-4-2500-000	PAYABLES - TRADE	970.20				
Invoice Description -->	WCLF - WATER MONITORING						
16248263E	01-4-2500-000	PAYABLES - TRADE	1151.33				
Invoice Description -->	WCLF - WATER MONITORING						
<b>Total :</b>			2121.53	0.00			2121.53
<b>Supplier Total :</b>			2121.53	0.00			2121.53
-----							
<b>0054</b>	<b>ACTION DELIVERIES AND MOVING</b>						
38963	08-Mar-2016			Issued	55	C	170.00
FEB20/16	01-4-2500-000	PAYABLES - TRADE	170.00				
Invoice Description -->	ACRD - OFFICE MOVES						
<b>Total :</b>			170.00	0.00			170.00
<b>Supplier Total :</b>			170.00	0.00			170.00
-----							
<b>0056</b>	<b>AIRGAS CANADA INC.</b>						
39021	23-Mar-2016			Issued	73	C	25.98
270428	01-4-2500-000	PAYABLES - TRADE	25.98				
Invoice Description -->	SLVFD - OXYGEN						
<b>Total :</b>			25.98	0.00			25.98
<b>Supplier Total :</b>			25.98	0.00			25.98

**ALBERNI-CLAYQUOQUOT REGIONAL DISTRICT**  
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Supplier : 0003 To Z4209  
 Trans. Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0060</b>	<b>ALBERNI COMMUNICATIONS &amp; ELECTRONICS</b>					
000132-0004	28-Mar-2016	Issued	81	T		187.04
21011	01-4-2500-000	PAYABLES - TRADE		187.04		
Invoice Description --> BCFVD - PAGERS						
<b>Total :</b>				187.04	0.00	187.04
<b>Supplier Total :</b>				187.04	0.00	187.04
<b>0095</b>	<b>ALBERNI VALLEY CHAMBER OF COMMERCE</b>					
38964	08-Mar-2016	Issued	55	C		813.75
1129	01-4-2500-000	PAYABLES - TRADE		813.75		
Invoice Description --> ACRD - ADSS FOOD GUIDE AD						
<b>Total :</b>				813.75	0.00	813.75
<b>Supplier Total :</b>				813.75	0.00	813.75
<b>0163</b>	<b>ALBERNI CHRYSLER LTD</b>					
38965	08-Mar-2016	Issued	55	C		538.92
67736	01-4-2500-000	PAYABLES - TRADE		538.92		
Invoice Description --> BCFVD - VEHICLE MAINTENANCE #54						
<b>Total :</b>				538.92	0.00	538.92
<b>Supplier Total :</b>				538.92	0.00	538.92
<b>0188</b>	<b>ALBERNI INDUSTRIAL MARINE SUPPLY LTD.</b>					
39022	23-Mar-2016	Issued	73	C		18.31
55156A	01-4-2500-000	PAYABLES - TRADE		18.31		
Invoice Description --> SLVFD - TRUCK #46						
<b>Total :</b>				18.31	0.00	18.31
<b>Supplier Total :</b>				18.31	0.00	18.31
<b>0270</b>	<b>ANDREW SHERET LTD.</b>					
000131-0004	11-Mar-2016	Issued	57	T		3144.83
DISCOUNTFEB2016	01-4-2500-000	PAYABLES - TRADE		-99.75		
Invoice Description --> BCWS - DISCOUNT TAKEN FOR EARLY PAYMENT						
03-055814	01-4-2500-000	PAYABLES - TRADE		138.81		
Invoice Description --> BCWS - SERVICE REPAIR						
03-057351	01-4-2500-000	PAYABLES - TRADE		216.66		
Invoice Description --> SL PARKS - COUGAR SMITH WATER REPAIRS AND MAINTENANCE						
03-055810	01-4-2500-000	PAYABLES - TRADE		239.23		
Invoice Description --> BCWS - FERGUSON ROAD FIRE DAMAGE REPAIRS						
03-057545	01-4-2500-000	PAYABLES - TRADE		378.13		
Invoice Description --> BCWS - SERVICE REPAIR						
03-057347	01-4-2500-000	PAYABLES - TRADE		2271.75		
Invoice Description --> BWS - LOW FLOW METER SUPPLIES						

ALBERNI-CLAYQUOT REGIONAL DISTRICT  
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Supplier : 0003 To Z4209  
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 Cheque No. : All  
 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				3144.83	0.00	3144.83
00132-0005	28-Mar-2016	Issued	81	T		1975.68
03-058384	01-4-2500-000	PAYABLES - TRADE		-2054.71		
Invoice Description --> BCWS - METER PROGRAM RETURN						
03-057799	01-4-2500-000	PAYABLES - TRADE		4030.39		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM						
<b>Total :</b>				1975.68	0.00	1975.68
<b>Supplier Total :</b>				5120.51	0.00	5120.51

<b>0336 ARC - WESTERN CANADA</b>						
00132-0006	28-Mar-2016	Issued	81	T		410.37
N021231	01-4-2500-000	PAYABLES - TRADE		410.37		
Invoice Description --> PLANNING - PLOTTER SUPPLIES						
<b>Total :</b>				410.37	0.00	410.37
<b>Supplier Total :</b>				410.37	0.00	410.37

<b>0396 ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITES</b>						
39072	24-Mar-2016	Issued	77	C		941.45
16AVICCREG	01-4-2500-000	PAYABLES - TRADE		941.45		
Invoice Description --> 2016 AVICC CONVENTION REGISTRATION						
<b>Total :</b>				941.45	0.00	941.45
<b>Supplier Total :</b>				941.45	0.00	941.45

<b>0473 BC FIRE TRAINING OFFICERS ASSOCIATION</b>						
39023	23-Mar-2016	Issued	73	C		795.00
2273	01-4-2500-000	PAYABLES - TRADE		795.00		
Invoice Description --> SLVFD - 2016 CONFERENCE REGISTRATION - MACDONALD						
<b>Total :</b>				795.00	0.00	795.00
<b>Supplier Total :</b>				795.00	0.00	795.00

<b>0490 BAILEY WESTERN STAR TRUCK INC.</b>						
39015	16-Mar-2016	Issued	70	C		29629.60
MV001000510A	01-4-2500-000	PAYABLES - TRADE		29629.60		
Invoice Description --> LBA - PLOW TRUCK - CAPITAL - 10% HOLDBACK PORTION						
<b>Total :</b>				29629.60	0.00	29629.60
39016	16-Mar-2016	Issued	70	C		266666.40
MV001000510	01-4-2500-000	PAYABLES - TRADE		266666.40		
Invoice Description --> LBA - PLOW TRUCK - CAPITAL						
<b>Total :</b>				266666.40	0.00	266666.40

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Supplier : 0003 To Z4209  
 Trans. Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Supplier Total :</b>				296296.00	0.00	296296.00

<b>0508 BAMFIELD BUILDERS SUPPLY</b>							
00132-0007	28-Mar-2016		Issued	81	T	39.18	
177033	01-4-2500-000	PAYABLES - TRADE			5.55		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES							
176825	01-4-2500-000	PAYABLES - TRADE			33.63		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES							
<b>Total :</b>					39.18	0.00	39.18
<b>Supplier Total :</b>					39.18	0.00	39.18

<b>0537 BARKER, MICHAEL D.</b>							
38966	08-Mar-2016		Issued	55	C	250.00	
2016-1002	01-4-2500-000	PAYABLES - TRADE			250.00		
Invoice Description --> WOODSTOVE EXCHANGE REBATE - BARKER							
<b>Total :</b>					250.00	0.00	250.00
<b>Supplier Total :</b>					250.00	0.00	250.00

<b>0660 BC HYDRO</b>							
39024	23-Mar-2016		Issued	73	C	17190.80	
102008814452	01-4-2500-000	PAYABLES - TRADE			1048.85		
Invoice Description --> BVFD - BAMFIELD FD HALL - PACHENA RD							
400002616560	01-4-2500-000	PAYABLES - TRADE			16141.95		
Invoice Description --> HYDRO - ACRD CONSOLIDATED							
<b>Total :</b>					17190.80	0.00	17190.80
<b>Supplier Total :</b>					17190.80	0.00	17190.80

<b>0700 BC TRANSIT</b>							
39025	23-Mar-2016		Issued	73	C	17534.00	
116602	01-4-2500-000	PAYABLES - TRADE			17534.00		
Invoice Description --> JANUARY 2015 CUSTOM TRANSIT							
<b>Total :</b>					17534.00	0.00	17534.00
<b>Supplier Total :</b>					17534.00	0.00	17534.00

<b>0740 BEAVER CREEK HOME CENTER</b>							
38967	08-Mar-2016		Issued	55	C	1.95	
1602-788931	01-4-2500-000	PAYABLES - TRADE			1.95		
Invoice Description --> BCWS - NORTH RES - SUPPLY							
<b>Total :</b>					1.95	0.00	1.95

39026	23-Mar-2016		Issued	73	C	102.65
1603-802829	01-4-2500-000	PAYABLES - TRADE			20.33	

**ALBERNI-CLAYQUOQUO REGIONAL DISTRICT**  
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Supplier : 0003 To Z4209  
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Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
Invoice Description -->	SLVFD - HALL #3 MINOR UPGRADES						
1603-805404	01-4-2500-000	PAYABLES - TRADE			26.04		
Invoice Description -->	SLVFD - TRUCK #46 REPAIRS						
1602-795874	01-4-2500-000	PAYABLES - TRADE			56.28		
Invoice Description -->	SLVFD - HALL MINOR REPAIRS						
<b>Total :</b>					102.65	0.00	102.65
<b>Supplier Total :</b>					104.60	0.00	104.60

<b>0785 BERKS INTERTRUCK LTD.</b>							
Invoice No.	Account No.	Account Description	Status	Batch	Medium	Amount	
00132-0008	28-Mar-2016		Issued	81	T	1505.04	
148692	01-4-2500-000	PAYABLES - TRADE			88.43		
Invoice Description -->	SLVFD - SEAT BELT						
29566	01-4-2500-000	PAYABLES - TRADE			1416.61		
Invoice Description -->	SLVFD - SHOP SUPPLIES						
<b>Total :</b>					1505.04	0.00	1505.04
<b>Supplier Total :</b>					1505.04	0.00	1505.04

<b>0791 BERRY &amp; VALE CONTRACTING LTD</b>							
Invoice No.	Account No.	Account Description	Status	Batch	Medium	Amount	
00132-0009	28-Mar-2016		Issued	81	T	126963.90	
1786	01-4-2500-000	PAYABLES - TRADE			3092.67		
Invoice Description -->	AVLF - INFRASTRUCTURE MAINT. - LEACHATE LINE FLUSHING						
1787	01-4-2500-000	PAYABLES - TRADE			20664.00		
Invoice Description -->	AVRA - VEGETATION HOLDBACK AMOUNTS						
1771	01-4-2500-000	PAYABLES - TRADE			36302.55		
Invoice Description -->	WCLF - FEB 2016 CONTRACT - FREON \$60						
1770	01-4-2500-000	PAYABLES - TRADE			66904.68		
Invoice Description -->	AVLF - FEB. 2015 CONTRACT - FREON \$108, MMBC \$806.18						
<b>Total :</b>					126963.90	0.00	126963.90
<b>Supplier Total :</b>					126963.90	0.00	126963.90

<b>0804 BETTSM CONTROLS INC.</b>							
Invoice No.	Account No.	Account Description	Status	Batch	Medium	Amount	
39027	23-Mar-2016		Issued	73	C	17424.75	
1000119	01-4-2500-000	PAYABLES - TRADE			17424.75		
Invoice Description -->	AVLF - SCADA						
<b>Total :</b>					17424.75	0.00	17424.75
<b>Supplier Total :</b>					17424.75	0.00	17424.75

<b>0820 BLAIS, PAUL</b>						
Invoice No.	Account No.	Account Description	Status	Batch	Medium	Amount
38968	08-Mar-2016		Issued	55	C	250.00
2016-1007	01-4-2500-000	PAYABLES - TRADE			250.00	
Invoice Description -->	WOODSTOVE EXCHANGE REBATE - BLAIS					

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**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
<b>Total :</b>					250.00	0.00	250.00
<b>Supplier Total :</b>					250.00	0.00	250.00
-----							
<b>0823</b>	<b>BLAKE/COLE/LITTLE</b>						
38969	08-Mar-2016	Issued	55	C		100.00	
1002	01-4-2500-000	PAYABLES - TRADE			100.00		
Invoice Description --> BUILDING INSPECTION - TRANSPORTATION TO BAMFIELD							
<b>Total :</b>					100.00	0.00	100.00
<b>Supplier Total :</b>					100.00	0.00	100.00
-----							
<b>0825</b>	<b>BLACK PRESS GROUP LTD.</b>						
39028	23-Mar-2016	Issued	73	C		765.72	
32815538	01-4-2500-000	PAYABLES - TRADE			214.04		
Invoice Description --> ACRD - PARCEL TAX ADS							
7465334	01-4-2500-000	PAYABLES - TRADE			551.68		
Invoice Description --> ACRD \$246.24; PLANNING \$194.40; AVRA \$71.28							
<b>Total :</b>					765.72	0.00	765.72
<b>Supplier Total :</b>					765.72	0.00	765.72
-----							
<b>0827</b>	<b>BLAKEY ELECTRIC</b>						
38970	08-Mar-2016	Issued	55	C		1795.49	
91523	01-4-2500-000	PAYABLES - TRADE			1795.49		
Invoice Description --> BCWS - STRICK RD PUMPHOUSE - MAINTENANCE							
<b>Total :</b>					1795.49	0.00	1795.49
<b>Supplier Total :</b>					1795.49	0.00	1795.49
-----							
<b>0914</b>	<b>BOWERMAN EXCAVATING LTD</b>						
39029	23-Mar-2016	Issued	73	C		38010.00	
6686	01-4-2500-000	PAYABLES - TRADE			38010.00		
Invoice Description --> AVLF - RECYCLE DEPOT CONCRETE SURFACE							
<b>Total :</b>					38010.00	0.00	38010.00
<b>Supplier Total :</b>					38010.00	0.00	38010.00
-----							
<b>0940</b>	<b>DUVALL, EDITH</b>						
00130-0001	08-Mar-2016	Issued	54	T		1825.00	
EDUVALL72762	01-4-2500-000	PAYABLES - TRADE			1825.00		
Invoice Description --> ACRD OFFICE - MONTHLY JANITORIAL							
<b>Total :</b>					1825.00	0.00	1825.00

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**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
<b>Supplier Total :</b>					1825.00	0.00	1825.00
-----							
<b>0975</b>	<b>TRICIA BRYANT(PETTY CASH),</b>						
38971	08-Mar-2016		Issued	55	C	160.10	
FEB.28/16	01-4-2500-000	PAYABLES - TRADE			160.10		
Invoice Description -->		ACRD - \$149.73, BCWS - \$8.50					
<b>Total :</b>					160.10	0.00	160.10
<b>Supplier Total :</b>					160.10	0.00	160.10
-----							
<b>0992</b>	<b>BUILDING OFFICIALS ASSOCIATION OF B.C.</b>						
38972	08-Mar-2016		Issued	55	C	430.50	
LSDUES2016	01-4-2500-000	PAYABLES - TRADE			430.50		
Invoice Description -->		BUILDING INSPECTION - MEMBERSHIP DUES - STEFANI					
<b>Total :</b>					430.50	0.00	430.50
<b>Supplier Total :</b>					430.50	0.00	430.50
-----							
<b>1035</b>	<b>BUTLER, LES</b>						
00132-0010	28-Mar-2016		Issued	81	T	3228.75	
2016-02	01-4-2500-000	PAYABLES - TRADE			3228.75		
Invoice Description -->		BWS - FEBRUARY 2016 CONTRACTOR					
<b>Total :</b>					3228.75	0.00	3228.75
<b>Supplier Total :</b>					3228.75	0.00	3228.75
-----							
<b>1058</b>	<b>C. BOWNE ENTERPRISES</b>						
38973	08-Mar-2016		Issued	55	C	55.55	
9071	01-4-2500-000	PAYABLES - TRADE			55.55		
Invoice Description -->		ACRD OFFICE - JANITORIAL SUPPLIES					
<b>Total :</b>					55.55	0.00	55.55
<b>Supplier Total :</b>					55.55	0.00	55.55
-----							
<b>1065</b>	<b>CHARTERED PROFESSIONAL ACCOUNTANTS OF CANADA</b>						
39018	22-Mar-2016		Issued	72	C	1002.75	
C84015448-2016 DL	01-4-2500-000	PAYABLES - TRADE			1002.75		
Invoice Description -->		MEMBERSHIP DUES TERI FONG - C84015448 - APRIL 01, 2016 TO MARCH 31, 2017.					
<b>Total :</b>					1002.75	0.00	1002.75

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Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
<b>Supplier Total :</b>					1002.75	0.00	1002.75
<hr/>							
<b>1075</b>	<b>KEVIN P. SMITH HOLDINGS LTD. (CANADIAN TIRE #488)</b>						
39031	23-Mar-2016	Issued	73	C		94.88	
899342	01-4-2500-000	PAYABLES - TRADE			39.17		
Invoice Description --> BCVFD - DRIVER TRAINING SUPPLIES							
899255	01-4-2500-000	PAYABLES - TRADE			55.71		
Invoice Description --> BCVFD - BUILDING MAINTENANCE							
<b>Total :</b>					94.88	0.00	94.88
<b>Supplier Total :</b>					94.88	0.00	94.88
<hr/>							
<b>1078</b>	<b>KWOK, ANN</b>						
39032	23-Mar-2016	Issued	73	C		250.00	
MAR11/16	01-4-2500-000	PAYABLES - TRADE			250.00		
Invoice Description --> WOODSHOVE EXCHANGE - KWOK							
<b>Total :</b>					250.00	0.00	250.00
<b>Supplier Total :</b>					250.00	0.00	250.00
<hr/>							
<b>1110</b>	<b>CANADA POST</b>						
39033	23-Mar-2016	Issued	73	C		114.52	
9586957906	01-4-2500-000	PAYABLES - TRADE			114.52		
Invoice Description --> BAMFIELD \$6.92; SPROAT LAKE \$87.02; BYLAW \$10.29; ACRD \$10.29							
<b>Total :</b>					114.52	0.00	114.52
<b>Supplier Total :</b>					114.52	0.00	114.52
<hr/>							
<b>1270</b>	<b>CDW CANADA INC</b>						
00131-0005	11-Mar-2016	Issued	57	T		257.68	
CFJ6577	01-4-2500-000	PAYABLES - TRADE			27.60		
Invoice Description --> ACRD - USB WIRELESS NETWORK ADAPTER							
CGV9586	01-4-2500-000	PAYABLES - TRADE			230.08		
Invoice Description --> ACRD - APC BATTERY CARTRIDGE REPLACEMENT							
<b>Total :</b>					257.68	0.00	257.68
<b>00132-0011</b>	<b>28-Mar-2016</b>	<b>Issued</b>	<b>81</b>	<b>T</b>		<b>178.07</b>	
CBJ0317	01-4-2500-000	PAYABLES - TRADE			178.07		
Invoice Description --> PLANNING - TONER							
<b>Total :</b>					178.07	0.00	178.07
<b>Supplier Total :</b>					435.75	0.00	435.75
<hr/>							
<b>1316</b>	<b>CERTITECH IT SERVICES</b>						
00131-0006	11-Mar-2016	Issued	57	T		5512.50	
177	01-4-2500-000	PAYABLES - TRADE			5512.50		

