



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 22, 2016, 1:30 pm

Harold Bishop Fire Hall, 7667 Pacific Rim Highway, Port Alberni, BC

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u>	
<i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u>	
<i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – June 8, 2016	6-11
<i>THAT the minutes of the Board of Directors meeting held on June 8, 2016 be adopted.</i>	
b. West Coast Committee – June 15, 2016	12-15
<i>THAT the minutes of the West Coast Committee meeting held on June 15, 2016 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. S/Sgt. Dave Paddock, Officer In Charge, Port Alberni Detachment, RCMP regarding the Port Alberni RCMP Report for May 2016.	16-17
b. Presentation of signed petition “Stop! The Stuart Avenue Trail”, residents of the Stuart Avenue/Bell Road neighbourhood	
<ul style="list-style-type: none">• Larry Ransom• Diana Gunderson• Steve & Shelley Albaya• Marie Cooper• Randy Didier	
c. Anne Collins, Sproat Lake resident, regarding Thank you, Stuart Road/Seaton Park Trail.	

6. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR REGIONAL DISTRICT INPUT** **18-28**
Canadian Union of Postal Workers, June 6, 2016, regarding request for the Alberni-Clayoquot Regional District to send input for the Canada Post Review.

(Board Direction Requested.)

7. CORRESPONDENCE FOR INFORMATION

- a. **ISLAND COASTAL ECONOMIC TRUST** **29-30**
Educational Tourism will Bring Year-Round Opportunities to the West Coast of the Island
ICET Celebrates a Decade of Growth and Regional Diversification **31-33**
- b. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Fire Safety Act **34-35**
Call for Nominations for UBCM Executive **36-46**
Process for meetings with Cabinet Ministers at UBCM **47**
- c. **MUNICIPAL INSURANCE ASSOCIATION OF BC** **48-59**
The MIABC's Story
- d. **MINISTRY OF JOBS, TOURISM AND SKILL TRAINING AND MINISTER RESPONSIBLE FOR LABOUR** **60-64**
Further Update on Arrival of Syrian Refugees to our Province
- e. **MINISTRY OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT** **65-82**
Summary of Local Government Engagement of the CLT's Recommendations
- f. **UNITED STEELWORKERS DISTRICT 3 WESTERN PROVINCES AND TERRITORIES** **83-88**
Copy of letters regarding Lobbying for an End to Old Growth Logging in the Walbran Area of TFL46 and Other Areas of Vancouver Island

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

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **89-122**
Alberni-Clayoquot Regional District 2015 Statement of Financial Information

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2015 Statement of Financial Information (SOFI) for the Alberni-Clayoquot Regional District including all of the statements and schedules.

- b. **REQUEST FOR DECISION** **123-142**
Alberni-Clayoquot Regional Hospital District 2015 Statement of Financial Information

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2015 Statement of Financial Information (SOFI) for the Alberni-Clayoquot Regional Hospital District including all of the statements and schedules.

- c. **REQUEST FOR DECISION** **143-156**
Agriculture Plan Implementation Contract – Phase Three

THAT the Regional Board award a contract to Eden Tree Farm and Gardening to provide agricultural support services until December 31, 2016 with the cost of the contract not to exceed \$20,000.

- d. **REQUEST FOR DECISION** **157-161**
Long Beach Airport (CYAZ) – Lease Lot Appraisals

THAT the Alberni-Clayoquot Regional District Board of Directors engage Pacific Rim Appraisals perform the current market appraisals of the rates for all leased properties at the Long Beach Airport for a cost of \$5,400 plus GST.

- e. **REQUEST FOR DECISION** **162-165**
Vending Machine Agreement – LBA Terminal Building

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Vending Machine Agreement with Bob Boucher to supply vending services at the Long Beach Airport Terminal building for a rental fee of fifty (\$50) per month for a two (2) year term.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVD16006, DANELIUK, LOT 364 CLAYOQUOT DISTRICT** **166-171**
Development Variance Application – Report

THAT the Board of Directors consider issuing development variance permit DVD16006 subject to restrictive covenant being placed on the property restricting tree removal as shown on the attached map.

9.2 ALL DIRECTORS

- a. **PROPOSED CELL TOWER, TELUS FILE BC0304, MT. OZZARD, SOUTH LONG BEACH** **172-186**
Request for Decision

THAT the Board of Directors direct staff to issue a Letter of Land Use Concurrence for TELUS File "BC0304 – Mount Ozzard" noting that the ACRD supports the cell tower location.

10. REPORTS

10.1 STAFF REPORTS

- | | | |
|----|--|----------------|
| a. | Staff Action Items Report – June 17, 2016 | 187-192 |
| b. | Meeting Schedule – July 2016 | 193 |
| c. | Building Inspector's Report – May 2016 | 194 |
| d. | Financial Statements – May 31, 2016 | 195-196 |
| e. | CYAZ Lighting Project Update – June 16, 2016 | 197 |

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

10.2 COMMITTEE REPORTS

- a. Reconciliation Workshop held June 20, 2016 (verbal) – J. Osborne

THAT this verbal report be received.