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 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> FEBRUARY 2016 - IT SUPPORT \$3950, BCWS \$250, BWS \$250, FIRE \$50, SCADA \$400, LBA \$25						
<b>Total :</b>				5512.50	0.00	5512.50
<b>Supplier Total :</b>				5512.50	0.00	5512.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>1318</b>	<b>CHAMBERS, RICHARD</b>					
39034	23-Mar-2016		Issued	73	C	229.02
MAR11/16	01-4-2500-000	PAYABLES - TRADE		229.02		
Invoice Description --> SB RECREATION - BOAT RAMP REPAIRS - MATERIAL COST REIMBURSED						
<b>Total :</b>				229.02	0.00	229.02
<b>Supplier Total :</b>				229.02	0.00	229.02

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>1339</b>	<b>CIRCLE DAIRY 1987 LTD.</b>					
39035	23-Mar-2016		Issued	73	C	166.40
218289	01-4-2500-000	PAYABLES - TRADE		166.40		
Invoice Description --> BAMFIELD EMERGENCY PLANNING - SUPPLIES						
<b>Total :</b>				166.40	0.00	166.40
<b>Supplier Total :</b>				166.40	0.00	166.40

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>1363</b>	<b>CITY OF NANAIMO</b>					
39036	23-Mar-2016		Issued	73	C	1136.45
AR004393	01-4-2500-000	PAYABLES - TRADE		136.45		
Invoice Description --> SLVFD - FUNDAMENTALS OF FIREFIGHTING MANUAL						
AR004378	01-4-2500-000	PAYABLES - TRADE		1000.00		
Invoice Description --> SLVFD - AED UNIT						
<b>Total :</b>				1136.45	0.00	1136.45
<b>Supplier Total :</b>				1136.45	0.00	1136.45

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>1409</b>	<b>COASTAL ANIMAL CONTROL SERVICES OF BC</b>					
39037	23-Mar-2016		Issued	73	C	262.50
11762	01-4-2500-000	PAYABLES - TRADE		262.50		
Invoice Description --> CHERRY CREEK ANIMAL CONTROL CONTRACTOR						
<b>Total :</b>				262.50	0.00	262.50
<b>Supplier Total :</b>				262.50	0.00	262.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>1463</b>	<b>PORT ALBERNI PARKS &amp; RECREATION</b>					
38974	08-Mar-2016		Issued	55	C	75.01
JAN2016RENTAL	01-4-2500-000	PAYABLES - TRADE		75.01		
Invoice Description --> REGIONAL PLANNING - FARMER LAND AVAILABILITY - RENTAL						
<b>Total :</b>				75.01	0.00	75.01

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Supplier	Supplier Name						Amount		
Chq/Ref #	Cheque Date	Status	Batch	Medium					
Invoice No.	Account No.	Account Description		Debit	Credit				
<b>Supplier Total :</b>							75.01	0.00	75.01
-----									
<b>1650</b>	<b>CUPE - LOCAL 118</b>								
38975	08-Mar-2016	Issued	55	C			1513.12		
DUESFEB16	01-4-2500-000	PAYABLES - TRADE			1513.12				
Invoice Description --> FEBRUARY 2016 UNION DUES									
<b>Total :</b>							1513.12	0.00	1513.12
<b>Supplier Total :</b>							1513.12	0.00	1513.12
-----									
<b>1709</b>	<b>DEER BAY CONTRACTING</b>								
39038	23-Mar-2016	Issued	73	C			1984.00		
2645	01-4-2500-000	PAYABLES - TRADE			1984.00				
Invoice Description --> SALMON BEACH - TRANSPORTATION - GRADING									
<b>Total :</b>							1984.00	0.00	1984.00
<b>Supplier Total :</b>							1984.00	0.00	1984.00
-----									
<b>1716</b>	<b>DEL EQUIPMENT LIMITED</b>								
39039	23-Mar-2016	Issued	73	C			3920.00		
V0512904	01-4-2500-000	PAYABLES - TRADE			3920.00				
Invoice Description --> LBA - SNOW PLOW									
<b>Total :</b>							3920.00	0.00	3920.00
<b>Supplier Total :</b>							3920.00	0.00	3920.00
-----									
<b>1718</b>	<b>DENIS FRANCOEUR BACKHOEING</b>								
00131-0007	11-Mar-2016	Issued	57	T			1260.00		
2000339	01-4-2500-000	PAYABLES - TRADE			1260.00				
Invoice Description --> SALMON BEACH - SEWAGE - SEPTIC SERVICE									
<b>Total :</b>							1260.00	0.00	1260.00
<b>Supplier Total :</b>							1260.00	0.00	1260.00
-----									
<b>1779</b>	<b>DOLAN'S GASFITTING &amp; HEATING LTD</b>								
38976	08-Mar-2016	Issued	55	C			97.13		
6733	01-4-2500-000	PAYABLES - TRADE			97.13				
Invoice Description --> ACRD - MAINTENANCE									
<b>Total :</b>							97.13	0.00	97.13
-----									
39040	23-Mar-2016	Issued	73	C			1848.00		
6847	01-4-2500-000	PAYABLES - TRADE			1848.00				
Invoice Description --> ACRD - ANNUAL HEATING AND AIR COND. MAINTENANCE CONTRACT									
<b>Total :</b>							1848.00	0.00	1848.00

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Supplier Total :</b>				1945.13	0.00	1945.13

<b>1890 TETRA TECH EBA INC.</b>						
00131-0018	11-Mar-2016		Issued	57	T	1530.64
60494045	01-4-2500-000	PAYABLES - TRADE				1530.64
Invoice Description --> AVRA - RUNWAY EXTENSION - CAPITAL						
<b>Total :</b>						1530.64
<b>00132-0026</b>		<b>28-Mar-2016</b>	<b>Issued</b>	<b>81</b>	<b>T</b>	<b>20807.51</b>
60498259	01-4-2500-000	PAYABLES - TRADE				7434.81
Invoice Description --> LBA - AIRFIELD LIGHT PROJECT - CAPITAL						
60498386	01-4-2500-000	PAYABLES - TRADE				13372.70
Invoice Description --> AVRA - RUNWAY EXTENSION - CAPITAL						
<b>Total :</b>						20807.51
<b>Supplier Total :</b>						22338.15

<b>1934 EDEN TREE FARM AND GARDENING</b>						
39014	11-Mar-2016		Issued	64	C	11702.39
#1AGWATER	01-4-2500-000	PAYABLES - TRADE				645.38
Invoice Description --> PLANNING - AGRICULTURAL USE OF WATER PROJECT						
#1-IASPLAN	01-4-2500-000	PAYABLES - TRADE				1453.88
Invoice Description --> PLANNING - ISLAND AGRICULTURAL SHOW						
#8ACRD	01-4-2500-000	PAYABLES - TRADE				3975.75
Invoice Description --> PLANNING - AGRICULTURAL PLAN IMPLEMENTATION						
#7ACRD	01-4-2500-000	PAYABLES - TRADE				5627.38
Invoice Description --> PLANNING - AGRICULTURAL PLAN IMPLEMENTATION						
<b>Total :</b>						11702.39
<b>Supplier Total :</b>						11702.39

<b>1971 ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM</b>						
39041	23-Mar-2016		Issued	73	C	73.50
20160195	01-4-2500-000	PAYABLES - TRADE				73.50
Invoice Description --> BCWS - MEMEBERSHIP FEES - LOOKER						
<b>Total :</b>						73.50
<b>Supplier Total :</b>						73.50

<b>1979 ERIK LARSEN DIESEL CO. LTD.</b>						
00131-0008	11-Mar-2016		Issued	57	T	621.95
713481	01-4-2500-000	PAYABLES - TRADE				621.95
Invoice Description --> SALMON BEACH - SEWAGE - PUMPER TRUCK MAINTENANCE						
<b>Total :</b>						621.95

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**Cheque No. :** All  
**Batch No. :** All

**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
<b>Supplier Total :</b>						621.95	0.00	621.95
-----								
<b>1990</b>	<b>EVITT ELECTRIC</b>							
00132-0012	28-Mar-2016		Issued	81	T	226.14		
88753C	01-4-2500-000	PAYABLES - TRADE			226.14			
Invoice Description -->		BCVFD - ANTENNA INSTALLATION						
<b>Total :</b>						226.14	0.00	226.14
<b>Supplier Total :</b>						226.14	0.00	226.14
-----								
<b>1999</b>	<b>E-Z SEE REFLECTIVE ADDRESS SYSTEMS</b>							
39042	23-Mar-2016		Issued	73	C	92.40		
238	01-4-2500-000	PAYABLES - TRADE			44.10			
Invoice Description -->		SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
236	01-4-2500-000	PAYABLES - TRADE			48.30			
Invoice Description -->		SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
<b>Total :</b>						92.40	0.00	92.40
<b>Supplier Total :</b>						92.40	0.00	92.40
-----								
<b>2010</b>	<b>OUGHTRED COFFEE &amp; TEA LTD.</b>							
00132-0018	28-Mar-2016		Issued	81	T	112.46		
INV148655	01-4-2500-000	PAYABLES - TRADE			112.46			
Invoice Description -->		OFFICE SUPPLIES						
<b>Total :</b>						112.46	0.00	112.46
<b>Supplier Total :</b>						112.46	0.00	112.46
-----								
<b>2025</b>	<b>FEDERATION OF CANADIAN MUNICIPALITIES</b>							
38977	08-Mar-2016		Issued	55	C	4448.13		
2016FCM	01-4-2500-000	PAYABLES - TRADE			4448.13			
Invoice Description -->		2016 FCM MEMBERSHIP						
<b>Total :</b>						4448.13	0.00	4448.13
<b>Supplier Total :</b>						4448.13	0.00	4448.13
-----								
<b>2034</b>	<b>FIVE STAR UNIFORMS</b>							
38978	08-Mar-2016		Issued	55	C	407.37		
1437	01-4-2500-000	PAYABLES - TRADE			407.37			
Invoice Description -->		BCVFD - UNIFORMS						
<b>Total :</b>						407.37	0.00	407.37
<b>Supplier Total :</b>						407.37	0.00	407.37

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 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
38979	08-Mar-2016	Issued	55	C		125.41
551	01-4-2500-000	PAYABLES - TRADE		125.41		
Invoice Description --> SLVFD - HELMET NAME TAGS						
<b>Total :</b>				125.41	0.00	125.41
<b>Supplier Total :</b>				125.41	0.00	125.41

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
2067	<b>FORTISBC</b>					
39043	23-Mar-2016	Issued	73	C		509.59
FEB.23/16	01-4-2500-000	PAYABLES - TRADE		509.59		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL						
<b>Total :</b>				509.59	0.00	509.59
<b>Supplier Total :</b>				509.59	0.00	509.59

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
2133	<b>GORDON'S GUTTERS &amp; HOME MAINTENANCE</b>					
38980	08-Mar-2016	Issued	55	C		1947.75
021316A	01-4-2500-000	PAYABLES - TRADE		1947.75		
Invoice Description --> SLVFD - LAKESHORE ROAD GUTTERS						
<b>Total :</b>				1947.75	0.00	1947.75
<b>Supplier Total :</b>				1947.75	0.00	1947.75

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
2320	<b>THE GRAPHICS FACTORY</b>					
39044	23-Mar-2016	Issued	73	C		377.44
23386	01-4-2500-000	PAYABLES - TRADE		377.44		
Invoice Description --> AVLF - SIGNS						
<b>Total :</b>				377.44	0.00	377.44
<b>Supplier Total :</b>				377.44	0.00	377.44

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
2322	<b>GUILLEVIN INTERNATIONAL CO.</b>					
00131-0009	11-Mar-2016	Issued	57	T		152.78
0428-500347	01-4-2500-000	PAYABLES - TRADE		152.78		
Invoice Description --> SLVFD - FIREFIGHTER BOOTS						
<b>Total :</b>				152.78	0.00	152.78
00132-0013	28-Mar-2016	Issued	81	T		1123.03
0428-499928	01-4-2500-000	PAYABLES - TRADE		143.30		
Invoice Description --> SLVFD - EQUIPMENT						
0406-550104	01-4-2500-000	PAYABLES - TRADE		979.73		
Invoice Description --> SLVFD - EQUIPMENT						
<b>Total :</b>				1123.03	0.00	1123.03
<b>Supplier Total :</b>				1275.81	0.00	1275.81

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M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2336</b>	<b>KAL TIRE</b>					
38981	08-Mar-2016	Issued	55	C		58.25
115098692	01-4-2500-000	PAYABLES - TRADE		58.25		
Invoice Description --> BCVFD - 1999 FREIGHTLINER MAINTENANCE						
<b>Total :</b>				58.25	0.00	58.25
<b>Supplier Total :</b>				58.25	0.00	58.25

<b>2366</b>	<b>HACH SALES &amp; SERVICE CANADA LP</b>					
38982	08-Mar-2016	Issued	55	C		1589.64
312960965	01-4-2500-000	PAYABLES - TRADE		-281.88		
Invoice Description --> BCWS - WATER SYSTEM CHLORINE RETURN						
116639	01-4-2500-000	PAYABLES - TRADE		1871.52		
Invoice Description --> BWS - PORTABLE TURBIDIMETER						
<b>Total :</b>				1589.64	0.00	1589.64
<b>Supplier Total :</b>				2662.27	0.00	2662.27

<b>2465</b>	<b>HETHERINGTON INDUSTRIES LTD</b>					
38983	08-Mar-2016	Issued	55	C		299.25
E-58566	01-4-2500-000	PAYABLES - TRADE		299.25		
Invoice Description --> AVLF - CONTAMINATED OIL DISPOSAL						
<b>Total :</b>				299.25	0.00	299.25
<b>Supplier Total :</b>				299.25	0.00	299.25

<b>2467</b>	<b>HILDER, JONATHAN</b>					
39046	23-Mar-2016	Issued	73	C		250.00
FEB01/16	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> WOODSTOVE EXCHANGE - HILDER						
<b>Total :</b>				250.00	0.00	250.00
<b>Supplier Total :</b>				250.00	0.00	250.00

<b>2485</b>	<b>HOLDER, DAN</b>					
39047	23-Mar-2016	Issued	73	C		8268.38
FEB28/16-FSC	01-4-2500-000	PAYABLES - TRADE		3291.00		
Invoice Description --> FIRE SERVICES COORINATOR - CONTRACTOR - FEBRUARY						
FEB28/16-ESC	01-4-2500-000	PAYABLES - TRADE		4977.38		

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 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> EMERGENCY SERVICES COORDINATOR - CONTRACTOR - FEBRUARY						
<b>Total :</b>				8268.38	0.00	8268.38
<b>Supplier Total :</b>				8268.38	0.00	8268.38
-----						
<b>2486</b>	<b>HOLISTIC EMERGENCY PREPAREDNESS AND RESPONSE</b>					
38984	08-Mar-2016	Issued	55	C		635.04
347	01-4-2500-000	PAYABLES - TRADE		635.04		
Invoice Description --> EOC - 72 HOUR SURVIVAL KITS						
<b>Total :</b>				635.04	0.00	635.04
<b>Supplier Total :</b>				635.04	0.00	635.04
-----						
<b>2499</b>	<b>HOMETOWN AUTOMOTIVE LTD.</b>					
00131-0010	11-Mar-2016	Issued	57	T		1755.20
5009	01-4-2500-000	PAYABLES - TRADE		150.05		
Invoice Description --> BUILDING INSPECTION - 2007 JEEP LIBERTY MAINTENANCE						
4997	01-4-2500-000	PAYABLES - TRADE		610.25		
Invoice Description --> BUILDING INSPECTION - 2010 DODGE PICKUP MAINTENANCE						
5008	01-4-2500-000	PAYABLES - TRADE		994.90		
Invoice Description --> BCWS - 2009 F250 MAINTENANCE						
<b>Total :</b>				1755.20	0.00	1755.20
-----						
00132-0014	28-Mar-2016	Issued	81	T		248.44
5026	01-4-2500-000	PAYABLES - TRADE		248.44		
Invoice Description --> BUILDING INSPECTION - 2010 DODGE PICKUP MAINTENANCE						
<b>Total :</b>				248.44	0.00	248.44
-----						
39048	23-Mar-2016	Issued	73	C		136.83
4973	01-4-2500-000	PAYABLES - TRADE		136.83		
Invoice Description --> BUILDING INSPECTION - 2010 DODGE PICKUP MAINTENANCE						
<b>Total :</b>				136.83	0.00	136.83
-----						
<b>2521</b>	<b>HORNET EXCAVATING</b>					
38985	08-Mar-2016	Issued	55	C		1171.01
401	01-4-2500-000	PAYABLES - TRADE		1171.01		
Invoice Description --> BCWS - SERVICE REPAIRS						
<b>Total :</b>				1171.01	0.00	1171.01
-----						
<b>2560</b>	<b>HOULE PRINTING</b>					
00131-0011	11-Mar-2016	Issued	57	T		277.76
14898	01-4-2500-000	PAYABLES - TRADE		277.76		

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 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> SPROAT LAKE - WINTER/SPRING NEWSLETTER						
<b>Total :</b>				277.76	0.00	277.76
<b>Supplier Total :</b>				277.76	0.00	277.76

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
2647	<b>RECEIVER GENERAL - INDUSTRY CANADA</b>					
39049	23-Mar-2016	Issued	73	C	924.00	
20160010186	01-4-2500-000	PAYABLES - TRADE		41.00		
Invoice Description --> AVRA - RADIO LICENSE						
20160018570	01-4-2500-000	PAYABLES - TRADE		432.00		
Invoice Description --> RADIO LICENSE - EMER PLAN \$106, AVLF \$136, BCWS \$82, LBA \$108						
20160017853	01-4-2500-000	PAYABLES - TRADE		451.00		
Invoice Description --> BVFD - RADIO LICENSE						
<b>Total :</b>				924.00	0.00	924.00
<b>Supplier Total :</b>				924.00	0.00	924.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
2649	<b>THE INK SPOT</b>					
39050	23-Mar-2016	Issued	73	C	203.80	
15-9806	01-4-2500-000	PAYABLES - TRADE		203.80		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
<b>Total :</b>				203.80	0.00	203.80
<b>Supplier Total :</b>				203.80	0.00	203.80

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
2763	<b>ISLAND ROOFING</b>					
39051	23-Mar-2016	Issued	73	C	1470.00	
01326	01-4-2500-000	PAYABLES - TRADE		1470.00		
Invoice Description --> BCFVD - ROOF MAINTENANCE						
<b>Total :</b>				1470.00	0.00	1470.00
<b>Supplier Total :</b>				1470.00	0.00	1470.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
2822	<b>JONES, JIM</b>					
39052	23-Mar-2016	Issued	73	C	250.00	
JAN29/16	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> WOODSHOVE EXCHANGE - JONES						
<b>Total :</b>				250.00	0.00	250.00
<b>Supplier Total :</b>				250.00	0.00	250.00