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb
- b. Vancouver Island Regional Library - L. Banton
- c. Central West Coast Forest Society – T. Bennett
- d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne
- e. Alberni Valley Chamber of Commerce – Jack McLeman
- f. Coastal Community Network – T. Bennett/D. St. Jacques
- g. West Island Woodlands Advisory Group –L. Banton
- h. Island Coastal Economic Trust – J. Osborne
- i. Air Quality Council, Port Alberni – J. McNabb
- j. West Coast Aquatic Board – T. Bennett/K. Wyton
- k. Association of Vancouver Island & Coastal Communities – P. Cote
- l. Beaver Creek Water Advisory Committee – J. McNabb

- m. Other Reports
 - Sproat Lake Parks Commission Meeting Minutes of May 12, 2016 **198-199**
– P. Cote

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN CAMERA

Motion to close the meeting to discuss matters relating to:

i. Labour or other employee relations.

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

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



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, JUNE 8, 2016, 1:30 PM

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

DIRECTORS

Josie Osborne, Chairperson, District of Tofino

PRESENT:

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

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

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

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

Lindsay Rogers, Alternate Director, Electoral Area "F" (Cherry Creek)

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

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

Dianne St. Jacques, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułu?it?ath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)

REGRETS:

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

STAFF PRESENT:

Teri Fong, Manager of Finance

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 McNabb

SECONDED: Director Ruttan

THAT the agenda be approved as circulated with the addition of three late submissions with regards to development variance application DVE16005.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

6

a. Board of Directors Meeting – May 25, 2016

MOVED: Director Cootes
SECONDED: Director McCarthy

THAT the minutes of the Board of Directors meeting held on May 25, 2016 be adopted.

CARRIED

b. Special Board of Directors Meeting – May 25, 2016

MOVED: Director McCarthy
SECONDED: Director McNabb

THAT the minutes of the Special Board of Directors meeting held on May 25, 2016 be adopted.

CARRIED

c. West Coast Committee Meeting – May 31, 2016

MOVED: Director St. Jacques
SECONDED: Director McCarthy

THAT the minutes of the West Coast Committee meeting held on May 31, 2016 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE FOR ACTION

- a. Correspondence dated May 26, 2016 from the Alpine Club of Canada regarding a request for a letter of support for their proposal to build a new Alpine Hut on 5040 peak.**

MOVED: Director McNabb
SECONDED: Director Cootes

THAT the ACRD Board of Directors provide a letter of support for Alpine Canada's proposal to build a new Alpine Hut on the West Ridge of 5040 Peak.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. MINISTRY OF TRANSPORT**
Update on Activities Related to the Ports Asset Transfer Program

- b. PREMIER CHRISTY CLARK**
Process for Requesting Meeting with Premier Christy Clark at UBCM

- c. C3 ALLIANCE CORPORATION RESOURCE BREAFAST SERIES**
Invitation to attend 3rd Annual Resource Breakfast Series, September 27-30, 2016, Victoria, BC during the UBCM Annual Convention

MOVED: Director Bennett
SECONDED: Director St. Jacques

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. Request for Decision regarding Finance Warrant No. 565.**

MOVED: Director Kokura
SECONDED: Director Bennett

THAT the Board of Directors approves Finance Warrant Number 565 in the amount of \$663,647.60 dated May 31, 2016.

CARRIED

- b. Request for Decision regarding June 22nd – Committee-of-the-Whole Meeting and Regular Board of Directors Meeting Location Change.**

MOVED: Director Bennett
SECONDED: Director Jack

THAT the ACRD Board of Directors approve the itinerary as presented for June 22, 2016 which includes the following:

- i. Scheduling a Committee-of-the-Whole meeting at 11:30 am, Harold Bishop Fire Hall to meet with representatives of the BC Wildfire Service to discuss the 2015 Dog Mountain fire and plans/resources for the 2016 wildfire season in the region, and;*

- ii. Changing the location of the Regular Board of Directors meeting at 1:30 pm to the Harold Bishop Fire Hall, 7667 Pacific Rim Highway, Sproat Lake, BC.*

CARRIED

- c. Request for Decision regarding Boulton Spice Lease at Long Beach Airport.**

MOVED: Director St. Jacques
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors renew Boulton Spice's lease agreement for a three (3) year term to operate a spice blending business in exchange for repairs and upgrades to the Weather Station building.

CARRIED

d. Request for Decision regarding Long Beach Airport Branding and Marketing Contract.

MOVED: Director Bennett
SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional District Board of Directors award the Long Beach Airport Branding and Marketing contract to Primal Communications for a contract price of \$13,200, plus GST.

CARRIED

e. Request for Decision regarding Canada 150 Community Infrastructure Program Grant Application.

MOVED: Director Kokura
SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors submit an application to the Canada 150 Community Infrastructure Program to fund upgrades to the Cherry Creek Trail.

CARRIED

9. PLANNING MATTERS

a. DVE16005, MESIC, PARCEL D, ARVAY ROAD
Development Variance Application – Memorandum and Permit

MOVED: Director McNabb
SECONDED: Director Cote

THAT the ACRD Board of Directors receive the three late submissions regarding development variance application DVE16005.

CARRIED

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors issue development variance permit DVE16005.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report – June 2, 2016**
- b. Planning and Development Report – June 2, 2016**
- c. Financial Manager Report – June 1, 2016**
- d. Staff Action Items Report – June 3, 2016**

*MOVED: Director Kokura
SECONDED: Director Bennett*

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

CARRIED

10.2 COMMITTEE REPORTS

10.3 OTHER REPORTS

- a. West Coast Aquatic**
Draft Minutes from West Coast Aquatic Meeting of May 5, 2016

*MOVED: Director Bennett
SECONDED: Director Cootes*

THAT the Board of Directors receive this report.

CARRIED

- b. Clayoquot Biosphere Trust**
2015 Annual Report

*MOVED: Director Bennett
SECONDED: Director McCarthy*

THAT the Board of Directors receive this report.

CARRIED

- c. Salmon Beach**
Salmon Beach Property Taxes – Where Does My Money Go?

*MOVED: Director Bennett
SECONDED: Director Kokura*

THAT the Board of Directors receive this report.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. ADJOURN

*MOVED: Director Jack
SECONDED: Director Cootes*

THAT this meeting be adjourned at 1:44 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer

Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING

HELD ON WEDNESDAY, JUNE 15, 2016, 10:30 AM

Ucluelet Community Centre, Activity Room 1, 500 Matterson Drive, Ucluelet, BC

- MEMBERS PRESENT:** Dianne St. Jacques, Chairperson, Mayor, District of Ucluelet
Josie Osborne, Mayor, District of Tofino
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Alan McCarthy, Member of Legislature, Yuułuꞵiꞵatꞵ Government
- REGRETS:** Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)
- OTHERS PRESENT:** Jackie Godfrey, Asset Manager, Pacific Rim National Park
Karen Haugen, Superintendent, Pacific Rim National Park
- STAFF PRESENT:** Andrew McGifford, CPA, CGA, Manager of Environmental Services
Mike Irg, Manager of Planning & Development
Wendy Thomson, Manager of Administrative Services
Mark Fortune, Airport Superintendent

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:30 am.

The Chairperson recognized the meeting is being held in the Yuułuꞵiꞵatꞵ Government Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **West Coast Committee Meeting – Tuesday, May 31, 2016.**

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the minutes of the West Coast Committee Meeting held on Tuesday, May 31, 2016 be received.

CARRIED

4. DELEGATION

- a. Karen Haugen, Superintendent, Jackie Godfrey, Asset Manager, Pacific Rim National Park Reserve regarding update on the Traverse Trail, Pacific Rim National Park.**

J. Godfrey & K. Haugen provided an update on the Traverse Trail Park project and the proposed route. The next stage of the project will be to investigate view point options on the trail and access points. Long term maintenance and safety of the trail were discussed. The ribbon cutting for the Traverse Trail Project is planned for the spring of 2018.

5. REPORTS

- a. Long Beach Airport-Current Leases – A. McGifford**

A. McGifford spoke to the report regarding current leases at the Long Beach Airport.

- b. Land Use/Zoning Constraints at YAZ – M. Irg**

M. Irg provided background information on the Long Beach Airport and circulated a land use map of the Airport. He spoke to the various use requests the Regional District has received for leasable areas at the Airport, including several non-airport related uses. The Committee reviewed the map provided and discussed rezoning and airport uses. There was discussion regarding the need to generate revenue at the Airport to assist in subsidizing the Airport.

- c. Airport Update – M. Fortune**

- i. Landing Lights**

M. Fortune reported the Airport lighting project is going well. The project is approximately 60 percent complete. They are looking at a completion date of late July or early August 2016.

- ii. Runway Strip Upgrade**

M. Fortune reported the Regional District has received verbal confirmation from Transport Canada that we have met the requirements to increase our primary runway reference code from None Instrument to None precision approach status.

- iii. GPS Review with Nav Canada**

M. Fortune reported that a new GPS approach is being designed by NAV Canada to reflect the new runway None Precision approach status. Commissioning of the new GPS approaches is expected within 18 months.

iv. Emergency Services Aircraft Emergency Response Awareness Training

M. Fortune reported the Regional District is conducting aircraft emergency response awareness training on June 18 & 19 at the Ucluelet Fire Hall for the Tofino/Ucluelet Fire departments servicing the Long Beach Airport. A few seats have also been made available for the Sproat Lake Volunteer Fire Department.

M. Fortune provided an update on other activities at the Long Beach Airport. A request has been received from a sky diving company wanting to operate out of the Airport.

d. Branding and Marketing Plan – Next Steps – M. Fortune

M. Fortune reported that the contract has been awarded and the branding and marketing plan will start on July 3rd.

MOVED: Director Bennett
SECONDED: Director McCarthy

THAT the West Coast Committee receive reports a-d.

CARRIED

Parks Canada representatives left the meeting at 12:01 pm.

6. REQUEST FOR DECISIONS & BYLAWS

a. REQUEST FOR DECISION

Long Beach Airport (CYAZ)-Lease Lot Appraisals

MOVED: Director Bennett
SECONDED: Director Osborne

THAT the West Coast Committee recommend to the Alberni-Clayoquot Board of Directors engage Pacific Rim Appraisals perform the current market appraisals of the rates for all leased properties at the Long Beach Airport for a cost of \$5,400 plus GST.