Supplier	Supplier Name	Status	Batch	Medium	Amount
Chq/Ref #	Cheque Date			Debit	Credit
2877	<b>KOERS &amp; ASSOCIATES ENGINEERING LTD.</b>				
000131-0012	11-Mar-2016	Issued	57	T	5647.92
1372-012	01-4-2500-000	PAYABLES - TRADE		231.53	
Invoice Description --> BWS - ENGINEERING SERVICES					
1508-009	01-4-2500-000	PAYABLES - TRADE		5416.39	





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**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> BCWS - GRANDVIEW WATERMAIN REPLACEMENT						
<b>Total :</b>				5647.92	0.00	5647.92
00132-0015	28-Mar-2016		Issued	81	T	1774.45
1372-013	01-4-2500-000	PAYABLES - TRADE				1774.45
Invoice Description --> BWS - ENGINEERING SERVICES						
<b>Total :</b>				1774.45	0.00	1774.45
<b>Supplier Total :</b>				7422.37	0.00	7422.37

2890	L.B. WOODCHOPPERS LTD.					
00131-0013	11-Mar-2016		Issued	57	T	923.59
234750	01-4-2500-000	PAYABLES - TRADE				20.16
Invoice Description --> BCVFD - DELINEATORS AND BASE						
234981	01-4-2500-000	PAYABLES - TRADE				27.55
Invoice Description --> BCWS - SMALL TOOLS						
234985	01-4-2500-000	PAYABLES - TRADE				59.53
Invoice Description --> BCWS - SMALL TOOLS						
234993	01-4-2500-000	PAYABLES - TRADE				60.87
Invoice Description --> BCWS - SMALL TOOLS						
234984	01-4-2500-000	PAYABLES - TRADE				63.67
Invoice Description --> BCWS - SMALL TOOLS						
234988	01-4-2500-000	PAYABLES - TRADE				87.68
Invoice Description --> BCWS - SMALL TOOLS						
234991	01-4-2500-000	PAYABLES - TRADE				103.84
Invoice Description --> BCWS - SMALL TOOLS						
234983	01-4-2500-000	PAYABLES - TRADE				104.67
Invoice Description --> BCWS - SMALL TOOLS						
234997	01-4-2500-000	PAYABLES - TRADE				108.20
Invoice Description --> BCWS - SMALL TOOLS						
234989	01-4-2500-000	PAYABLES - TRADE				131.78
Invoice Description --> BCWS - SMALL TOOLS						
235396	01-4-2500-000	PAYABLES - TRADE				155.64
Invoice Description --> EOC - EMERGENCY FIRST AID SUPPLIES						
<b>Total :</b>				923.59	0.00	923.59
38986	08-Mar-2016		Issued	55	C	1398.88
234196	01-4-2500-000	PAYABLES - TRADE				1398.88
Invoice Description --> BWS - GENERATOR						
<b>Total :</b>				1398.88	0.00	1398.88
<b>Supplier Total :</b>				2322.47	0.00	2322.47

3025	LADY ROSE MARINE SERVICES					
39053	23-Mar-2016		Issued	73	C	1151.76
2010-20089	01-4-2500-000	PAYABLES - TRADE				12.08
Invoice Description --> BWS - GENERATOR TRANSPORT						
2010-20130	01-4-2500-000	PAYABLES - TRADE				12.08

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 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description -->	BWS - BAMFIELD GARBAGE BIN TRANSPORT					
2010-20228	01-4-2500-000	PAYABLES - TRADE		12.08		
Invoice Description -->	BWS - BAMFIELD GARBAGE BIN TRANSPORT					
2010-20082	01-4-2500-000	PAYABLES - TRADE		26.69		
Invoice Description -->	AVLF - BAMFIELD BLEACH BOTTLES TRANSPORT					
2010-20084	01-4-2500-000	PAYABLES - TRADE		175.33		
Invoice Description -->	BWS - BAMFIELD BLEACH BOTTLES TRANSPORT					
2010-20126	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description -->	AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-20201	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description -->	AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
2010-20219	01-4-2500-000	PAYABLES - TRADE		304.50		
Invoice Description -->	AVLF - BAMFIELD GARBAGE BIN TRANSPORT					
<b>Total :</b>				1151.76	0.00	1151.76
<b>Supplier Total :</b>				1151.76	0.00	1151.76
<hr/>						
<b>3027</b>	<b>LADYBIRD ENGRAVING &amp; WEB CREATIONS LTD</b>					
38987	08-Mar-2016	Issued	55	C		302.40
840	01-4-2500-000	PAYABLES - TRADE		50.40		
Invoice Description -->	ACRD - PLAQUE FOR WAYNE HASLER					
853	01-4-2500-000	PAYABLES - TRADE		50.40		
Invoice Description -->	EMERGENCY PLANNING - PLAQUE FOR SUZY VAN HERWAARDEN					
837	01-4-2500-000	PAYABLES - TRADE		201.60		
Invoice Description -->	BCVFD - LAMCOID PUMP PRESSURES CHARTS					
<b>Total :</b>				302.40	0.00	302.40
<b>Supplier Total :</b>				302.40	0.00	302.40
<hr/>						
<b>3032</b>	<b>LIFETOUCH PHOTOGRAPHY</b>					
39009	09-Mar-2016	Cancelled	59	C		813.12
11263	01-4-2500-000	PAYABLES - TRADE		813.12		
Invoice Description -->	SLVFD - ANNUAL PICTURES AND CARDS					
39009	09-Mar-2016	Cancelled	60	C		-813.12
11263	01-4-2500-000	PAYABLES - TRADE		-813.12		
Invoice Description -->	SLVFD - ANNUAL PICTURES AND CARDS					
<b>Total :</b>				0.00	0.00	0.00
<hr/>						
39011	09-Mar-2016	Issued	62	C		813.12
11263	01-4-2500-000	PAYABLES - TRADE		813.12		
Invoice Description -->	SLVFD - ANNUAL PICTURES AND CARDS					
<b>Total :</b>				813.12	0.00	813.12
<hr/>						
<b>Supplier Total :</b>				813.12	0.00	813.12
<hr/>						
<b>3171</b>	<b>MAGEY TOTT'S INSURANCE AGENCY LTD</b>					
39054	23-Mar-2016	Issued	73	C		3671.00

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**Status :** All  
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M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
000220	01-4-2500-000	PAYABLES - TRADE		3671.00		
Invoice Description --> BVFD - PROPERTY INSURANCE						
<b>Total :</b>				3671.00	0.00	3671.00
<b>Supplier Total :</b>				3671.00	0.00	3671.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3205	<b>MAGIC MOMENTS</b>					
39055	23-Mar-2016		Issued	73	C	22.40
16-030102	01-4-2500-000	PAYABLES - TRADE		22.40		
Invoice Description --> ACRD - LOGO PRINTING ON MISC ITEMS						
<b>Total :</b>				22.40	0.00	22.40
<b>Supplier Total :</b>				22.40	0.00	22.40

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3214	<b>MARCIE DEWITT</b>					
38988	08-Mar-2016		Issued	55	C	6250.00
FEB29/16	01-4-2500-000	PAYABLES - TRADE		6250.00		
Invoice Description --> ACHN - COORDINATOR - FEBRUARY 2016						
<b>Total :</b>				6250.00	0.00	6250.00
<b>Supplier Total :</b>				6250.00	0.00	6250.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3227	<b>MARIGOLD PRODUCTIONS</b>					
38989	08-Mar-2016		Issued	55	C	262.50
02142	01-4-2500-000	PAYABLES - TRADE		262.50		
Invoice Description --> EOC - 1/2 PAGE AD IN "WHAT'S UP PORT ALBERNI?"						
<b>Total :</b>				262.50	0.00	262.50
<b>Supplier Total :</b>				262.50	0.00	262.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3270	<b>MCCOY LAKE EXCAVATING LTD</b>					
000132-0017	28-Mar-2016		Issued	81	T	188.16
3078	01-4-2500-000	PAYABLES - TRADE		188.16		
Invoice Description --> BCWS - SERVICE REPAIR - BEAVER CREEK ROAD						
<b>Total :</b>				188.16	0.00	188.16
<b>Supplier Total :</b>				188.16	0.00	188.16

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
3272	<b>MCCONNELL, SHAWN</b>					
000132-0016	28-Mar-2016		Issued	81	T	2042.25
969865	01-4-2500-000	PAYABLES - TRADE		929.25		
Invoice Description --> FEBRUARY 2016 - MSW CONTRACTOR						
969864	01-4-2500-000	PAYABLES - TRADE		1113.00		
Invoice Description --> FEBRUARY 2016 - LBA WATER CONTRACTOR						
<b>Total :</b>				2042.25	0.00	2042.25

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**Cheque No. :** All  
**Batch No. :** All

**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Supplier Total :</b>				2042.25	0.00	2042.25
<hr/>						
<b>3287</b>	<b>McLEAN &amp; HIGGINS LTD.</b>					
38990	08-Mar-2016	Issued	55	C		1617.80
41455	01-4-2500-000	PAYABLES - TRADE		1617.80		
Invoice Description -->		ACRD - DOWNSTAIRS HOT WATER TANK REPLACEMENT				
<b>Total :</b>				1617.80	0.00	1617.80
<hr/>						
39056	23-Mar-2016	Issued	73	C		8.10
41470	01-4-2500-000	PAYABLES - TRADE		8.10		
Invoice Description -->		SL - COUGAR SMITH PARK - PIPE FITTINGS				
<b>Total :</b>				8.10	0.00	8.10
<b>Supplier Total :</b>				1625.90	0.00	1625.90
<hr/>						
<b>3340</b>	<b>MINISTER OF FINANCE</b>					
38991	08-Mar-2016	Issued	55	C		2302.00
MSPMAR/16	01-4-2500-000	PAYABLES - TRADE		2302.00		
Invoice Description -->		MSP PREMIUMS FOR MARCH 2016				
<b>Total :</b>				2302.00	0.00	2302.00
<b>Supplier Total :</b>				2302.00	0.00	2302.00
<hr/>						
<b>3370</b>	<b>MINISTER OF FINANCE</b>					
39010	09-Mar-2016	Cancelled	59	C		300.00
AF15001	01-4-2500-000	PAYABLES - TRADE		300.00		
Invoice Description -->		ALR APPLICATION - FILE AF15001 - HAWKINS/GAIGA				
39010	09-Mar-2016	Cancelled	61	C		-300.00
AF15001	01-4-2500-000	PAYABLES - TRADE		-300.00		
Invoice Description -->		ALR APPLICATION - FILE AF15001 - HAWKINS/GAIGA				
<b>Total :</b>				0.00	0.00	0.00
<hr/>						
39012	09-Mar-2016	Issued	62	C		300.00
AF15001	01-4-2500-000	PAYABLES - TRADE		300.00		
Invoice Description -->		ALR APPLICATION - FILE AF15001 - HAWKINS/GAIGA				
<b>Total :</b>				300.00	0.00	300.00
<hr/>						
39013	09-Mar-2016	Issued	63	C		300.00
AF16001	01-4-2500-000	PAYABLES - TRADE		300.00		
Invoice Description -->		ALR APPLICATION - AF16001 - BOWERMAN EXCAVATING				
<b>Total :</b>				300.00	0.00	300.00
<b>Supplier Total :</b>				600.00	0.00	600.00
<hr/>						
<b>3464</b>	<b>MUNROE, DAVID</b>					
39057	23-Mar-2016	Issued	73	C		250.00

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**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
FEB03/16	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> WOODSHOVE EXCHANGE - MUNROE						
<b>Total :</b>				250.00	0.00	250.00
<b>Supplier Total :</b>				250.00	0.00	250.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3600	NEOPOST					
38992	08-Mar-2016		Issued	55	C	1360.13
2231116	01-4-2500-000	PAYABLES - TRADE		1360.13		
Invoice Description --> GEN. GOV - NEW POSTAGE MACHINE - CAPITAL						
<b>Total :</b>				1360.13	0.00	1360.13
<b>Supplier Total :</b>				1360.13	0.00	1360.13

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3629	NORSEMAN ENGINEERING LTD					
38993	08-Mar-2016		Issued	55	C	1240.90
16-001	01-4-2500-000	PAYABLES - TRADE		1240.90		
Invoice Description --> AVLF - ALLEVIATE LANDFILL GAS VENTING OF MW94-3						
<b>Total :</b>				1240.90	0.00	1240.90
<b>Supplier Total :</b>				1240.90	0.00	1240.90

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3693	NUU-CHAH-NULTH TRIBAL COUNCIL					
39058	23-Mar-2016		Issued	73	C	178.50
6747	01-4-2500-000	PAYABLES - TRADE		178.50		
Invoice Description --> WOODSTOVE EXCHANGE - AD						
<b>Total :</b>				178.50	0.00	178.50
<b>Supplier Total :</b>				178.50	0.00	178.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3755	ONSIDE RESTORATION					
39059	23-Mar-2016		Issued	73	C	265.90
10115600	01-4-2500-000	PAYABLES - TRADE		265.90		
Invoice Description --> ACRD OFFICE - GST ON INSURANCE CLAIM						
<b>Total :</b>				265.90	0.00	265.90
<b>Supplier Total :</b>				265.90	0.00	265.90

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
3797	PITEAU ASSOCIATES					
00132-0019	28-Mar-2016		Issued	81	T	33653.84
17802	01-4-2500-000	PAYABLES - TRADE		4252.50		
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL						
17804	01-4-2500-000	PAYABLES - TRADE		4764.38		
Invoice Description --> AVLF - MONITORING PROGRAM						
17843	01-4-2500-000	PAYABLES - TRADE		9013.60		
Invoice Description --> AVLF - MONITORING PROGRAM						

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**Medium :**  
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
17805	01-4-2500-000	PAYABLES - TRADE		15623.36		
Invoice Description --> WCLF - MONITORING PROGRAM						
<b>Total :</b>				33653.84	0.00	33653.84
<b>Supplier Total :</b>				33653.84	0.00	33653.84
<b>3799</b>	<b>PACIFIC FIRE HYDRANT</b>					
38994	08-Mar-2016	Issued	55	C		2667.67
BWSDEC2015	01-4-2500-000	PAYABLES - TRADE		2667.67		
Invoice Description --> BWS HYDRANT INSPECTIONS 2015						
<b>Total :</b>				2667.67	0.00	2667.67
<b>Supplier Total :</b>				2667.67	0.00	2667.67
<b>4180</b>	<b>PUROLATOR COURIER SERVICE</b>					
39060	23-Mar-2016	Issued	73	C		23.54
430439809	01-4-2500-000	PAYABLES - TRADE		23.54		
Invoice Description --> AVRA - RUNWAY EXTENSION						
<b>Total :</b>				23.54	0.00	23.54
<b>Supplier Total :</b>				23.54	0.00	23.54
<b>4187</b>	<b>QUALITY FOODS-PORT ALBERNI</b>					
00131-0014	11-Mar-2016	Issued	57	T		49.41
67 109370	01-4-2500-000	PAYABLES - TRADE		49.41		
Invoice Description --> ACRD - OFFICE SUPPLIES						
<b>Total :</b>				49.41	0.00	49.41
<b>Supplier Total :</b>				49.41	0.00	49.41
<b>4217</b>	<b>RASMUSSEN BINDERY LTD.</b>					
39061	23-Mar-2016	Issued	73	C		78.75
4712	01-4-2500-000	PAYABLES - TRADE		78.75		
Invoice Description --> 2015 BOARD MINUTES BINDING						
<b>Total :</b>				78.75	0.00	78.75
<b>Supplier Total :</b>				78.75	0.00	78.75
<b>4220</b>	<b>RAYNER &amp; BRACHT LTD</b>					
39062	23-Mar-2016	Issued	73	C		2685.20
2016031	01-4-2500-000	PAYABLES - TRADE		2685.20		
Invoice Description --> AVLF - BAMFIELD BIN CHARGES FEBRUARY 2016						
<b>Total :</b>				2685.20	0.00	2685.20

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M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date			Debit	Credit		
Invoice No.	Account No.	Account Description					
<b>4251 RB ENGINEERING LTD</b>							
38995	08-Mar-2016		Issued	55	C 1721.54		
5703	01-4-2500-000	PAYABLES - TRADE			1721.54		
Invoice Description --> ACRD - ADMIN BUILDING GENSET							
<b>Total :</b>					1721.54	0.00	1721.54
<b>Supplier Total :</b>					1721.54	0.00	1721.54
<b>4280 RECEIVER GENERAL FOR CANADA</b>							
38996	08-Mar-2016		Issued	55	C 18062.97		
PP#4 - 2016	01-4-2500-000	PAYABLES - TRADE			18062.97		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #4 - 2016							
<b>Total :</b>					18062.97	0.00	18062.97
<b>39063 23-Mar-2016</b>							
PD7A 582817271	01-4-2500-000	PAYABLES - TRADE			85.82		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD 2015 - CASE 582817271							
PP#5 - 2016 - DIR	01-4-2500-000	PAYABLES - TRADE			1129.88		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #5 - 2016							
PP#5 - 2016	01-4-2500-000	PAYABLES - TRADE			18568.62		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #5 - 2016							
<b>Total :</b>					19784.32	0.00	19784.32
<b>Supplier Total :</b>					37847.29	0.00	37847.29
<b>4370 R. ANDERSON &amp; ASSOCIATES INC</b>							
38997	08-Mar-2016		Issued	55	C 7875.00		
35427	01-4-2500-000	PAYABLES - TRADE			7875.00		
Invoice Description --> 2015 AUDIT - INTERIM BILLING							
<b>Total :</b>					7875.00	0.00	7875.00
<b>Supplier Total :</b>					7875.00	0.00	7875.00
<b>4445 ROBINSON, MARGARET</b>							
38998	08-Mar-2016		Issued	55	C 168.00		
097737	01-4-2500-000	PAYABLES - TRADE			168.00		
Invoice Description --> BWS - COMMITTEE MEETING LUNCH							
<b>Total :</b>					168.00	0.00	168.00
<b>Supplier Total :</b>					168.00	0.00	168.00
<b>4475 ROCKY MOUNTAIN PHOENIX</b>							
00131-0015	11-Mar-2016		Issued	57	T 373.80		
IN94620	01-4-2500-000	PAYABLES - TRADE			373.80		

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M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> SLVFD - EQUIPMENT						
<b>Total :</b>				373.80	0.00	373.80
00132-0020	28-Mar-2016	Issued	81	T		1049.72
IN93446	01-4-2500-000	PAYABLES - TRADE		213.92		
Invoice Description --> SLVFD - EQUIPMENT						
IN95074	01-4-2500-000	PAYABLES - TRADE		384.30		
Invoice Description --> SLVFD - EQUIPMENT						
IN93678	01-4-2500-000	PAYABLES - TRADE		451.50		
Invoice Description --> SLVFD - EQUIPMENT						
<b>Total :</b>				1049.72	0.00	1049.72
<b>Supplier Total :</b>				1423.52	0.00	1423.52
-----						
<b>4491</b>	<b>ROMPRE, SUZANNE</b>					
00132-0021	28-Mar-2016	Issued	81	T		850.00
FEB29/16	01-4-2500-000	PAYABLES - TRADE		850.00		
Invoice Description --> FEBRUARY BAMFIELD TRANSFER STATION CONTRACTOR						
<b>Total :</b>				850.00	0.00	850.00
<b>Supplier Total :</b>				850.00	0.00	850.00
-----						
<b>4610</b>	<b>SIGNWORKS</b>					
38999	08-Mar-2016	Issued	55	C		560.00
5250	01-4-2500-000	PAYABLES - TRADE		560.00		
Invoice Description --> SLVFD - DECALS FOR TRUCK #46						
<b>Total :</b>				560.00	0.00	560.00
<b>Supplier Total :</b>				560.00	0.00	560.00
-----						
<b>4611</b>	<b>SHRED-IT INTERNATIONAL ULC</b>					
39064	23-Mar-2016	Issued	73	C		223.78
9001744071	01-4-2500-000	PAYABLES - TRADE		223.78		
Invoice Description --> ACRD OFFICE - SHREDDING SERVICES						
<b>Total :</b>				223.78	0.00	223.78
<b>Supplier Total :</b>				223.78	0.00	223.78
-----						
<b>4645</b>	<b>SHAW CABLE</b>					
39065	23-Mar-2016	Issued	73	C		860.55
01-MAR-16	01-4-2500-000	PAYABLES - TRADE		860.55		
Invoice Description --> ACCT #0012-80958259 - ACRD CONSOLIDATED INTERNET/CABLE						
<b>Total :</b>				860.55	0.00	860.55
<b>Supplier Total :</b>				860.55	0.00	860.55



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**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>4646</b>	<b>SHAW CABLESYSTEMS G.P.</b>					
39000	08-Mar-2016	Issued	55	C		75.94
FEB.12/16	01-4-2500-000	PAYABLES - TRADE		37.97		
Invoice Description --> SLVFD - LAEKSHORE DR. - CABLE SERVICES						
FEBRUARY12/16	01-4-2500-000	PAYABLES - TRADE		37.97		
Invoice Description --> SLVFD - FABER RD - CABLE SERVICES						
<b>Total :</b>				75.94	0.00	75.94
39066	23-Mar-2016	Issued	73	C		46.41
FEB.16/16	01-4-2500-000	PAYABLES - TRADE		46.41		
Invoice Description --> SLVFD - PACIFIC RIM HWY - CABLE SERVICES						
<b>Total :</b>				46.41	0.00	46.41
<b>Supplier Total :</b>				122.35	0.00	122.35
-----						
<b>4717</b>	<b>SMITH, RYAN</b>					
00132-0022	28-Mar-2016	Issued	81	T		5549.69
FEB29/16	01-4-2500-000	PAYABLES - TRADE		5549.69		
Invoice Description --> SALMON BEACH SEWAGE						
<b>Total :</b>				5549.69	0.00	5549.69
<b>Supplier Total :</b>				5549.69	0.00	5549.69
-----						
<b>4725</b>	<b>SOFTCHOICE CORPORATION</b>					
39001	08-Mar-2016	Issued	55	C		429.58
4199936	01-4-2500-000	PAYABLES - TRADE		429.58		
Invoice Description --> EOC - ANTI-VIRUS SOFTWARE						
<b>Total :</b>				429.58	0.00	429.58
<b>Supplier Total :</b>				429.58	0.00	429.58
-----						
<b>4728</b>	<b>SONBIRD REFUSE &amp; RECYCLING LTD.</b>					
00132-0023	28-Mar-2016	Issued	81	T		13630.41
24580	01-4-2500-000	PAYABLES - TRADE		13630.41		
Invoice Description --> FEBRUARY 2016 WC GARBAGE & RECYCLING						
<b>Total :</b>				13630.41	0.00	13630.41
<b>Supplier Total :</b>				13630.41	0.00	13630.41
-----						
<b>4785</b>	<b>STEWART MCDANNOLD STUART</b>					
00131-0017	11-Mar-2016	Issued	57	T		569.61
71988	01-4-2500-000	PAYABLES - TRADE		42.56		
Invoice Description --> BCWS - LEGAL FEES						
71989	01-4-2500-000	PAYABLES - TRADE		100.80		
Invoice Description --> LEGAL FEES						
71986	01-4-2500-000	PAYABLES - TRADE		127.68		

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> LEGAL FEES						
71985	01-4-2500-000	PAYABLES - TRADE		298.57		
Invoice Description --> LEGAL FEES; BUILDING INSPECTION \$114.31, REG PLANNING \$114.31, SPROAT LAKE NOISE :						
<b>Total :</b>				569.61	0.00	569.61
00132-0024	28-Mar-2016	Issued	81	T		7218.80
72243	01-4-2500-000	PAYABLES - TRADE		319.88		
Invoice Description --> LEGAL FEES						
71733	01-4-2500-000	PAYABLES - TRADE		401.56		
Invoice Description --> LEGAL FEES						
72242	01-4-2500-000	PAYABLES - TRADE		1566.06		
Invoice Description --> LEGAL FEES						
71732	01-4-2500-000	PAYABLES - TRADE		2003.76		
Invoice Description --> LEGAL FEES						
71987	01-4-2500-000	PAYABLES - TRADE		2927.54		
Invoice Description --> LEGAL FEES						
<b>Total :</b>				7218.80	0.00	7218.80
<b>Supplier Total :</b>				7788.41	0.00	7788.41

<b>4788 STAPLES ADVANTAGE</b>						
39002	08-Mar-2016	Issued	55	C		854.26
40483169	01-4-2500-000	PAYABLES - TRADE		20.12		
Invoice Description --> ACRD - OFFICE SUPPLIES						
40816135	01-4-2500-000	PAYABLES - TRADE		35.82		
Invoice Description --> ACRD - OFFICE SUPPLIES						
40830775	01-4-2500-000	PAYABLES - TRADE		62.06		
Invoice Description --> ACRD - OFFICE SUPPLIES						
40775024	01-4-2500-000	PAYABLES - TRADE		288.28		
Invoice Description --> ACRD - OFFICE SUPPLIES; PLANNING \$27.78, GEN GOV \$229.61						
40716136	01-4-2500-000	PAYABLES - TRADE		447.98		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
<b>Total :</b>				854.26	0.00	854.26
<b>Supplier Total :</b>				854.26	0.00	854.26

<b>4885 SUN COAST WASTE SERVICES</b>						
00132-0025	28-Mar-2016	Issued	81	T		23970.83
142490	01-4-2500-000	PAYABLES - TRADE		23970.83		
Invoice Description --> FEBRUARY 2016 - AV RECYCLING CONTRACT						
<b>Total :</b>				23970.83	0.00	23970.83
<b>Supplier Total :</b>				23970.83	0.00	23970.83

<b>4888 SEVIGNY, SHELLY</b>						
00131-0016	11-Mar-2016	Issued	57	T		620.00
FEB/2016	01-4-2500-000	PAYABLES - TRADE		620.00		

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



**AP5100** **Page : 28**  
**Date :** Apr 08, 2016 **Time : 8:13 am**

**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Mar-2016 To 31-Mar-2016  
**Cheque Date :** 01-Mar-2016 To 31-Mar-2016  
**Cheque No. :** All  
**Batch No. :** All

**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
Invoice Description --> SLVFD - OFFICE ADMIN							
<b>Total :</b>					620.00	0.00	620.00
<b>Supplier Total :</b>					620.00	0.00	620.00
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<b>4984</b>	<b>TELUS</b>						
39003	08-Mar-2016	Issued	55	C		115.70	
FEB 14/16	01-4-2500-000	PAYABLES - TRADE			115.70		
Invoice Description --> BVFD - TELEPHONE							
<b>Total :</b>					115.70	0.00	115.70
39067	23-Mar-2016	Issued	73	C		2348.42	
MAR7/16	01-4-2500-000	PAYABLES - TRADE			2348.42		
Invoice Description --> ACRD - CONSOLIDATED							
<b>Total :</b>					2348.42	0.00	2348.42
<b>Supplier Total :</b>					2464.12	0.00	2464.12
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<b>5112</b>	<b>TREASURES INSURANCE &amp; RISK MANAGEMENT</b>						
39004	08-Mar-2016	Issued	55	C		300.00	
0108842	01-4-2500-000	PAYABLES - TRADE			300.00		
Invoice Description --> BVFD - GENERAL LIABILITY INSURANCE							
<b>Total :</b>					300.00	0.00	300.00
<b>Supplier Total :</b>					300.00	0.00	300.00
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<b>5131</b>	<b>TSESHAHT MARKET</b>						
39005	08-Mar-2016	Issued	55	C		281.62	
2004772	01-4-2500-000	PAYABLES - TRADE			62.07		
Invoice Description --> SLVFD - FUEL TRUCK #41							
2013177	01-4-2500-000	PAYABLES - TRADE			62.85		
Invoice Description --> SLVFD - FUEL TRUCK #43							
2018218	01-4-2500-000	PAYABLES - TRADE			70.55		
Invoice Description --> SLVFD - FUEL TRUCK #43							
2008665	01-4-2500-000	PAYABLES - TRADE			86.15		
Invoice Description --> SLVFD - FUEL TRUCK #47							
<b>Total :</b>					281.62	0.00	281.62
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<b>5145</b>	<b>UCLUELET CONSUMERS CO-OP ASSN</b>						
39068	23-Mar-2016	Issued	73	C		333.61	
LBA - FEB/16	01-4-2500-000	PAYABLES - TRADE			333.61		
Invoice Description --> LBA - FEBRUARY2016 FUEL							
<b>Total :</b>					333.61	0.00	333.61

ALBERNI-CLAYQUOOT REGIONAL DISTRICT  
**Cheque Register - Detail - Supp.**



AP5100 Page : 29  
 Date : Apr 08, 2016 Time : 8:13 am

Supplier : 0003 To Z4209  
 Trans. Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
<b>Supplier Total :</b>						333.61	0.00	333.61
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<b>5274</b>	<b>VANCOUVER ISLAND FIRE FIGHTERS ASSOCIATION</b>							
39006	08-Mar-2016		Issued	55	C	96.00		
BCVFD-2016DUES	01-4-2500-000	PAYABLES - TRADE			96.00			
Invoice Description -->		BCVFD - 2016 MEMBERSHIP DUES						
<b>Total :</b>						96.00	0.00	96.00
<b>Supplier Total :</b>						96.00	0.00	96.00
-----								
<b>5401</b>	<b>TD VISA (BCVFD)M. KOBUS</b>							
39069	23-Mar-2016		Issued	73	C	252.45		
BCVFD-MAR7/16-K	01-4-2500-000	PAYABLES - TRADE			252.45			
Invoice Description -->		BCVFD - \$236.79 MEMBERSHIP, \$15.66 EQUIPMENT						
<b>Total :</b>						252.45	0.00	252.45
<b>Supplier Total :</b>						252.45	0.00	252.45
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<b>5402</b>	<b>TD VISA (BCVFD)C. STARRATT</b>							
39070	23-Mar-2016		Issued	73	C	1692.87		
BCVFD-MAR7/16	01-4-2500-000	PAYABLES - TRADE			1692.87			
Invoice Description -->		BCVFD - \$1392.11 EQUIPMENT, \$195.83 TRAVEL, \$78.87 AUTO, \$5.35 COMPUTER						
<b>Total :</b>						1692.87	0.00	1692.87
<b>Supplier Total :</b>						1692.87	0.00	1692.87
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<b>5410</b>	<b>TD VISA</b>							
39071	23-Mar-2016		Issued	73	C	3332.84		
MAR7/16	01-4-2500-000	PAYABLES - TRADE			3332.84			
Invoice Description -->		AV EMERG PLAN \$300, AVRA FUEL SYSTEM \$1424.42, WCLF \$44.99, BCWS PHONE \$22.59,						
<b>Total :</b>						3332.84	0.00	3332.84
<b>Supplier Total :</b>						3332.84	0.00	3332.84
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<b>5459</b>	<b>WAVELENGTH ELECTRIC LTD.</b>							
39007	08-Mar-2016		Issued	55	C	70.35		
406	01-4-2500-000	PAYABLES - TRADE			70.35			
Invoice Description -->		MWS - CONSULTATION						
<b>Total :</b>						70.35	0.00	70.35
<b>Supplier Total :</b>						70.35	0.00	70.35
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<b>6020</b>	<b>ZONE WEST ENTERPRISES LTD</b>							
39008	08-Mar-2016		Issued	55	C	105.35		
46496	01-4-2500-000	PAYABLES - TRADE			105.35			

100



Supplier : 0003 To Z4209  
 Trans. Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque Date : 01-Mar-2016 To 31-Mar-2016  
 Cheque No. : All  
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Bank : 1 To 1  
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> SLVFD - UNIFORMS						
<b>Total :</b>				105.35	0.00	105.35
<b>Supplier Total :</b>				105.35	0.00	105.35

<b>Total Computer Paid :</b>	<u>531,018.85</u>	<b>Total EFT PAP :</b>	<u>0.00</u>	<b>Total Paid :</b>	<u>806,166.45</u>
<b>Total Manually Paid :</b>	<u>0.00</u>	<b>Total EFT File Transfer :</b>	<u>275,147.60</u>		

**MEMORANDUM**

**To:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors

**From:** Mike Irg MCIP RPP, Manager of Planning and Development

**Date:** April 07, 2016

**Subject:** Development Variance DVE16003, Compton Road/Maple Street  
(Redmark Ventures Ltd.)

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**Recommendation**

*THAT the Board of Directors issue development variance permit DVE16003.*

**Background**

On March 23, 2016 the Board reviewed an application for a development variance permit for PARCEL C (BEING A CONSOLIDATION OF LOTS 20 AND 21, SEE FB496817), BLOCK 10, DISTRICT LOT 100, ALBERNI DISTRICT, PLAN 1488 located at the corner of Compton Road and Maple Street.

The Board recommended that this application proceed to the next stage of the variance process. This involved notifying all property owners within 100 metres of the property which has been completed. No correspondence has been received to date. If any objections or responses are received prior to the April 13, 2016 Board meeting, staff will inform the Board.

The development variance permit will reduce the required front yard setback from 50 feet to 25 feet and the side yard setback from 15 feet to 5 feet in the Rural (A2) District as shown on the attached site plan.

Submitted by:



\_\_\_\_\_  
Mike Irg MCIP RPP, Manager of Planning and Development

Reviewed by:



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

**DVE16003**



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

## DEVELOPMENT VARIANCE PERMIT NO. DVE16003

Whereas, pursuant to Section 498 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 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** Redmark Ventures Ltd.

**Address:** Corner of Compton Road and Maple Street

With respect to:

**Legal Description:** PARCEL C (BEING A CONSOLIDATION OF LOTS 20 AND 21, SEE FB496817), BLOCK 10, DISTRICT LOT 100, ALBERNI DISTRICT, PLAN 1488

**PID:** 029-703-531

The provisions of the Regional District of Alberni-Clayoquot Zoning Bylaw No. 15 are hereby varied as follows:

- (i) Section 200 – Schedule II – Bulk and Site Regulations to reduce the required front yard setback in the Rural (A2) District from 50 feet to 25 feet and to reduce the required side yard setback in the Rural (A2) District from 15 feet to 5 feet, as shown on the site plan attached as Schedule 'A'.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on XXXX.

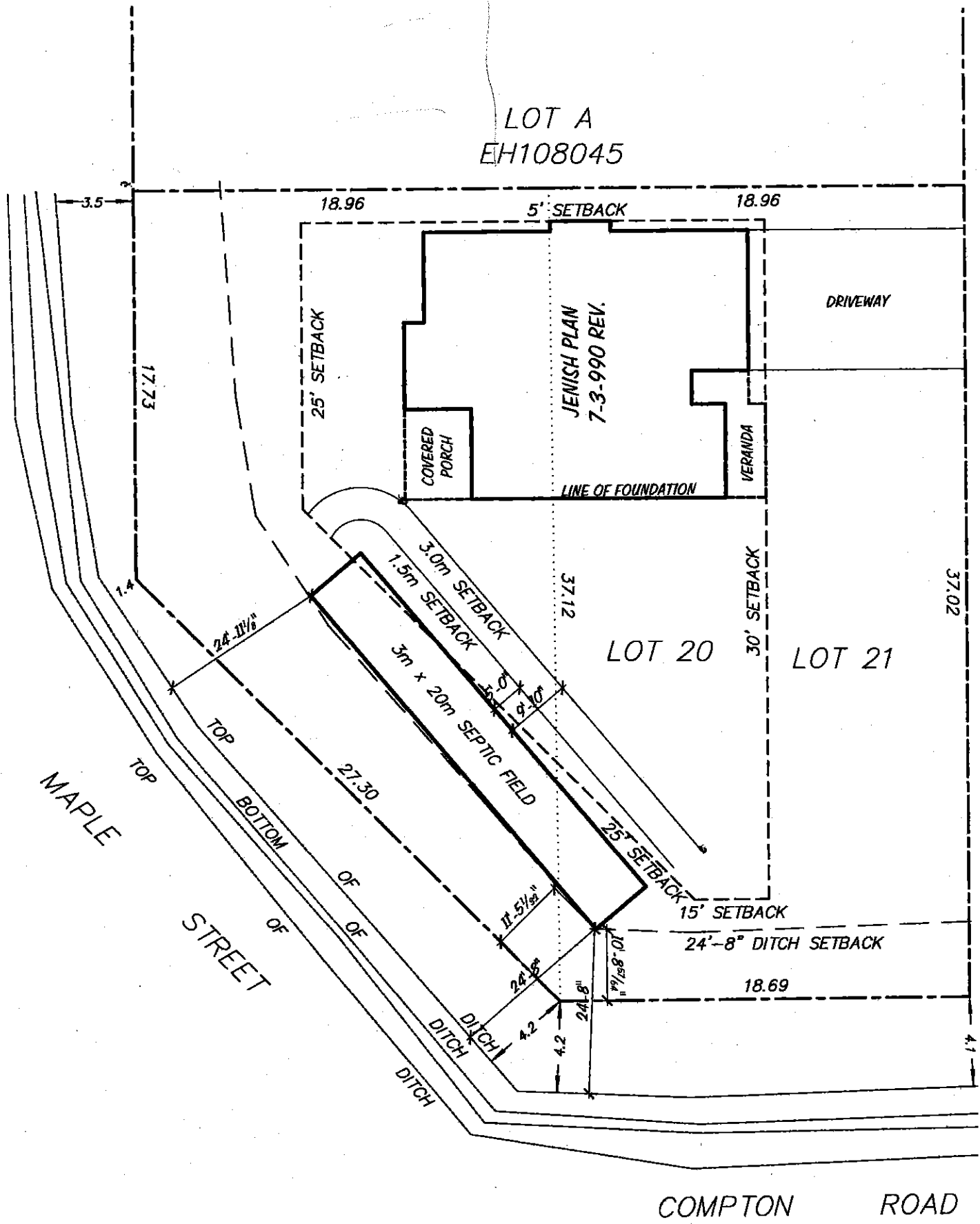
This permit was issued under the seal of the Regional District of Alberni-Clayoquot on XXXX.