CARRIED

b. REQUEST FOR DECISION

Vending Machine Agreement-LBA Terminal Building

MOVED: Director Bennett
SECONDED: Director Osborne

THAT the West Coast Committee recommend the Alberni-Clayoquot Regional District Board of Directors enter into a Vending Machine Agreement with Bob Boucher to supply vending services at the Long Beach Airport Terminal building for a rental fee of fifty (\$50) per month for a two (2) year term.

CARRIED

7. LATE BUSINESS

8. IN-CAMERA

MOVED: Director St. Jacques
SECONDED: Director Osborne

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.*

The meeting was closed to the public at 12:04 pm.

The meeting was re-opened to the public at 12:16 pm.

9. RECOMMENDATIONS FROM IN CAMERA

10. ADJOURN

MOVED: Director Bennett
SECONDED: Director McCarthy

THAT this meeting be adjourned 12:16 pm.

CARRIED

Certified Correct:

Dianne St. Jacques,
Chairperson

Wendy Thomson,
Manager, Administrative Services



PORT ALBERNI RCMP DETACHMENT MONTHLY REPORT



This report represents the policing activities undertaken by the Port Alberni RCMP Detachment during May 2016. I have included an update on policing activities thus far in 2016 and a comparator to previous years.

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

- Officers received and responded to 1063 calls for service, of these 893 were in the City of Port Alberni.
- There was a spike in thefts in May. Messaging has gone out to the public to Lock It or Loose It.
- May saw the first bike patrol with the Number 7 Challenge- Race the Train event.
- Members of the Port Alberni Detachment teamed up with members of Central Island Traffic Services to run a traffic blitz in the area of Taylor Flats on the May Long weekend.

The focus of the Port Alberni RCMP's 2016/17 Annual Performance Plan is:

- **Traffic- Road Safety:** Increase Provincial Stats, both tickets and warnings. Reduction of Impaired drivers on the roads through criminal code charges and Immediate Roadside Prohibitions. This will include dedicated traffic enforcement, joint enforcement with CITS and IRSU and the use of Speed Watch volunteers.
- **Property Crime:** Reduction in the number of theft complaints through intelligence gathering as well as foot patrols of high crime areas, joint enforcement projects and the use of COP volunteers.
- **Crime Reduction/ Offender Management:** This includes the re-establishment of the Prolific Offender Program as well as the continued use of compliance checks and curfew checks.
- **Aboriginal Policing:** This includes traffic safety and enforcement on the First Nations, greater visibility at community events and meetings and a focus on First Nation Youth through prevention programs and involvement in schools and at youth events.

Respectfully,
S/Sgt. Dave Paddock
Acting OIC Port Alberni Detachment

Detailed Crime - 2016 Year Review

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Assault	64	37	33	38	55								227
Relationship Violence	16	8	14	19	25								82
Thefts	87	89	59	57	83								375
Break and enter	17	14	15	21	22								89
Mischief	74	56	56	59	57								302
Drugs	13	15	30	21	23								102
Provincial Traffic	57	67	83	86	97								390
Criminal Code Traffic	18	19	21	30	29								117
Motor Vehicle Incident	14	24	27	28	31								124
Calls for Service	902	786	928	930	1063								4609

8 Year Comparison

	2008	2009	2010	2011	2012	2013	2014	2015	Total
Assault	766	728	628	616	622	512	551	567	4990
Relationship Violence	222	175	158	112	140	87	101	146	1141
Thefts	1508	1288	1159	1077	1124	961	962	955	9034
Break and enter	450	325	298	359	251	287	288	279	2537
Mischief	738	679	538	555	582	583	544	701	4920
Drugs	445	323	257	372	329	331	304	261	2622
Provincial Traffic	1212	1199	1211	1150	1042	1112	1090	1223	9239
Criminal Code Traffic	373	359	398	374	354	294	285	348	2785
Motor Vehicle Incident	518	484	406	364	389	360	366	374	3261
Calls for Service	14340	12848	12077	12429	11790	11591	11698	11791	98564

2008 – 2015 Average

Assault	623
Relationship Violence	142
Thefts	1129
Break and enter	317
Mischief	615
Drugs	327
Provincial Traffic	1154
Criminal Code Traffic	348
Motor Vehicle Incidents	407
Calls for Service	12320

June 6, 2016

Josie Osbourne
Chair
Regional District of Alberni-Clayoquot
3008 5th Ave
Port Alberni, BC V9Y 2E3



Josie Osbourne,

Re: Federal government reviewing our public postal service - Have your say!

I am writing to let you know that the federal government is conducting a review of Canada Post. It says that everything but postal privatization is on the table. This means daily mail delivery, restoring home delivery, postage rates, the moratorium on post office closures and more.

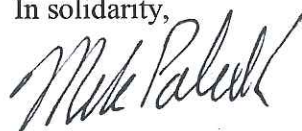
The review will have two phases. The government has appointed an independent task force to collect input from Canadians, do research, gather facts and identify options for the future of our postal service by September 2016. Following this, a parliamentary committee will consult with Canadians on the options identified by the task force and make recommendations to the government by year's end. The government expects to announce its decisions about Canada Post in the spring of 2017. For more information, go to CUPW.ca/canadapostreview and Canada.ca/canadapostreview

While CUPW welcomes the opportunity to look at the future of our public postal service, we have a number of concerns about the review. The review's first phase – the part that determines the options that will be examined – is being held over the summer. As well, there has been very little information and advertising about the review, except in social media. We are concerned people will not learn about the review until it's too late.