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

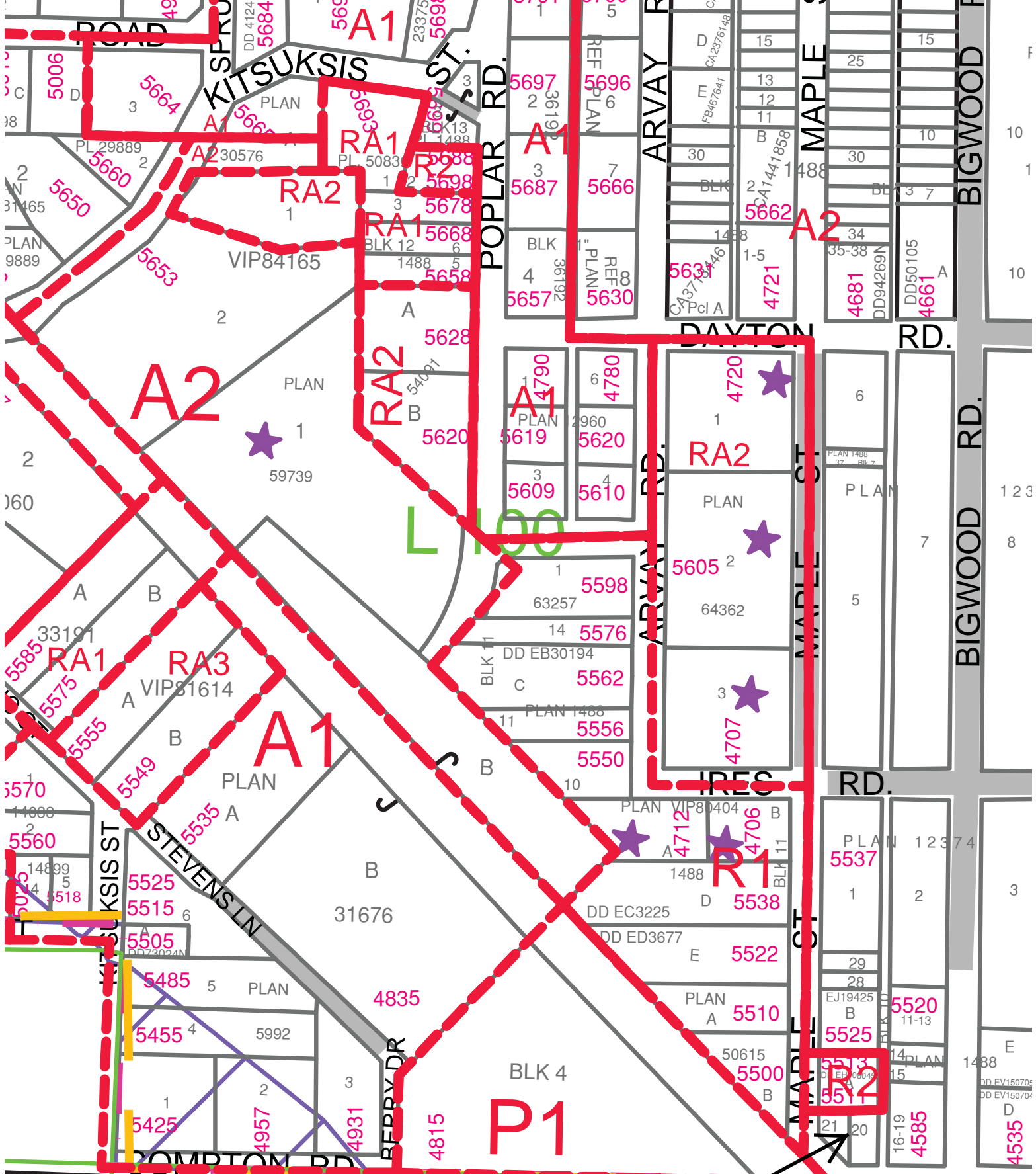
\_\_\_\_\_  
Chair of the Board of Directors

## DVE16003

LOT A  
EH108045







**SUBJECT PROPERTY**



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3

Telephone (250) 720-2700 Fax (250) 723-1327

**TO:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors

**FROM:** Mike Irg, Manager of Planning and Development

**DATE:** April 5, 2016

**RE:** Public Hearing Report for Bylaw P1336, P1337 and P1338

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A Public Hearing for Bylaws P1336, P1337 and P1338 was held on Tuesday, March 29, 2016 in the Board Room at the Alberni-Clayoquot Regional District office. The meeting was chaired by Electoral Area "D" (Sproat Lake) Director Penny Cote and attended by ACRD planning staff Mike Irg and Charity Hallberg Dodds, property owners Kelvin and Gail Sheeler and 5 members of the public.

There were no written submissions received prior to the public hearing. The agency referral comments were referenced, copies were made available and are attached to the public hearing minutes as Appendix 'A'.

A presentation was made by the applicant Kelvin Sheeler outlining his application to develop a RV and boat storage facility with one caretaker residence.

Three members of the public expressed concerns about run off, contaminate control and highway access. The applicant explained how the property would be developed and the Ministry of Transportation and Infrastructure has already issued an access permit for the proposed development. The subject property is within DPA III – Form and Character and issuance of a development permit will be required prior to construction.

### **Recommendation**

*THAT the Board of Directors receive the public hearing report.*

*THAT the Board of Directors receive the public hearing minutes.*

*THAT Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment Bylaw P1336 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Sproat Lake Official Community Plan Amendment Bylaw P1336 be read a third time.*

### **RD15008**

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?if?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)

*THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1337 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1337 be read a third time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1338 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1338 be read a third time.*



Submitted by: \_\_\_\_\_  
Mike Irg MCIP, Manager of Planning and Development



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



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES MARCH 29, 2016 – ELECTORAL AREA 'D'

Minutes of a Public Hearing held on Tuesday, March 29, 2016 at 7:00 pm in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni BC.

Present: Penny Cote, Electoral Area 'D' Director  
Staff: Mike Irg, Manager of Planning and Development and Charity Hallberg Dodds,  
Planning Assistant  
Applicant: Kelvin and Gail Sheeler  
Members of the Public: 5

1. The meeting was called to order at 7:00 pm.
2. Director Cote introduces herself and planning staff and asks staff to read out Notice of Public Hearing.
3. The notice is read by M. Irg as follows:

A Public Hearing for residents and property owners within Electoral Area "D" will be held in the Board Room at the Regional District of Alberni-Clayoquot office, 3008 Fifth Avenue, Port Alberni BC, at 7:00 pm on Tuesday, March 29, 2016 to consider the following bylaws:

**Bylaw P1336** to amend the Sproat Lake Official Community Plan by redesignating a portion of LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219 from "Rural Use" to "Commercial Use" on Schedule A, Map No. 2 Land use Designations; and by including a portion of LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219 within "DPA-III Form and Character" on Schedule A, Map No. 3 Development Permit Areas and Development Approval Information Area to facilitate development of a mixed storage facility.

**Bylaw P1337** to amend the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 by adding section "135B Mixed Storage (SW-2A) District".

**Bylaw P1338** to amend the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 by rezoning LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219 from Small Holdings (A1) District to Mixed Storage (SW-2A) District to facilitate development of a mixed storage facility.

**(Kelvin and Gail Sheeler, Property Owners – Lot A, VIP83219 Pacific Rim Highway)**

All persons who consider their interest in property affected by the proposed bylaws will be given an opportunity to be heard in matters contained in the bylaws.

The Public Hearing for Bylaws P1336, P1337 and P1338 is to be held by the Director for Electoral Area 'D', the Alternate Director, or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaws as set out in this notice.

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday,



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES MARCH 29, 2016 - ELECTORAL AREA 'D'

excluding statutory holidays, from March 18, 2016 to March 29, 2016, inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg, Manager of Planning and Development

4. Director Cote explains the purpose of the public hearing and asks staff to read out any correspondence received ahead of the public hearing.
5. M. Irg states that no letters were received from members of the public and that four agency referral comments (Appendix 'A') were received with printed copies available.
6. Director Cote asks the applicants to explain their proposal.
7. Kelvin Sheeler describes the proposal. Their intention is to develop a mixed storage facility including 30 to 40 covered storage areas for boats and RV's, 20 to 25 closed storage units, a caretaker's residence, and limited open storage. Following the land clearing, they intend to have the site reviewed by a geotechnical engineer to help them determine the layout of the development and the appropriate capacity. The facility will be completely fenced with chain link fencing and will have secured gated entry and exit ways.
8. Director Cote thanks the applicants for their presentation and invites the members of the public to add comments and ask questions. She requests that they wait until they have been recognized by her and begin with their name and address.
9. Andy Johnston of 7672 Pacific Rim Highway speaks first. He is a resident and property owner of the property directly across the highway from the subject property. He has concerns about the proximity of his well, contamination possibilities, run off control, what safe guards will be implemented, access from the highway, noise and whether or not the site will have a pavement or gravel surface.
10. Ray Caron of 7684 Pacific Rim Highway is next to speak. He is also a resident and neighbour and his property is next door to Andy Johnston and across the highway from the subject property. He has the same concerns that were voiced by Andy and is concerned about possible contamination to his well due to runoff. He asks what measures will be put in place to contain and/or mitigate and contamination.
11. Bill Thomson of 8081 McCoy Lake Road is next to speak. He is the owner of the farmland across the highway from the subject property. His concerns include run off from the development, sewage contamination to his farmland from the proposed development as well as the Tseshah First Nation systems, inappropriate development of the land below the powerlines, access challenges from the highway and his opinion that the site is not a suitable location for the proposed development. He recommends that the applicants discuss their proposal with the Ministry of Transportation and Infrastructure (MoTI) prior to moving forward as he has had access challenges in the past while developing his farm market across the highway. He feels that this type of development would be better suited for an industrial park.
12. Gail Sheeler states that they have already had discussions with MoTI regarding access and have a finalized and approved design and access permit from them.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
MARCH 29, 2016 - ELECTORAL AREA 'D'

13. Bill Thomson continues to express his concern about the runoff contamination of farmland, the impact to farmland that is created, the proposal is not a proper fit and questions the government's actions regarding the processing of this application, another application being held back, what's going on everywhere and whether or not things are fair. He suggests that the Regional Board take a good look at things. He then discusses his recent challenge with BC Assessment's application of a commercial status to his farm market property and wonders if this rezoning application is why that happened to him.
14. Mike Irg explains that the BC Assessment's land use classification system and/or decisions are not related to the Regional District. This application would not have an effect on BC Assessment's decision to reclassify Bill's property. He also clarifies that the other rezoning application that Bill may be talking about, was withdrawn by the applicant.
15. Bill Thomson again expresses his concerns about the runoff. He describes the history of the land in the area and how, many years ago, all the water in the area was channeled to run to his property. He believes that all of the sewage from the Tseshaht First Nation homes, Stuart Road homes and highway properties ends up on his land. He doesn't mean to be a bearer of bad news but, you need to take care of your own property because no one else will.
16. Director Cote asks if any other members of the public would like to speak.
17. Ross Stevens of 5601 Sarenga Road says that he and his wife do not have anything to add at this time. That they will make an appointment to see Mike at a later date to discuss their property and plans.
18. Director Cote asks again if anyone has anything to add.
19. Bill Thomson states that nothing ever gets done and no one ever listens. That time and money are spent and nothing happens.
20. Andy Johnston asks for clarity on the meaning of commercial. What if the applicants change their minds at a later date?
21. Mike Irg clarifies aspects of the rezoning application process and the commercial OCP designation. He also explains how the ROW portion was excluded from the commercial designation due to a mapping error. Mike provides additional information on the proposed text amendment and the related minimum parcel size increase.
22. Andy Johnston discusses the adjacent Barking Spot business that was in operation many years ago and how that business negatively affected him. He felt that it was a nightmare and was not a good business for that property and location.
23. Mike Irg explains that mixed storage including a caretaker residence will be the only permitted use on the subject property.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
MARCH 29, 2016 - ELECTORAL AREA 'D'

24. Ross Stevens asks what would happen if the applicant changed their minds and wanted to do something else 5 years down the road.
25. Mike Irg explains that they would have to apply to rezone and go through the whole process again. He then reads out the proposed text amendment and summarizes all the details.
26. Ross Stevens asks if those guidelines are from the OCP.
27. Mike Irg answers that the details are from the zone.
28. Ross Stevens asks where the zones come from.
29. Mike Irg explains that the zoning bylaw contains numerous zones that permit various uses on different properties. He mentions that there are a number of commercial, industrial and residential zones and that in some cases, zones are created to suit a proposal or to accommodate changes in other regulations.
30. Director Cote clarifies that this zone is very specific and only permits the operation of a mixed storage facility.
31. Ross Stevens asks if commercial allow anything and why does he have to wait for the OCP.
32. Mike Irg explains that the use has to comply with the zone and the OCP.
33. Ross Stevens asks if he can apply.
34. Mike Irg explains that this public hearing is related only to the subject property and the proposed development. That the Stevens' are welcome to make an appointment with him to discuss the development of their own property at another time.
35. Bill Thomson says that commercial allows a lot of options.
36. Mike Irg clarifies the purpose of OCP designation versus zoning.
37. Ross Stevens feels that his business and this business are the same thing.
38. Director Cote directs the public to the subject property and proposed development being the topic of this public hearing.
39. Andy Johnston asks what will stop the applicants from storing 40 leaky logging trucks on the property.
40. Gail Sheeler states that they will not let that happen. It is not their intention to create a messy eyesore on the property.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
MARCH 29, 2016 - ELECTORAL AREA 'D'

41. Director Cote suggests that the applicant be given the floor to make some comments and answer some questions.
42. Kelvin Sheeler states that his understanding of the zone is that the storage of boats and RV's are permitted but not the storage of commercial vehicles. He expects that if there is storage of non-permitted vehicles, the District would have an enforcement process in place to ensure they are following the rules of the zone. They intend to run a legitimate storage business as a retirement project. They wanted something low profile and professional. They will be installing an engineered septic system and will not be taking shortcuts. There will be no washing of commercial units, boats or RV's on site nor will there be any repairs or mechanical works being done. If that type of work is required, the owner will have to take the unit away to have it completed. Kelvin confirms that access from the highway has already been addressed and that they will need to comply with the approved design plan. The plan has been developed with the 60 km/hr speed zone in mind and includes a 27 metre pull-in and adequate room to pull off the highway with an RV or boat before reaching the security gate. They feel that the business will not create any additional noise compared to the existing highway noise. They have already looked into what is permitted on the land below the hydro ROW. They can use that area for their septic field and/or caretaker residence access driveway. That area will not be utilized as an entry or exit way for the storage business. The storage units will be 3-sided buildings with perimeter drains to control runoff. They do not foresee septic issues with the engineered system and they are required to comply with health regulations, including setbacks from water supplies and wells, just like anyone else.
43. Mike Irg again mentions the referral agency comments and specifically reads out the comments received from the ACRD building inspector regarding contamination controls and regulations. He also explains that this development will require a development permit for form and character. Mike clarifies to everyone present that this application was made prior to development and construction of the property and prior to any use taking place on the property.
44. Director Cote asks if the surface of the development will be paved or graveled.
45. Kelvin Sheeler answers that the surfaces will be graveled.
46. Director Cote asks if the business will be seasonal in nature. It would be assumed that the units being stored would be removed during spring and summer months.
47. Kelvin Sheeler agrees.
48. Gail Sheeler adds that it is likely that many of the RV's would possibly be gone in the winter as well – belonging to those who travel south for the winter months.
49. Bill Thomson asks about the catch basins and where does the material go.
50. Mike explains the requirements for oil separators and interceptors that would be in place to deal with unexpected spills.





REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
MARCH 29, 2016 - ELECTORAL AREA 'D'

51. Andy Johnston says they don't work on graveled surfaces.
52. Bill Thomson says that he appreciates the \$30,000 septic system although they don't work during heavy periods of rain. They only work during the dry weather. Even the expensive system that the Tseshaht First Nation installed next to him doesn't work and everything drains into his land.
53. Director Cote states that there are problems with septic systems everywhere. Many systems are older and/or not maintained correctly. Everyone is regulated by the Island Health Authority and is not controlled by the Regional District.
54. Bill Thomson asks what do you have control of. He had the head guy from the Health Authority out and he just walked away.
55. Director Cote acknowledges that Bill is frustrated but asks to keep the conversation related to the subject application. She then asks if anyone else would like to speak.
56. Bill Thomson states that the applicants need to be aware.
57. Andy Johnston says it is too bad that they can't tap into the Tseshaht First Nation sewage system.
58. Bill Thomson makes a comment on the Tseshaht First Nation's system.
59. Director Cote says she does not know about what options there are or will be related to hooking into the Tseshaht First Nation's septic system or water supply at this time. She asks if anyone had anything else to add.
60. Andy Johnston asks how many vehicles may be stored at the facility.
61. Mike Irg explains that they are permitted 60% lot coverage by the zone.
62. Kelvin Sheeler explains that it will be determined by the engineer as to how many actual units will be developed although they are hoping for up to 40 closed and maybe 6 open units.
63. Andy Johnston asks about old, leaky RV's being stored on site. What happens if something is leaking when no one is around? Who will notice.
64. Director Cote says that it will be up to the applicants to monitor the units being stored on site.
65. Mike Irg explains the differences between commercial zoning and storage zoning.
66. Andy Johnston states that there could be 40 leaky vehicles on the property.
67. Kelvin Sheeler enforces their intention to run a responsible and legitimate storage business. They do not intend to run a junk yard.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
MARCH 29, 2016 - ELECTORAL AREA 'D'

68. Mike Irg confirms the specific zone for storage only. No industrial uses are permitted. The condition of the units is also the responsibility of the owners.
69. Andy Johnston says that once the soil is contaminated, it's contaminated.
70. Director Cote says that she assumes there would be business rules and regulations put in place by the applicants. That derelict vehicles that have contamination concerns would not be accepted for storage. And that accidents happen that cannot be foreseen. She feels that it is not the Sheeler's intent to bring junk onsite.
71. Mike Irg reiterates that the site will be designed and built to required regulations.
72. Bill Thompson says that boats and RV's are the same as old logging trucks. Stuff can happen when no one is there and there will be a large concentrated group of them onsite.
73. Andy Johnston adds that they will be leaking onto the gravel.
74. Ross Stevens asks if anyone could come onsite once in awhile to see if things were running okay.
75. Kelvin Sheeler says yes. It will be a public business and you would be permitted to come onsite.
76. Director Cote asks if there are any further questions for this application. No one has anything else to add. She proceeds to advise everyone present that the Board cannot receive any new information between the end of the hearing and the April 13<sup>th</sup> board meeting where they make a decision on the bylaws. She then calls three times for further representations. Hearing none, the public hearing is terminated at 7:53 pm.

Certified Correct:

Penny Cote, Director for Sproat Lake

Minutes Prepared by:

Charity Hallberg Dodds, Planning Assistant

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1336, P1337 & P1338    ACRD FILE NO.: RD15008**

**APPLICANT NAME: Kelvin & Gail Sheeler    ACRD CONTACT: Alex Dyer, Planner**  
**Date of Referral: February 5, 2016**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Sewerage system for residence and accessory building not to be used as an R.V. sanitary dump unless specifically designed for that purpose by a Registered On-site Wastewater Practitioner or a Professional Engineer. Site building layout must account for Sewerage System Standard Practice Manual's area and setback requirements (30 m from wells, not located within Hydro S.R.W.) as septic systems cannot be subject to vehicular traffic.

Where the discharge from a fixture (drains) may contain oil or gasoline, an oil interceptor shall be installed.

Where a fixture discharges sand, grit or similar materials, an interceptor designed for the purposes of trapping such discharges shall be installed.