CUPW would like to ensure that the views of municipalities are considered. Therefore, we would like you, if at all possible, to provide input to the Canada Post Review. We have attached a resolution for your consideration, information on providing input and some fact sheets on key issues.

Thank you very much for considering our request. There's a lot at stake and we appreciate anything you can do to help. We would also like to take this opportunity to express our gratitude to the many municipalities that supported our campaign to stop the cuts that Canada Post announced in December 2013, including the end of home mail delivery. We had a major victory when Canada Post announced a temporary hold on its plan to eliminate door-to-door delivery. CUPW is confident that we can build on this success and convince the Canada Post Review to recommend against further cuts in favour of new services that generate revenues and allow us to build a universal, affordable and green public postal system for future generations.

In solidarity,



Mike Palecek
National President

c.c. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists, Campaign Co-ordinators, Negotiators, CUPW locals





A bank for everyone

Support Postal Banking

Postal banking is the provision of financial and banking services through a post office. It is not a new or radical idea. Postal banks already exist in many parts of the world where they are used to:

- increase financial inclusion
- promote economic development
- and generate revenue to preserve public postal service and jobs

In fact, our post office used to have a national savings bank – up until 1969 – and there is no reason we shouldn't have one today.



Why do we need postal banking?

- 1** Banks are failing to meet the needs of a growing number of Canadians. Thousands of towns and villages across our country do not have a bank. But many of them have a post office that could provide access to financial and banking services.
- 2** Nearly two million Canadians in urban and rural areas desperately need an alternative to predatory payday lenders. A postal bank could be that alternative.

- 3** Canadian banks have raked in enormous profits while cutting service, closing branches and charging some of the highest banking and ATM fees in the world. We deserve better.
- 4** Post administrations around the world, including Canada Post, have seen traditional mail volumes decline in recent years. Many post offices have added or expanded financial services in order to lessen their dependence on declining mail volumes and revenues. Postal banking could help Canada Post make money and increase its ability to provide public postal service and create decent jobs in communities throughout Canada.

Postal banking is lucrative!

New Zealand: Kiwibank generated 81% of New Zealand Post's after tax profits.

Switzerland: PostFinance produced 48% of Swiss Post's operating profits.

Italy: BancoPosta profits allowed the Italian post office to make 57 million Euros in profits (\$86.1 million CAD) in spite of losses incurred by its postal business.

France: La Banque Postale's operating profits of 842 million Euros (\$1271.6 million CAD) made a significant contribution to Le Group La Poste's operating profits of 719 million Euros (\$1085.8 million CAD).

Sources: New Zealand Post, Swiss Post, Poste Italiane and Le Group La Poste, 2014

Postal banking has social & economic benefits

France: Banque Postale has an obligation to provide products and services to as many people as possible. It provides a Livret A or passbook savings account, at no charge, to anyone who requests it. It also provides banking services to the financially vulnerable and financing for social housing, voluntary organizations and microentrepreneurs lacking bank credit.



Brazil: Since its creation in 2002, Banco Postal at Brazil's post office has opened over 6,200 postal bank branches and provided bank accounts to about ten million people. These efforts are largely designed to meet the needs of poor and marginalized populations living in rural and underdeveloped areas.



Italy: BancoPosta offers current accounts, payment services and postal savings products on behalf of Cassa depositi e prestiti (CDP). The CDP, which is 80% owned by the Italian government, supports the development of the country

Posteitaliane

by financing the investments of public entities, helping local authorities leverage their real estate assets, investing in social housing, and supporting energy efficiency policies.

We had a postal bank

Canada had postal banking for over a hundred years. The federal government passed legislation establishing a post office savings bank system just after Confederation in 1867 in order to provide a savings service to the working classes and small town residents. This system began operating in 1868 with 81 locations and grew quickly. By 1884, there were 343 post office savings banks, with a balance of \$13 million from almost 67,000 accounts. However, Canada's postal banking system confronted challenges from chartered banks by the 1890s. These banks, facing a recession, became interested in attracting the kind of small-time depositors who used post office savings





*Nearly two million Canadians
in urban and rural areas
desperately need an alternative
to predatory payday lenders.
We deserve better.*

banks and they actively worked to undermine postal banking. In 1898, the chartered banks successfully lobbied the government to reduce the interest rate paid on deposits at postal savings banks from 3% to 2.5%. They also worked to eliminate advertising by postal banks. As time went on, chartered banks and credit unions increased their presence in communities and the post office and government became less interested in maintaining the network. The post office savings bank system was closed down in 1969.

Support for postal banking

Municipalities: Over 600 municipalities have passed resolutions that support postal banking.

Public: Almost two out of every three respondents (63%) to a 2013 Stratcom poll supported Canada Post expanding revenue-generating services, including financial services like bill payments, insurance and banking.

Canada Post: A number of former Canada Post presidents have considered and even promoted the notion of the corporation getting more involved in financial services: Michael Warren, Andre Ouellet, Moya Greene.

Universal Postal Union: The UPU, a United Nations agency, thinks post offices should be looking at expanding financial services. It has produced a global roadmap for the future. This roadmap calls for the continued development of postal networks along three dimensions – physical, financial and digital/electronic.

Federal parties: Most federal parties have expressed either support for or an interest in postal banking. In 2014, the Liberal Party postal critic said the merits of postal banking should be explored in the context of several different options for the future of Canada Post.



Canada Post's secret postal banking study

Canada Post conducted a secret four-year study on postal banking that indicates that adding this service "would be a win-win strategy" for the corporation. This study was obtained through an Access to Information (ATI) request. Unfortunately, 701 of the study's 811 pages were redacted. CUPW has asked Canada Post's President to release the full report, but he has refused.

What would a postal bank look like?

There are many different models of postal banking. Some postal administrations set up their own bank. Others act as a financial intermediary by providing services in partnership with banking and other financial institutions, such as credit unions. In this instance, they work with one or a number of institutions, which operate nationally or in different regions. Some postal banks deliver a broad range of financial services, while others provide a more limited offering.

Services provided by postal banks:

- Savings and checking accounts
- Online banking
- Bank machines
- Credit cards, debit cards, pre-paid cards
- Money transfers, including remittances
- Insurance (home, auto, travel, etc.)
- Loans and mortgages
- Investment products (RRSPs, mutual funds, annuities)
- Foreign currency
- Other services such as financial counselling

Government review of Canada Post

CUPW wants the government review of Canada Post to recommend the addition of financial and banking services at Canada Post, or at a minimum, a task force to determine how to deliver new financial and banking services through our postal service.

Please consider making this recommendation to the review.

For more information:

A postal bank for everyone – Support Postal Banking
www.cupw.ca/PostalBanking

Why Canada Needs Postal Banking
<https://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

The Banks Have Failed Us: Postal Banking To The Rescue
<http://www.cupw.ca/postal-banking-rescue>

Rural Canada is underserved by financial services: Why post offices need to offer banking services
http://cpaa-acmpa.ca/pub/files/banking_services_SEPT23Eng.pdf

Banking on a future for posts
<http://www.cupw.ca/campaign/resources/banking-future-posts>





A Canada Post for Everyone



Our Postal Service is Under Review: What's In It For You?

The federal government says it wants to ensure that “Canadians receive quality postal services at a reasonable price.”

It's asking Canadians for our input. So, how do you think our national postal service should change with the times?

High Quality Service to Meet Our Changing Needs.

People everywhere are sending fewer letters through the mail, which has affected the revenues of post offices around the world. Some postal systems have raised prices or cut services and jobs, as Canada Post did when the Conservatives were in power.

But post offices in many other countries have expanded their services and branched out into new avenues in order to make more money.

It's time for Canada Post to make full use of its presence in every community and add new revenue-generating services. Here are a few options to think about:

Why Not Get More At The Counter?

With 6,300 outlets, Canada Post has the largest retail network in the country. It could be doing a lot more with this network.

Get Your Documents:

Canada Post already processes passport applications and issues fishing and hunting licenses. It could also accept identity card applications, provide identity authentication services, register voters, certify documents, issue permits and much, much more.

Canada Post could also process payments and cheques for federal and provincial governments, and offer government services in places that don't have any.

Get a Bank for Everyone:

Canada Post used to and could still provide financial and banking services like other post offices around the world. We could provide savings and chequing accounts; bank machines; lines of credit, mortgages, money transfers, etc.

Postal banking is profitable in many parts of the world and could reinvest its profits back into our communities. See CUPW's A Bank for Everyone campaign and go to cupw.ca/PostalBanking.

Get Display Space:

Canada Post's retail space could be better used in many locations. Why not rent display space to artists and producers for showcasing their specialty goods for fixed lengths of time? Showcase “Canadiana”? Or help on-line sales of products through a website portal like the Swiss post office?

Why Not Get Better Cell, Internet and Secure Data Service?

Canadians want simple, affordable internet and cell phone service. Canada Post could offer basic cell phone packages. It could also use its infrastructure to provide high-speed internet in rural and remote areas that do not have access to this service. Many post offices in Europe, such as the UK, Italy and France, already offer internet and cell service.

Canada Post could also collect data quickly and frequently for ethical use in transportation, infrastructure and public planning.

Why Not Get More at the Door?

With the largest delivery network in the country, Canada Post could deliver a lot more.

Get More Parcels:

The parcel delivery sector is growing rapidly as a result of e-commerce and internet marketing. It doesn't make sense to have multiple courier companies driving down the same streets every day to deliver parcels.

Canada Post could provide last mile delivery for the entire sector. This would lower prices and be good for the environment because it would reduce our use of fossil fuels, and cut pollution and traffic congestion.

Canada Post already provides last mile for FedEx in rural and small communities.

Get Your Groceries:

Canada Post could partner with large grocery stores to offer home delivery across the country like the Swiss and Danish post offices.

Remember, It's A Canada Post for Everyone

Of course, Canada Post isn't simply about making money. Like other Crown corporations, it is supposed to serve our public interest.