Agency (please print): ACRD Building Department

Name (please print): Luc Stefani

Title: Building Inspector

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



Date: 03/29/2016



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

**BYLAW RESPONSE SUMMARY**

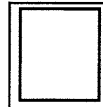
**BYLAW NO.: P1336, P1337 & P1338 ACRD FILE NO.: RD15008**

**APPLICANT NAME: Kelvin & Gail Sheeler ACRD CONTACT: Alex Dyer, Planner**

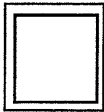
**Date of Referral: February 5, 2016**



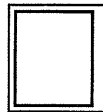
Approval Recommended for Reasons  
Outlined Below



Interests Unaffected by Bylaw



Approval Recommended Subject to  
Conditions Below



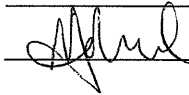
Approval NOT Recommended Due to  
Reasons Outlined Below

The Ministry has no objections to the bylaw amendments.

Agency (please print): Ministry of Transportation and Infrastructure

Name (please print): Anika Johal

Title: District Development Technician

Signature: 

Date: February 18, 2016

## Alex Dyer

---

**From:** Alex Dyer  
**Sent:** February-25-16 4:06 PM  
**To:** 'Michael Cann'  
**Subject:** RE: RD15008 Bylaw Referral Response Request - Pacific Rim Highway (Sheeler)

Hi Mike,

Development Permit Area III in the Sproat Lake Official Community Plan will require some form of screening from open storage areas. The screening and/or fencing requirements will be detailed in the Development Permit which will be required after the zoning is adopted and before the development of the storage business.

Planning staff will work with the application on the fencing and screening requirements between the storage development and the Harold Bishop Firehall during the Development Permit application stage.

Thanks,

**Alex Dyer**

Planner

### Alberni-Clayoquot Regional District

3008 Fifth Avenue Port Alberni, BC V9Y 2E3

250-720-2708 (direct)

250-723-1327 (fax)

[adyer@acrd.bc.ca](mailto:adyer@acrd.bc.ca)

*This e-mail is confidential and may be privileged. Any use of this e-mail by an unintended recipient is prohibited. If you receive this e-mail in error please notify me immediately and delete it.*

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**From:** Michael Cann [<mailto:firechiefsbfd@gmail.com>]  
**Sent:** February-25-16 12:25 PM  
**To:** Alex Dyer  
**Subject:** Re: RD15008 Bylaw Referral Response Request - Pacific Rim Highway (Sheeler)

Now that it's passed the 14 day mark, I have a question. Is there going to be a fence between the fire hall and the storage place? And will it be a chain link or one that hides the view somewhat? That's my only question.

Mike Cann

Sent from my iPhone

On Feb 9, 2016, at 8:24 AM, Alex Dyer <[adyer@acrd.bc.ca](mailto:adyer@acrd.bc.ca)> wrote:

Please see attached.

If you have any questions or require further information, please contact Alex Dyer at 250-720-2708 or by email at [adyer@acrd.bc.ca](mailto:adyer@acrd.bc.ca).

**Alex Dyer**

Planner



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1336, P1337 & P1338 ACRD FILE NO.: RD15008**

**APPLICANT NAME: Kelvin & Gail Sheeler ACRD CONTACT: Alex Dyer, Planner  
Date of Referral: February 5, 2016**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

[Large empty rectangular box for comments or notes]

Agency (please print): Vanc. Isl Health Auth  
Name (please print): Glenn J. Gibson Title: FHO  
Signature: [Handwritten Signature] Date: Feb 17/16

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1336**

**A BYLAW TO AMEND BYLAW NO. P1310  
SPROAT LAKE OFFICIAL COMMUNITY PLAN**

WHEREAS by Section 478(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. P1336.
2. Schedule A, Map No. 2 Land Use Designations, is hereby amended by redesignating a portion of LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219 from “Rural Use” to “Commercial Use” as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. Schedule A, Map No. 3 Development Permit Areas and Development Approval Information Area is hereby amended by including a portion of LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219 within “DPA-III Form and Character” 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 27<sup>th</sup> day of January, 2016  
Public hearing held this 29<sup>th</sup> day of March, 2016  
Read a second time this     day of     , 2016  
Read a third time this     day of     , 2016

Adopted this     day of     , 2016

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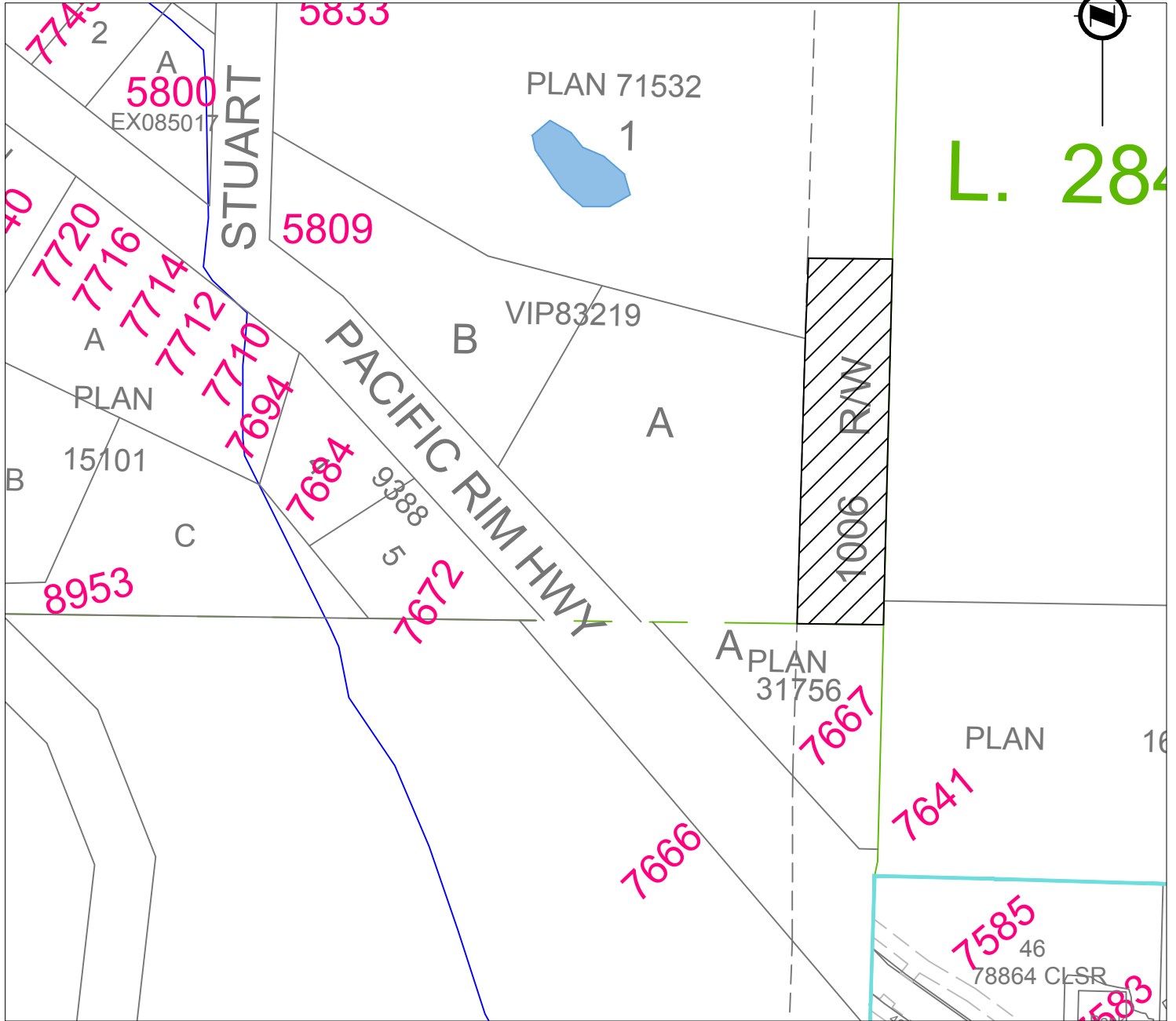
Russell Dyson, CAO

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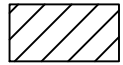
Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1336



Legal Description: a portion of LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219.



To be redesignated from Rural Use to Commercial Use and to be included within "DPA-III Form and Character"



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

1:2000





**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1337**

**OFFICIAL ZONING TEXT AMENDMENT**

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 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text 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 Amendment Bylaw No. P1337.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a. Adding section “135B Mixed Storage (SW-2A) District” and subsections to read as follows:

135B Mixed Storage (SW-2A) District

This district provides for warehousing and for both open and closed storage for non-industrial purposes.

135B.1 Uses Permitted

- (1) Warehousing and closed storage.
- (2) Open storage for boats, trucks, trailers, campers and similar items, but excluding works yards and the storage of industrial products and industrial materials such as those permitted under the Industrial Open Storage (M-4) District.
- (3) One dwelling for a caretaker or watchman.
- (4) Accessory buildings and uses including an office facility ancillary to the main use and parking and loading facilities.

135B.2 Conditions of Use

- (1) Where any lot or part thereof is used or intended to be used as open storage area, that portion of such storage area which fronts upon or adjoins a public

street, a lot in an R, RM, A1 or A2 district or is separated by a lane therefrom, shall be screened to a minimum height of 2 metres (6.56 feet) and no items stored within 15.24 metres (50 feet) of the screen shall extend above such screening.

135B.3 Density

(1) The minimum lot size shall be 1 hectare (2.47 acres) where the lot is serviced by an on-site well and septic system. The minimum lot size shall be reduced to 0.24 hectare (0.6 acre) where the lot is serviced by a community or communal water or sewer system.

b. By amending Section 200, Schedule II – Bulk and Site Regulations, to include the following line item:

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (Feet)			Maximum Height (feet)
				Front	Rear	Side	
<b>SW-2A</b>	<b>100</b>	<b>See Section 135B.3</b>	<b>60%</b>	<b>25</b>	<b>15</b>	<b>15</b>	<b>35</b>

c. By amending Section 4.3, Interpretation, to include “SW-2A” on the line that references “SW districts”.

d. By amending Section 5.1, Designation of Districts, to include “135B Mixed Storage (SW-2A) District” in the Industrial Section.

3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 27<sup>th</sup> day of January, 2016  
 Public Hearing held this 29<sup>th</sup> day of March, 2016  
 Read a second time this        day of       , 2016  
 Read a third time this        day of       , 2016

Adopted this        day of       , 2016

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Russell Dyson, CAO

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Chair of the Regional Board

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1338**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 683**

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 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE  
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1338.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219 from Small Holdings (A1) District to Mixed Storage (SW-2A) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 27<sup>th</sup> day of January, 2016  
Public Hearing held this 29<sup>th</sup> day of March, 2016  
Read a second time this     day of     , 2016  
Read a third time this     day of     , 2016

Adopted this     day of     , 2016

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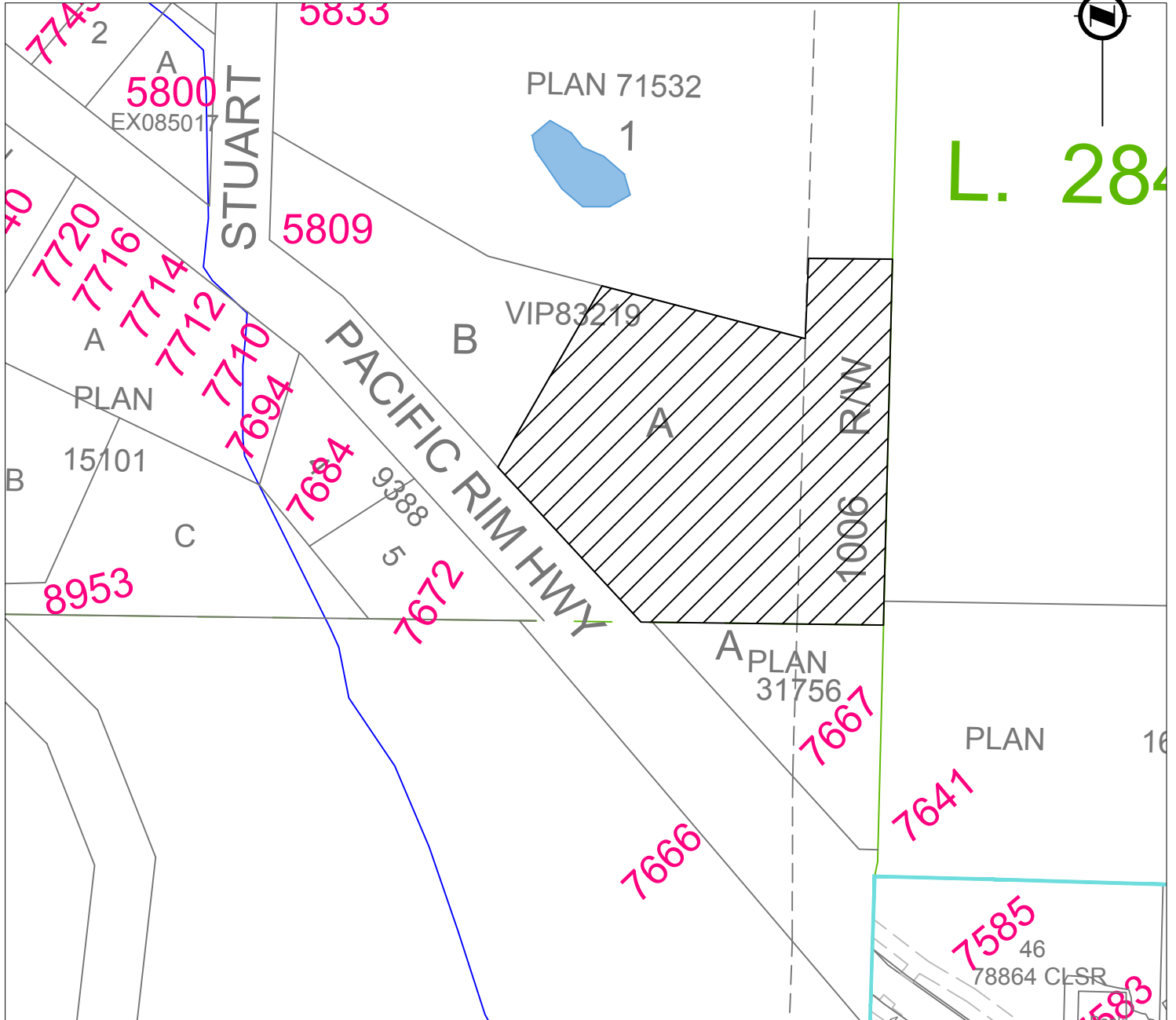
Russell Dyson, CAO

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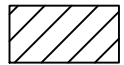
Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1338



Legal Description: LOT A, DISTRICT LOT 140, ALBERNI DISTRICT, PLAN VIP83219.



To be rezoned from Small Holdings (A1) District to Mixed Storage (SW-2A) District.



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:2000





## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3

Telephone (250) 720-2700 Fax (250) 723-1327

**TO:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors

**FROM:** Mike Irg, Manager of Planning and Development

**DATE:** April 7, 2016

**RE:** Public Hearing Report for Bylaws P1334, P1335 and P1339

---

A Public Hearing for Bylaws P1334, P1335 and P1339 was held on Tuesday, April 5, 2016 in the Board Room at the Alberni-Clayoquot Regional District office. The meeting was chaired by Electoral Area "E" (Beaver Creek) Director John McNabb and attended by ACRD planning staff Mike Irg and Charity Hallberg Dodds, property owner Craig Bowerman and 3 members of the public.

There were no written submissions received prior to the public hearing. The agency referral comments were referenced; copies were made available and are attached to the public hearing minutes as Appendix 'A' and 'B'.

A presentation was made by the applicant Craig Bowerman outlining his application to develop 6546 Smith Road and create a two lot subdivision.

A presentation was made by the applicant Craig Bowerman outlining his application to develop 6476 Beaver Creek Road and create a two lot subdivision.

There were no questions from the public regarding P1334 and P1335, 6546 Smith Road. Questions for P1339, 6476 Beaver Creek Road included road right-of-ways, access and sewage disposal. Staff explained that access from Beaver Creek Road will be in the form of a common/shared driveway as confirmed in a letter on file from the applicant, which was read aloud (Appendix 'C').

### **Recommendation**

*THAT the Board of Directors receive the public hearing report.*

*THAT the Board of Directors receive the public hearing minutes.*

*THAT Regional District of Alberni-Clayoquot Beaver Creek Official Community Plan Amendment Bylaw P1334 be read a second time.*

### **RE15007 & RE15009**

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?iif?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)

*THAT Regional District of Alberni-Clayoquot Beaver Creek Official Community Plan Amendment Bylaw P1334 be read a third time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1335 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1335 be read a third time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1339 be read a second time.*

*THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1339 be read a third time.*



Submitted by: \_\_\_\_\_  
Mike Irg MCIP, Manager of Planning and Development



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



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES APRIL 5, 2016 - ELECTORAL AREA 'E'

Minutes of a Public Hearing held on Tuesday, April 5, 2016 at 7:00 pm in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni BC.

Present: John McNabb, Electoral Area 'E' Director  
Staff: Mike Irg, Manager of Planning and Development and Charity Hallberg Dodds,  
Planning Assistant  
Applicant: Craig Bowerman  
Members of the Public: 3

1. The meeting was called to order at 7:00 pm.
2. Director McNabb introduces himself and planning staff. He recognizes the Tseshaht and Hupacasth First Nations' traditional territories. He then asks staff to read out Notice of Public Hearing.
3. The notice is read by M. Irg as follows:

A Public Hearing for residents and property owners within Electoral Area "E" will be held in the Board Room at the Alberni-Clayoquot Regional District office, 3008 Fifth Avenue, Port Alberni, BC, at 7:00 pm on Tuesday, April 5, 2016 to consider the following bylaws:

**Bylaw P1334** to amend the Beaver Creek Official Community Plan by redesignating LOT A, DISTRICT LOT 162, ALBERNI DISTRICT, PLAN 19496, EXCEPT PART IN PLAN VIP68127 from "Rural Use" to "Residential Use" to facilitate a two-lot subdivision.

**(Craig Bowerman, Property Owner – 6546 Smith Road)**

**Bylaw P1335** to amend the Alberni-Clayoquot Regional District Zoning Bylaw by rezoning LOT A, DISTRICT LOT 162, ALBERNI DISTRICT, PLAN 19496, EXCEPT PART IN PLAN VIP68127 from Small Holdings (A1) District to Acreage Residential (RA2) District to facilitate a two-lot subdivision.

**(Craig Bowerman, Property Owner – 6546 Smith Road)**

**Bylaw P1339** to amend the Alberni-Clayoquot Regional District Zoning Bylaw by rezoning LOT 7, DISTRICT LOT 40, ALBERNI DISTRICT, PLAN 7729 from Small Holdings (A1) District to Acreage Residential (RA3) District to facilitate a two-lot subdivision.

**(Craig Bowerman, Property Owner – 6476 Beaver Creek Road)**

All persons who consider their interest in property affected by the proposed bylaws will be given an opportunity to be heard in matters contained in the bylaws.

The Public Hearing for Bylaws P1334, P1335, and P1339 is to be held by the Director for Electoral Area 'E', the Alternate Director, or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaws as set out in this notice.



## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES APRIL 5, 2016 - ELECTORAL AREA 'E'

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot Office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, excluding statutory holidays, from March 23, 2016 to April 5, 2016 both inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg, M.C.I.P, Manager of Planning and Development

4. Director McNabb explains the purpose of the public hearing and that there are two separate applications being considered at this hearing. He introduces application RE15007, Bylaws P1334 and P1335 for property located at 6546 Smith Road. He then asks the applicant to explain the proposal.
5. Craig Bowerman explains his intention to subdivide the subject property into two similar-sized lots. He has fixed up the existing home on Smith Road and anticipates construction of a new, single family dwelling on the new lot fronting Lothian Road.
6. Director McNabb asks staff to read out any written correspondence received prior to the public hearing.
7. Mike Irg explains that while no correspondence from the public was received, referral responses (Appendix 'A') were received and copies are available.
8. Director McNabb asks if any members of the public have any questions. He also asks if anyone would like to speak, to please introduce themselves and state their address.
9. Moe Zdebiak asks the size of the subject property.
10. Craig Bowerman answers two acres.
11. Director McNabb asks if there are any other questions. There are no more questions.
12. Mike Irg clarifies the purpose of the public hearing and its relation to the rezoning application process. He explains that the public hearing is to discuss these two properties and the two related applications only.
13. Director McNabb introduces the second application; RE15009, Bylaw P1339 for property located at 6476 Beaver Creek Road. He asks the applicant to explain the proposal.
14. Craig Bowerman explains his intention to subdivide into two lots. He has almost completed renovations and repairs to the existing house which will be located on a proposed 0.6 acre lot. The larger ~1.4 acre lot in the back will be accessed by a pan-handle type of shared/common access.
15. Director McNabb asks staff to read out any correspondence received.
16. Mike Irg explains that while no correspondence from the public was received, referral responses (Appendix 'B') were received and copies are available. He also mentions that a letter from the applicant regarding the





## REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES APRIL 5, 2016 - ELECTORAL AREA 'E'

common access has been received and he reads it out loud (Appendix 'C').

17. Director McNabb asks the public if they have any questions.
18. Moe Zdebiak has questions about possible road dedication and the existing Shaw Road right-of-way. He has a copy of a proposed transportation plan indicating roadway extension from Shaw Road right through to Traves Road. He mentions that he has been in contact with the Ministry of Transportation and Infrastructure regarding the purchase of Shaw Road. He wonders why the roadway isn't going through.
19. Mike Irg explains the current right-of-way dedication requirement associated with subdivisions. He explains that Moe's map is from the Ministry of Transportation and Infrastructure and isn't a legal plan but a proposed roadway plan. There is no existing right-of-way through the properties as indicated on the map.
20. Director McNabb asks if a referral response was received from the Ministry of Transportation and Infrastructure.
21. Mike Irg said yes and reads the comments.
22. Phyllis Rossignol has concerns about the effect on property taxes, future zoning changes to her property, possible increase in vicious dogs in the neighbourhood, type and size of proposed home, septic system, parking and driveway, and is there enough room for everything.
23. Mike Irg explains that property values are assessed by BC Assessment. He explains that this hearing is only related to the subject property and that there will be no zoning changes to any other property. Mike also mentions that the ACRD has a vicious dog bylaw for the Beaver Creek area.
24. Phyllis Rossignol says that the bylaw is not enforced and that she has lost many pets and money to vicious dogs. She has spent a lot of money on vet bills associated with an incident where her goat was attacked by a dog.
25. Mike Irg asks her to contact him at the office to discuss that matter and that this public hearing is only about the rezoning application on the subject property. He mentions that Bowerman provided a letter regarding the proposed septic disposal system that will be installed.
26. Phyllis Rossignol asks if she would have to have a shared access on her property if she were to subdivide.
27. Mike Irg explains that she can talk to him about development of her property at a later time. That this public hearing is only about the subject property.
28. Director McNabb explains the subdivision process and states that it is the same for all applicants. He says the property taxes could be reduced due to development in the area.
29. Phyllis Rossignol says that in the past there was a petition put forward to dedicate a road right-of-way behind her property. She speaks on behalf of Hans Sorensen that they are both concerned that a petition



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
APRIL 5, 2016 - ELECTORAL AREA 'E'

could force Hans to give up property for a right-of-way resulting from this development.

30. Mike Irg explains that road dedication requirements have changed over the years and he is not familiar with the petition process. He expects that the one she speaks of may be prior to the existence of the Regional District. He clarifies that there can be no right-of-way on Mr. Sorensen's property without his permission.
31. Director McNabb also feels the petition process could have been in place prior to the District's existence.
32. Phyllis Rossignol asks what type of house will be built and who will live there.
33. Craig Bowerman says that he does not know at this time.
34. Mike Irg explains that the zoning will regulate the size of house and that it is not possible to determine who will be living there.
35. Director McNabb asks the public if there are any more questions. None are raised. He then clearly states the importance of the Board of Directors not receiving any more information on the applications prior to making a decision on the bylaws. That if that happens, we would have to hold another public hearing. So if anyone has any more questions, now would be the time to ask them or talk to staff at a later date.
36. Director McNabb then calls three times for further representations on the bylaws. Hearing none, the meeting is terminated at 7:21 pm.

Certified Correct:

John McNabb, Director for Beaver Creek

Minutes Prepared by:

Charity Hallberg Dodds, Planning Assistant



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1334 & P1335 ACRD FILE NO.: RE15007**

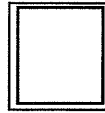
**APPLICANT NAME: Craig Bowerman**

**ACRD CONTACT: Mike Irg, Manager of Planning & Development**

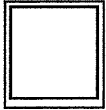
**Date of Referral: February 9, 2016**



Approval Recommended for Reasons  
Outlined Below



Interests Unaffected by Bylaw



Approval Recommended Subject to  
Conditions Below



Approval NOT Recommended Due to  
Reasons Outlined Below

The Ministry has no objections to the bylaw amendments.

Please note, all review relating to a subdivision of the subject lot will be assessed at the time of subdivision application.

Agency (please print): Ministry of Transportation and Infrastructure

Name (please print): Anika Johal

Title: District Development Technician

Signature:

Date: February 18, 2016



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1334 & P1335 ACRD FILE NO.: RE15007**

**APPLICANT NAME: Craig Bowerman**

**ACRD CONTACT: Mike Irg, Manager of Planning & Development**

**Date of Referral: February 9, 2016**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Beaver Creek Water services reviewed the referral and there are no issues identified.

The water main is located across the street-6" AC pipe.  
Road crossing would be required to connect to the water system

Agency (please print): ACRD - Beaver Creek Water System

Name (please print): Andrew McGifford

Title: Manager of Environmental Services

Signature:

Date: February 11, 2016



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1334 & P1335 ACRD FILE NO.: RE15007**

**APPLICANT NAME: Craig Bowerman**

**ACRD CONTACT: Mike Irg, Manager of Planning & Development**

**Date of Referral: February 9, 2016**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Agency (please print): Beaver Creek Volunteer Fire Department

Name (please print): Charlie Starratt

Title: Fire Chief

Signature:

*Charlie Starratt*

Date: 10/02/2016



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1334 & P1335 ACRD FILE NO.: RE15007**

**APPLICANT NAME: Craig Bowerman**

**ACRD CONTACT: Mike Irg, Manager of Planning & Development**

**Date of Referral: February 9, 2016**

Approval Recommended for Reasons  
Outlined Below

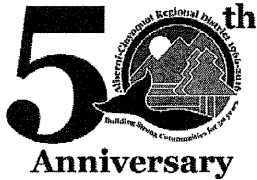
Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

*As our Interests for this proposal are reflected in the content of our Subdivision Standards I recommend your staff report be altered to state "The owner/applicant provide documentation or a report that the soils profile for on-site sewage disposal meet the intent of Vancouver Island Health Authority's Subdivision Standards"*

Agency (please print): Vanc. Isl. Health Auth.  
Name (please print): Glenn J. Gibson Title: RHO  
Signature: *[Signature]* Date: Feb 17/16



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1339      ACRD FILE NO.: RE15009**

**APPLICANT NAME: Craig Bowerman    ACRD CONTACT: Mike Irg**

**Date of Referral: March 4, 2016**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

The Ministry has no objections to the bylaw amendment.

Please note, all review relating to a subdivision of the subject lot will be assessed at the time of subdivision application.

Agency (please print): Ministry of Transportation and Infrastructure

Name (please print): Anika Johal

Title: District Development Technician

Signature:

Date: March 8, 2016



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1339      ACRD FILE NO.: RE15009**

**APPLICANT NAME: Craig Bowerman    ACRD CONTACT: Mike Irg**  
**Date of Referral: March 4, 2016**

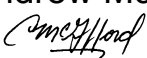
Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

The Beaver Creek Water System Service water line is situated across the street from the property at 6476 Beaver Creek Road. Under the current bylaws - In order to provide water to this property the service line requires a road crossing and the cost of providing this service will be greater than the minimum charge of \$3,800. The Capital cost charge of \$1,000 would be required at time of water hookup.

Agency (please print): Alberni-Clayoquot Regional District - Beaver Creek Water System  
Name (please print): Andrew McGifford Title: Manager of Environmental Services  
Signature:  Date: April 5, 2016





# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1339      ACRD FILE NO.: RE15009**

**APPLICANT NAME: Craig Bowerman    ACRD CONTACT: Mike Irg**  
**Date of Referral: March 4, 2016**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Agency (please print): Beaver Creek Volunteer Fire Dept.

Name (please print): Charlie Starratt

Title: Fire Chief

Signature: *Charlie Starratt*

Date: 05/03/2016



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1339**

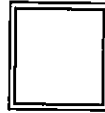
**ACRD FILE NO.: RE15009**

**APPLICANT NAME: Craig Bowerman ACRD CONTACT: Mike Irg**

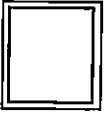
**Date of Referral: March 4, 2016**



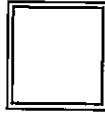
Approval Recommended for Reasons  
Outlined Below



Interests Unaffected by Bylaw



Approval Recommended Subject to  
Conditions Below



Approval NOT Recommended Due to  
Reasons Outlined Below

*That I see this proposal through the referral process from the Min of Transportation and Infrastructure to ensure the Subdivision meets the intent of VIHA's Standards*

Agency (please print):

*VIHA*

Name (please print):

*Glenn Gibson*

Title:

*EHO*

Signature:

Date:

*Mar 17/16*



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3 Telephone (250) 720-2700 Fax (250) 723-1327

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1339      ACRD FILE NO.: RE15009**

**APPLICANT NAME: Craig Bowerman    ACRD CONTACT: Mike Irg**  
**Date of Referral: March 4, 2016**

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Current dwelling requires a building permit to facilitate moving the building if required or setback relaxation via ACRD planning department.

Any new principle dwelling unit to be located on the 1.4 ac lot will require a separate water service connection and approval from Island Health regarding sewerage. All applicable permits will be required for new builds.

Agency (please print): Alberni-Clayoquot Regional District

Name (please print): Luc Stefani

Title: Building Inspector

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

Date: 03/04/2016

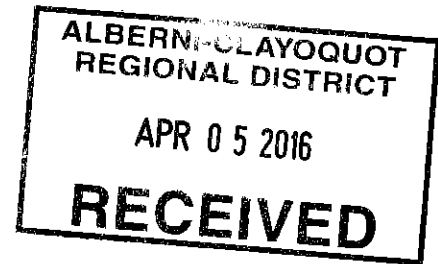
BOWERMAN EXCAVATING LTD.

PHONE (250) 723-8775

FAX (250) 723-8785

March 30, 2016

Alberni Clayoquot Regional District  
3008 5<sup>th</sup> Avenue  
Port Alberni, B.C.



Attn: Mike Irg

Re: 6476 Beaver Creek Road

The existing driveway at 6476 Beaver Creek Road will be widened to and have an easement placed over it to provide access to the new developed lot keeping only one driveway on Beaver Creek Road as requested.

Any questions please call

Regards

A handwritten signature in cursive script, appearing to read "C. Bowerman", followed by a long horizontal line extending to the right.

Craig Bowerman

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1334**

**A BYLAW TO AMEND BYLAW NO. P1291  
BEAVER CREEK OFFICIAL COMMUNITY PLAN**

WHEREAS by Section 478(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 Beaver Creek Official Community Plan Amendment Bylaw No. P1334.
2. Schedule B, the plan map, is hereby amended by redesignating LOT A DISTRICT LOT 162 ALBERNI DISTRICT PLAN 19496 EXCEPT PART IN PLAN VIP68127 from "Rural Use" to "Residential Use" 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 27<sup>th</sup> day of January, 2016

Public Hearing held this 5<sup>th</sup> day of April, 2016

Read a second time this    day of           , 2016

Read a third time this    day of           , 2016

Adopted this                day of           , 2016

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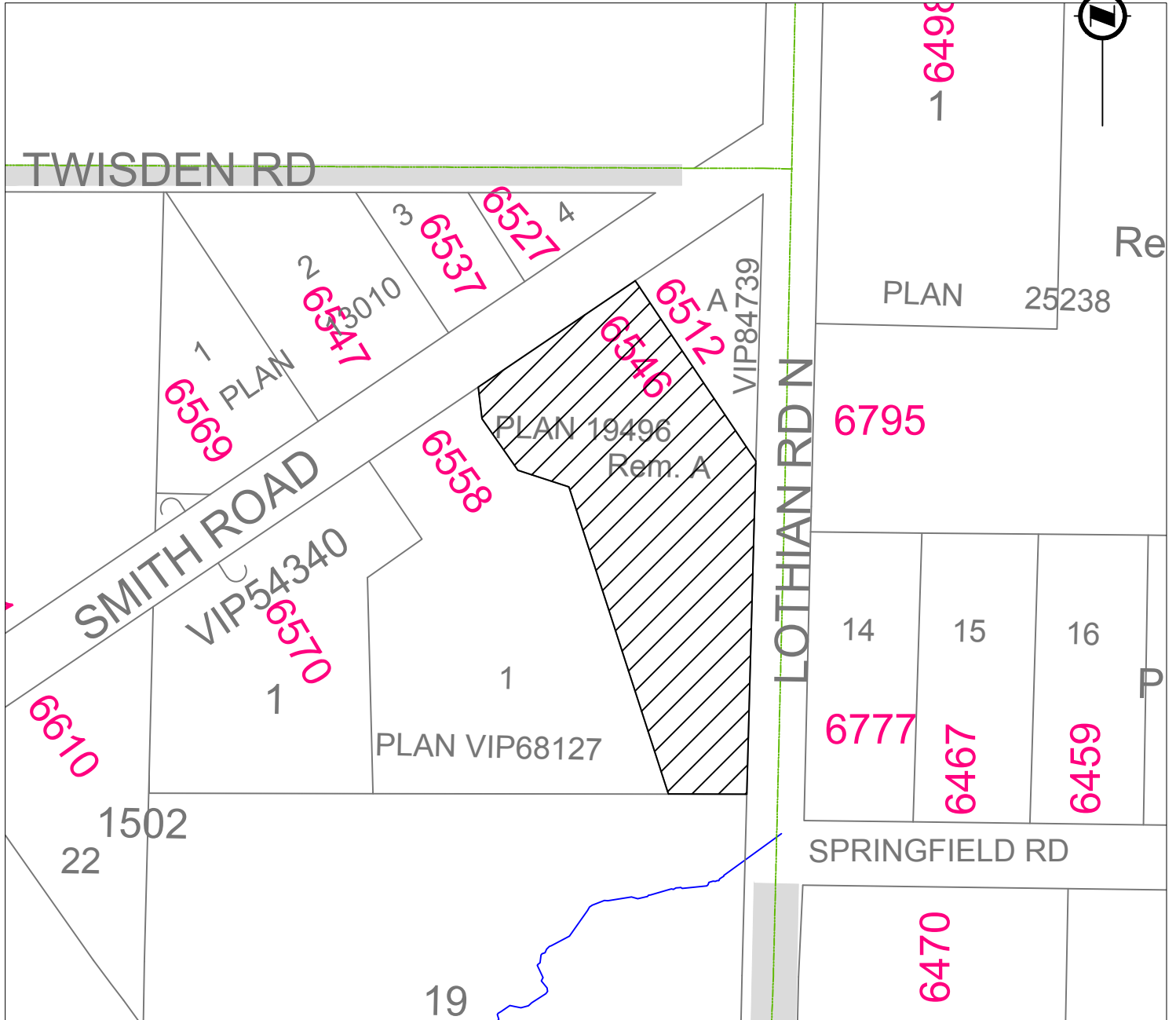
Russell Dyson, CAO

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Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1334



Legal Description: LOT A DISTRICT LOT 162 ALBERNI DISTRICT PLAN 19496 EXCEPT PART IN PLAN VIP68127



To be redesignated from "Rural Use" to "Residential Use".



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

1:2000



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1335**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 682**

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 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE  
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1335.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT A DISTRICT LOT 162 ALBERNI DISTRICT PLAN 19496 EXCEPT PART IN PLAN VIP68127 from Small Holdings (A1) District to Acreage Residential (RA2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 27<sup>th</sup> day of January, 2016

Public Hearing held this 5<sup>th</sup> day of April, 2016

Read a second time this    day of                   , 2016

Read a third time this    day of                   , 2016

Adopted this                    day of                   , 2016

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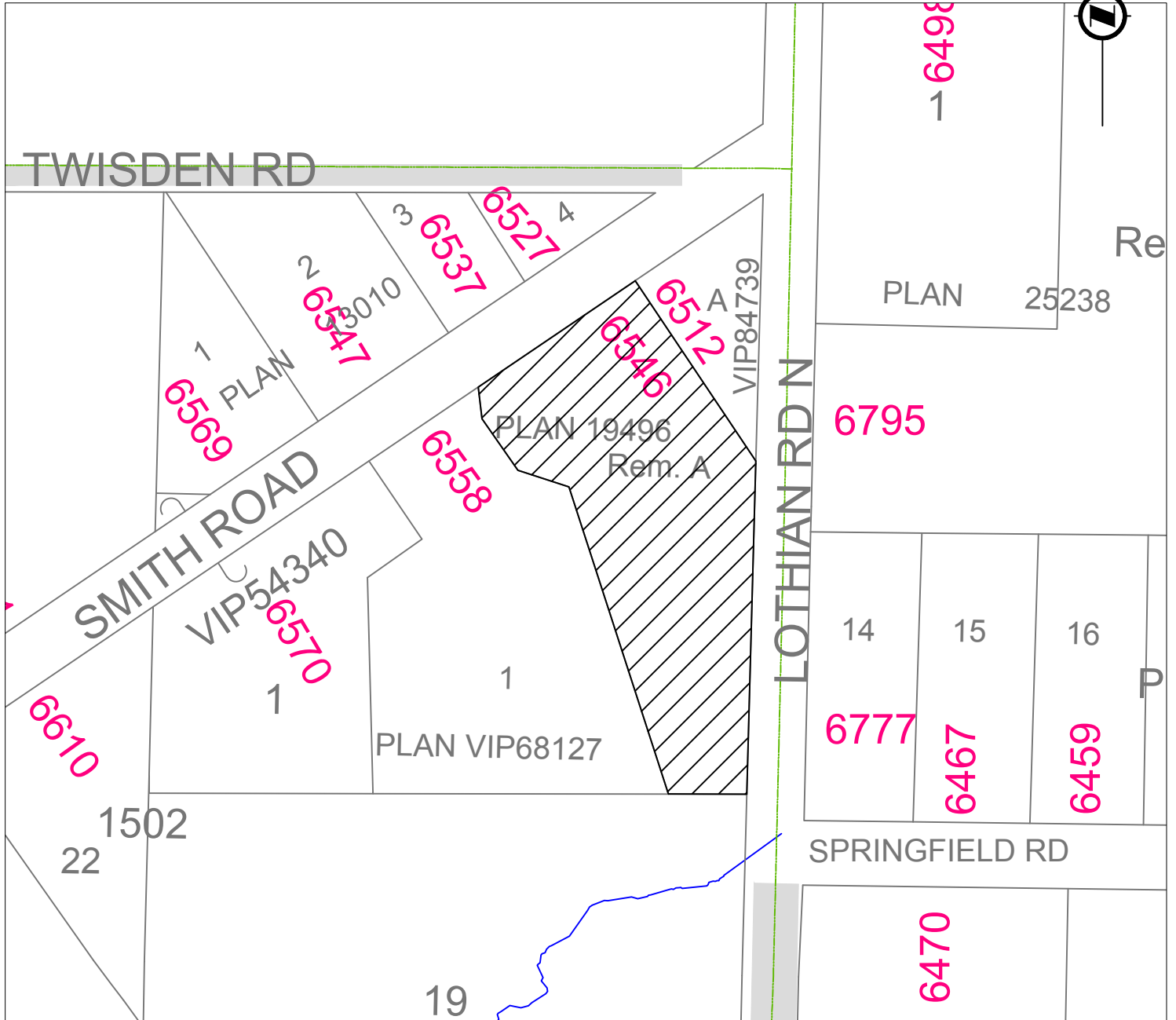
Russell Dyson, CAO

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Chair of the Regional Board

# Schedule 'A'

This schedule is attached to and forms part of Bylaw P1335



Legal Description: LOT A DISTRICT LOT 162 ALBERNI DISTRICT PLAN 19496 EXCEPT PART IN PLAN VIP68127

 To be rezoned from Small Holdings (A1) District to Acreage Residential (RA2) District.