As well as considering revenue-generating services, Canada Post ought to be strengthening and expanding the services it provides to all Canadians. For example:

Get Better Services to Indigenous and Northern Communities:

- Postal Banking
- Food Mail

Get a Greener Canada Post:

- Electric Car Charging Stations at Post Offices
- Made in Canada Electric Postal Fleet
- Door-to-door as the greener option

For more information, visit cupw.ca and deliveringcommunitypower.ca



Get Better Services for Seniors and People with Mobility Issues:

Our population is aging and we need to keep our communities connected.

Canada Post used to have a service called Letter Carrier Alert that allowed letter carriers to monitor seniors and people with disabilities. Many letter carriers still informally check up on their neighbourhoods and the people on their routes. In partnership with municipal governments, communities, health care providers and seniors, we can keep doing this, helping older Canadians to remain in their homes for as long as possible.

La Poste in France is a leader in testing such new roles for the letter carriers. It partners with pharmacies to deliver medicine and works with organizations to check on people who are vulnerable, isolated or disabled.

Japan Post also has a service called "Watch Over" that checks on seniors and reports back to family members for a small monthly fee.

This service costs the equivalent of about \$8.40 US per month. According to the Inspector General of the United States Postal Service, a similar service in the US would generate \$12.6 million in revenues annually if just one per cent of its 12.5 million older adults that live alone signed up.

Japan Post will deliver 4-5 million iPads to seniors by 2020. The iPads will have apps that facilitate check-ins and remind seniors to take their medications, eat and exercise.



A Canada Post for Everyone



Daily door-to-door delivery: It's not just more convenient. It's better for the environment.

Canada Post delivers billions of letters and parcels to homes and businesses every year. Many Canadians consider it a trusted and valuable service.

But did you know that home mail delivery is the most environmentally friendly way of moving letters and parcels from sender to receiver? And it's greener when it's done five or six days a week.

Why Canada Post is the greener option

The boom in online shopping means that millions more parcels are being delivered by Canada Post and other delivery companies. That's a lot of cars and trucks on delivery runs.

Last year, the number of parcels delivered by Canada Post alone increased by almost 10%. But with Canada Post, the amount of greenhouse gas emissions barely increases. Why? Because, unlike other delivery companies, Canada Post already has people delivering mail and parcels to every neighbourhood in the country on a daily basis.

From an environmental perspective, Canada Post is the best delivery option. According to a 2011 report, getting a parcel delivered by Canada Post can cause up to 6 times less CO₂ emissions than an overnight delivery by a courier, and 3 times less than having a customer make a 5-km trip to pick it up in a store.

Why daily delivery is the greener option

If we cut mail delivery back to three days per week, Canada Post would lose its environmental advantage. It would make Canada Post's parcel delivery more expensive, which would result in the corporation losing market share to less environmentally efficient companies.

A vehicle delivering letters and parcels together keeps down the cost and environmental impact of each piece.



**Our daily
door-to-door
delivery network
is part of a
sustainable future
for Canada Post.**

**Let's keep it
greener.**

What if I don't get my mail every day?

Lots of us don't get mail every day. That kind of fluctuation in volume is already built into the delivery system. Having carriers deliver fewer days per week would only make it harder to reduce our carbon footprint.

Businesses of all sizes rely on daily delivery for cash flow and time-sensitive items. So courier companies would step in to fill in the gap, meaning three or more delivery trucks and vans driving the same streets.

Why door-to-door delivery is the greener option

There are many reasons why people hate so-called "community mailboxes":

- they cause more traffic congestion
- lower property values
- thefts, and injuries due to slips and falls

They also cause more people to drive to pick up their mail, creating more pollution. Cars sit idling while residents struggle to open frozen locks and get the mail.

One poll shows that over a third (34.2%) of people drive to pick up their mail from a group mailbox.

Public review on future of Canada Post

Whereas Canada Post announced drastic cutbacks to our public postal service in December 2013, including plans to end home mail delivery in our country.

Whereas there was a huge public outcry in response to the cutbacks and stiff opposition from most federal parties, including the Liberal Party, which promised to halt the delivery cuts and conduct a review of Canada Post, if elected.

Whereas the delivery cuts were halted and our Liberal government is currently conducting a Canada Post Review, starting with an independent task force that will collect input from Canadians, do research, gather facts and draft a discussion paper in September of 2016, identifying viable options for postal service in this country.

Whereas a parliamentary committee will consult with Canadians in the fall of 2016 on the options that have been identified in the task force's discussion paper and then make recommendations to the government on the future of Canada Post.

Whereas it will be crucial for the task force and parliamentary committee to hear our views on key issues, including the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, restoring home mail delivery, keeping daily delivery, adding postal banking, greening Canada Post, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible.

Therefore be it resolved that (name of municipality) provide input to the Canada Post Review task force and make a submission when the parliamentary committee consults with Canadians this fall.

CONTACT INFORMATION FOR CANADA POST REVIEW

Step 1: Providing input to the task force now

The task force is collecting input from Canadians through a ‘question of the week’. It is also providing a number of ways for people to make general comments (June 23rd deadline for municipalities and organizations, end of July deadline for public):

- Online: Canada.ca/canadapostreview
- Email: TPSGC.ExamendeSPC-CPCReview.PWGSC@tpsgc-pwgsc.gc.ca
- Twitter: Tweet and use #CPReview2016 hashtag
- Facebook: Like, share and comment at [Facebook.com/Canada-Post-Review-521437564704406](https://www.facebook.com/Canada-Post-Review-521437564704406)
- Instagram: Share photos and include the #CPReview2016 hashtag
- Fax: 1-844-836-8138
- Mail:
Canada Post Review
CP 2200
Matane, QC G4W 0K8

Please share your input with us at Feedback@cupw-sttp.org or mail to Mike Palecek, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

What to say?