**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**

**BYLAW NO. P1339**

**OFFICIAL ZONING ATLAS AMENDMENT NO. 684**

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 464, 465, 470 and 479 of the *Local Government Act*;

AND WHEREAS an application has been made to rezone a property;

AND WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the Official Zoning Atlas of the Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971:

1. TITLE  
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1339.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 7, DISTRICT LOT 40, ALBERNI DISTRICT, PLAN 7729 from Small Holdings (A1) District to Acreage Residential (RA3) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 24<sup>th</sup> day of February, 2016

Public Hearing held this 5<sup>th</sup> day of April, 2016

Read a second time this    day of    , 2016

Read a third time this    day of    , 2016

Adopted this    day of    , 2016

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Russell Dyson, CAO

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Chair of the Regional Board



**To:** Board of Directors

**From:** Russell Dyson, Chief Administrative Officer

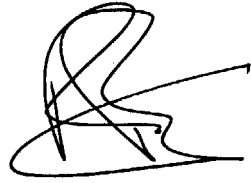
**Date:** April 6, 2016

**Subject:** Staff Report

---

The following is an update on projects that Regional District Administration department are currently working on in addition to daily duties:

- 2016 Budget adopted, public presentations, budget implementation;
- AV Regional Airport Runway Extension - responding to information requests; meetings with license holders; FLNR application, tender process completed;
- AV Regional Airport Preparation of lease lots;
- Salmon Beach Services – Assess water study results; refer to Island Health; road issues;
- Negotiations with regards to various land interests;
- Background work for June 2016 Exercise Coastal Response – Attend planning session, developing local response, meetings with mid-island group;
- Coordinating EOC training for ACRD staff, City of Port Alberni and volunteers;
- Discussions for improved Somass River monitoring;
- Electoral Area Initiatives;
- Continued Woodstove Exchange Program;
- Implementation ESS Services through Canadian Red Cross Society;
- EOC Upgrades, personnel overview and training development;
- Reception Centre planning with the City of Port Alberni;
- Regional Water Supply Study – Sproat Lake;
- Meet Tseshaht to review water supply and infrastructure;
- Amended Sproat Lake Volunteer Fire Department Boundaries to include additional properties in the area;
- Bamfield water supply evaluation;
- Organizing the Shared Services meeting in Port Alberni on April 20<sup>th</sup>;
- Gas Tax funding options;
- Organizing the ACRD's 50<sup>th</sup> Anniversary Celebration on April 27<sup>th</sup>



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



## MEMORANDUM

**TO:** Regional Board of Directors

**FROM:** Mike Irg, Manager of Planning and Development

**DATE:** April 6, 2016

**RE:** **Monthly Activity Report – Planning and Development**

---

2015 Total	2016 Total	APPLICATION
10	2	Rezoning
25	8	Development Permit and Development Variance Permit
4	4	Subdivisions
1	0	Agricultural Land Reserve
1	0	Board of Variance
11	0	Crown Leases
33	3	Bylaw Enforcement
18	5	Miscellaneous
102	22	TOTAL APPLICATION RECEIVED

Hiring a new building inspector.

AVRA long term lease subdivision application to MOTI.

AVRA airport runway expansion project.

Two public hearings held in the last month.

Mike Irg, Manager of Planning and Development

## **MEMORANDUM**

**To:** Russell Dyson, Chief Administrative Officer; and  
Regional Board of Directors

**From:** Mike Irg, Manager of Planning and Development

**Date:** April 6, 2016

**Subject:** Trails on ACRD website

---

At the February 10<sup>th</sup> Board meeting, the Board asked staff to report back on which trails are posted on the ACRD website.

We offer brochures for 7 trails on our website. These trails are either on Crown Land or have agreements in place with the private land owners for public use.

Alberni Inlet Trail Stage 1 Port Alberni to China Creek  
Alberni Inlet Trail Stage 2 China Creek to Franklin River  
Greenmax Anglers' Trail  
Sayachlas t'a saa'mim - Stamp Long River Trail also known as the Anglers Trail  
Maplehurst  
Fossli Park  
Log Train Trail

In addition to the above trails we have the brochure the Alberni Valley Enhancement Association published titled "A Salmonid Tour of the Alberni Valley"

We do not publish trails that invite the public to trespass on private lands without permission.

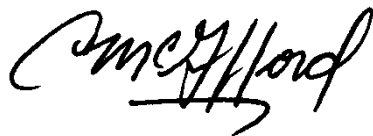
## MEMORANDUM

**To:** Board of Directors  
**From:** Andrew McGifford, CPA, CGA, Acting Manager of Finance  
**Date of Meeting:** April 8, 2016  
**Subject:** Finance Department Staff Report

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In addition to day-to-day activities, the finance department has been working on the following in February and March 2016:

- Completed the 2016 budgeting process including:
  - Drafting the plan with input from staff, volunteers and outside consultants.
  - Presenting the plan to the Board and making the necessary amendments.
  - Attending different community meetings to present the plan and provide an opportunity for input.
  - Distributing the plan to outside organizations that require the information.
- Completed all year end adjusting entries and procedures required to close 2015.
- Currently finishing up the draft of the financial statements for both the Regional District and the Regional Hospital District. Last year the statements were prepared for the first time in house and outside assistance will be required for the preparation of the 2015 statements.
- Assisted the auditor R. Anderson and Associates Inc. in conducting the audit on the 2015 financials. Currently the plan is to present the statements at the April 27th Board of Directors meeting.
- Completed the 2016 parcel tax requisition and the annual property tax requisitions for the Surveyor of Taxes based on approved 2016-2020 Financial Plan.
- Adjusting roles & duties within the Administration and Finance department and training new and current staff on those new roles & duties.



Submitted by: \_\_\_\_\_  
Andrew McGifford, CPA CGA, Acting Manager of Finance

**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of April 7, 2016**

#	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
1.	Jan. 23/13 WC Comm	Explore with the Yuułu?if?ath Government possible participation in the South Long Beach Multi Purpose Bike Path in the future.	Russell	Yuułu?if?ath to respond
2.	July 10 <sup>th</sup> Board	Contact and work with the Nuuchahnulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation.	Reconcil. Committee	In Progress
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 <sup>th</sup> 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.	May 27 <sup>th</sup> Board	Assessment of Tseshaht First Nation water system expansion to Bell & Stuart roads waiting further information from the Tseshaht First Nation.	Russell	TFN Assessing water system
6.	Sept. 16 <sup>th</sup> Special Board	Coastal Response Local Planning Committee to prepare a report outlining a local plan to participate in the June 2016 Coastal Response Exercise.	Russell	Contract to be drafted
7.	Sept. 16 <sup>th</sup> AV & Bamfield Services Comm.	A 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
8.	January 27 <sup>th</sup> Board	Invite the Managed Forest Council to make a presentation to the ACRD Board and provide an update on their mandate.	Wendy	Presenting May 25 <sup>th</sup>
9.	February 10 <sup>th</sup> Board	Organize a workshop regarding the United Nations Declaration on the Rights of Indigenous Peoples and specific local government actions from the Truth and Reconciliation Commission with First Nations leaders with Nuuchahnulth Tribal Council President Deb Foxcroft.	Russell	
10.	February 24 Board	Invite representatives from North Island College to attend a Board of Directors meeting to present NIC's five year strategic plan - NIC Plan2020	Wendy	Done – Presenting May 25 <sup>th</sup>



#	Date	Action Item	Assigned to	Target Date/Update
11.	March 22 <sup>nd</sup> EA Directors Comm.	The Electoral Area Directors Committee directs staff to provide a report for consideration by the Board of Directors allocating \$80,000 to the Cherry Creek Trail, \$40,000 for the Beaver Creek Community Hall playground and \$100,000 for Sproat Lake Community Trails from the 2016 Gas Tax Funding Allocation with the remainder of the funding being used for ACRD owned water systems	Russell	April 13 <sup>th</sup>
12.	March 22 <sup>nd</sup> EA Directors Comm.	Dialogue with the City of Port Alberni to discuss a possible future funding contribution from the Gas Tax Allocation for the Alberni Valley Regional Airport improvements	Russell	Letter sent to the City of PA from Director Banton
13.	March 23 <sup>rd</sup> Board	The Board authorized up to two representatives from the Alberni-Clayoquot Regional District Reconciliation Committee to attend the CVIC Conference, Victoria, April 27-29, 2016	Tracy	Arranging
14.	March 23 <sup>rd</sup> Board	Forward a letter to the Central Westcoast Forest Society supporting their application to the Department of Fisheries and Oceans - Recreational Fisheries Conservation Partnership Program for the English Cove Watershed Restoration Project	Tracy	Done
15.	March 23 <sup>rd</sup> Board	Forward a letter to West Coast General Hospital Site Administrator and copied to Island Health, Ministry of Health and Mr. Kruks acknowledging receipt of Mr. Kruks correspondence, expressing the Regional District and Community's concerns regarding the critical bed shortage at West Coast General Hospital, and requesting statistics on the number of beds being used by seniors waiting for care home placement between January 2015 and March 2016	Wendy	Done
16.	March 23 <sup>rd</sup> Board	Renew support for the Remembrance project by sponsoring an advertisement space in the "Military Service Recognition Book" for the ¼ page (Full Colour) for the amount of \$565.00 including GST – Confirm advertisement	Wendy	Done
17.	March 23 <sup>rd</sup> Board	The Board passed a resolution to enter into the Fire Protection Services Agreement as presented with the District of Tofino for the Tofino Volunteer Fire Department to provide structural firefighting to the Long Beach Airport for a fee of \$1.00 for a one year term - Execute agreement	Wendy	Done

#	Date	Action Item	Assigned to	Target Date/Update
18.	March 23 <sup>rd</sup> Board	The Board extended the contract with Marcie DeWitt, Alberni-Clayoquot Health Network Coordinator for an additional two (2) year term ending February 28, 2018 in the amount of \$80,000.00 per year including GST, travel and expenses – Advise Marcie and extend contract	Wendy	Done
<b>Finance Department</b>				
19.	March 9 Board	Renew UBCM Membership for 2016-2017.	Trisha	In progress
20.	March 9 Board	Create an Emergency Plan 5 year Budget in 2017	Teri	April/May 2016
21.	March 23 <sup>rd</sup> Board	The Board gave third reading and adoption to the '2016 to 2020 Financial Plan Bylaw No. F1125' post on website and forward copies to outside agencies as required	Andrew	Done
22.	March 23 <sup>rd</sup> Board	Forward letters to 2016 Grant-in-aid Applicants advising of the outcome of their 2016 GIA application to the ACRD	Brenda	In Progress
<b>Environmental Services Department</b>				
23.	May 11/11 <sup>th</sup> AV Comm.	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill.	Russell	In progress
24.	June 13/12 <sup>th</sup> 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
25.	Oct. 10/12 <sup>th</sup> 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
26.	Nov. 13 <sup>th</sup> Board	The ACRD Board adopted the ACRD Contractor Safety and Coordination Policy as presented – Implement the Policy & provide copies to all ACRD Contractors.	Russell	In progress
27.	June 10 <sup>th</sup> Board	The Board of Directors adopt the following implementation policy for penalties at the Alberni Valley Landfill: <ul style="list-style-type: none"> <li>• Commencing January 1, 2016, a surcharge of 50% of the current tipping fee for loads containing more than 10% of corrugated cardboard;</li> <li>• Commencing July 1, 2016 a surcharge of 100% of the current tipping fee for loads containing more than 5% of corrugated cardboard</li> <li>• Update ACRD policy book etc.</li> </ul>	Janice/ Andrew	Site visit complete preparing procedures and practices

#	Date	Action Item	Assigned to	Target Date/Update
28.	Aug. 12 <sup>th</sup> 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
29.	Sept. 9 <sup>th</sup> 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
30.	March 16 <sup>th</sup> Special Board	The Board of Directors directed staff to complete waste reduction strategies as presented in the March 16 <sup>th</sup> Report at a cost of \$95,000	Andrew/ Janice	Done – Undertaking
31.	March 23 <sup>rd</sup> Board	The Board of Directors passed a resolution to submit a funding application to the British Columbia Air Access Program (BCAAP) for Airfield Lighting for the Alberni Valley Regional Airport for a total project value of \$1,458,430 which can be submitted as a one year project or as a multi-year project requesting \$966,575 in the first year and \$509,105 in the second year – prepare application	Janice/ Mark	Complete – April 8th
32.	March 23 <sup>rd</sup> Board	The Board passed a resolution to submit an application for funding through Bike BC on behalf of Cherry Creek Community Parks service – submit application	Janice	Done
33.	March 30 <sup>th</sup> Special Board	The Board of Directors awarded the tender for the Alberni Valley Regional Airport Runway 30 Extension project to Bowerman Excavating Ltd. for a total contract price for Part A and Part B (provisional) for \$4,155,339.08 (including GST) – Advise TetraTech to enter into contract with Bowerman Excavating & proceed with the project	Mark/ Janice	Tetra Tech, M. Fortune working with Contractor – Contract & timelines
<b>Planning Department</b>				
34.	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
35.	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 & provide a recommendation, following consultation with the Society, on the role of the ACRD.	Mike	Contacted Hall Society – Society working on options

#	Date	Action Item	Assigned to	Target Date/Update
36.	May 27 <sup>th</sup> 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
37.	May 27 <sup>th</sup> 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
38.	May 27 <sup>th</sup> 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"> <li>1. All structures to meet BC Building Code;</li> <li>2. "Use at own risk" signage is provided;</li> <li>3. Material and construction costs are not from public funds;</li> <li>4. Future Maintenance and Inspection to be performed by ACRD;</li> </ol> As outlined in the staff report dated November 20, 2014 – Proceed with the project.	Luc	In progress
39.	May 27 <sup>th</sup> 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
40.	February 10 <sup>th</sup> Board	Staff to investigate China Creek Marina and Campsite lease and road upgrades.	Mike/ Wendy	March 31
41.	February 10 <sup>th</sup> Board	Staff report to the Board what trail maps the ACRD provides on the ACRD Website	Mike	April 13 <sup>th</sup> Board
42.	March 23 <sup>rd</sup> Board	Proposed Management approaches for Marbled Murrelet and Northern Goshawk - the Board of Directors passed a resolution to provide a letter to the Ministry of Forests, Lands and Natural Resource Operations regarding the proposed management approaches for the Marbled Murrelet (MAMU) & Northern Goshawk (NOGO) indicating concern with the current proposal which will exhaust all conservation efforts on Crown land without enforcement on private lands, and to request that a socio-economic analysis be conducted of impact to crown land forest tenure holders – Draft letter	Mike	Done

Issued: April 7, 2016



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**NEWS RELEASE**

**For Immediate Release  
April 1, 2016**

**Alberni-Clayoquot Regional District/  
Tla-o-qui-aht First Nations**

**Port Alberni, BC.** -- The Alberni Clayoquot Regional District (ACRD) is pleased to announce that it has signed a Memorandum of Understanding with the Tla-o-qui-aht First Nations (TFN) that will see the completion of a detailed business plan, preliminary design and construction cost estimate for a recreation facility on the West Coast. The plan and design will be used by the West Coast Multiplex Society to fundraise capital costs for the facility's construction. While the availability of operational funding is in place, through the West Coast Multiplex Service Area bylaw adopted by the ACRD Board of Directors in 2012, the business plan will determine the project's viability. The location of the facility, near the Long Beach Airport, has been confirmed.

As part of the MOU, the ACRD and Tla-o-qui-aht First Nations will pursue a collaborative relationship to discuss economic, cultural and other benefits that the Multiplex might provide the region's residents, and how Tla-o-qui-aht First Nations could work with the ACRD to develop and deliver programs at the facility.

"This is the first MOU of this nature that the ACRD has signed with a First Nation, and it's a very important step forward in building a mutually beneficial relationship with Tla-o-qui-aht First Nations," said ACRD Chairperson and Tofino Mayor Josie Osborne.

"Tla-o-qui-aht has a strong vision of participating in economic opportunities within their traditional territories," said TFN Deputy Chief Councillor Elmer Frank, "TFN is strongly committed to improving access to recreational facilities for both their members and the ACRD area."

Funding in the amount of \$100,000 has been secured to support this MOU from Indigenous and Northern Affairs Canada, via the Tla-o-qui-aht First Nations. This complements the \$106,916 that the ACRD has contributed to the project's development since 2008. The ACRD will administer the MOU funding and, with assistance from TFN and the West Coast Multiplex Society, oversee the development of the business plan and preliminary design.

"The business plan and design are critical pieces of information," said Ucluelet Mayor Dianne St. Jacques. "They provide the detailed information needed to fundraise for the building, and to understand the operational costs and overall viability of the facility."

"We are very excited about the MOU," said West Coast Multiplex Society Chair Samantha Hackett, "It is a big breakthrough for the Society and helps us immensely in our planning and fundraising."

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**OPEN HOUSE**  
**Please join us to**  
**celebrate our**

**5** **th**



**Anniversary**  
**3-5 pm April 27**  
**ACRD Board Room**  
**3008 5th Ave, Port Alberni**  
**light refreshments served**