Tell the task force what you want from your public postal service and what you don't want. Make suggestions on how postal services could be expanded. You can get information on new services and other issues in the weeks to come at CUPW.ca/canadapostreview

Step 2: Providing input to the parliamentary committee in the fall

The government says that details about the parliamentary committee's consultations will be made public as they become available.

FOR IMMEDIATE RELEASE

June 6, 2016

EDUCATIONAL TOURISM WILL BRING YEAR-ROUND OPPORTUNITIES TO THE WEST COAST OF THE ISLAND

COURTENAY – Summer on the west coast of Vancouver Island is prime time for tourists, but visitors in July and August alone can't sustain a region through the shoulder and winter seasons.

A project funded by the Island Coastal Economic Trust and a group of regional stakeholders aims to highlight and promote the fast-growing trend of year-round educational tourism.

This project aligns perfectly with the ICET's goal of helping communities create the conditions that enable economic growth and diversification," said Phil Kent, ICET Chair. "We're pleased to see this initiative move from regional collaboration and strategy development to implementation. That is what ICET's Economic Development Readiness funding program is all about."

The regional partnership project began in 2014 with an inventory of assets and a strategy around developing a knowledge-and-innovation economy on the west coast.

This region-wide initiative is bringing together First Nations, local governments, and stakeholders in a collaborative process to develop an education economy that sees visitors learning alongside residents.

Coordinated by the Clayoquot Biosphere Trust, and supported by funding from the Tla-o-qui-aht First Nations, the Districts of Ucluelet and Tofino, the Yuulu?it?ath Government and the Toquaht Nation, the project will implement a range of regional educational tourism marketing activities.

Outcomes from this process will include the development and implementation of a suite of marketing tools, and resources, including social media campaigns to the launch of new websites, and more.

By focusing on education and research in the shoulder and winter seasons, the regional economy becomes more sustainable, and new business opportunities can develop thanks to more year-round activity.

Rebecca Hurwitz, Executive Director of the Clayoquot Biosphere Trust, said that this project is about attracting a new type of visitor in the shoulder seasons.

"Leveraging and promoting our regional assets in education and research will help bring visitors to our region, as well as provide new opportunities for local residents," Hurwitz said. "This allows us to build an economy that matches the vision and values of our region."

The Regional Marketing of Educational Opportunities project will begin immediately, with deliverables in place by the end of this year.

About the Island Coastal Economic Trust

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

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

Through a community-centred decision-making process, ICET has approved \$49 million for over 160 economic infrastructure and economic development readiness projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have generated over \$278 million in incremental funding into the region.

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

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For further information:

Line Robert, CEO
Island Coastal Economic Trust
Tel. 250-871-7797 (Ext. 227)
line.robort@islandcoastaltrust.ca

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

Rebecca Hurwitz, Executive Director
Clayoquot Biosphere Trust
Tel. 250-725-2219
rebecca@clayoquotbiosphere.org



June 16, 2016

ICET CELEBRATES A DECADE OF GROWTH AND REGIONAL DIVERSIFICATION

COURTENAY – With a decade of investment in community projects, the Island Coastal Economic Trust (ICET) is taking June 16 to celebrate the community successes that have laid the foundation for regional revitalization and economic growth, transforming the region’s economy.

The \$50 million trust was created by the Government of BC in 2006. With a mandate to diversify the economies of central and northern Vancouver Island and the Sunshine Coast, ICET is a unique model which enables local decision making based on regional priorities.

“To this day, I’m inspired by the projects that the people of the Island and Sunshine Coast have developed that are changing the landscape in our communities, creating new opportunities for businesses, and creating new jobs,” said ICET Board Chair Phil Kent. “The province’s foresight in creating ICET and supporting this model of direct investment is why we’ve been successful, and for that, we’re deeply grateful.”

ICET is hosting their 10th Anniversary Celebration and Day of Learning on June 16th, at the Deep Bay Marine Field Station. More than 150 stakeholders – funding recipients, First Nations, industry and business representatives, elected officials, and future project proponents - will attend. The day features expert panels and speakers, including some of the people behind the region’s signature projects. These community visionaries will share the best practices which enabled them to move from idea to action.

Projects funded by ICET have played an important role in creating the foundations for new business and growth, bringing new jobs and economic activity to the region.

The Fishermen’s Harbour project in Port Alberni is an example which demonstrates how a seed investment can be leveraged, and how outcomes can be exponentially bigger than anticipated.

“The project has been nothing short of transformative for our community,” said Zoran Knezevic, CEO of the Port Alberni Port Authority. “We are seeing the attraction of scheduled seaplane service, renaissance of our commercial marine sector and an excitement in the community for a vibrant and dynamic future of our waterfront.”

ICET investments in tourism infrastructure have also helped to connect visitors to our communities, creating some of the top tourism draws in the province. The Wild Pacific Trail, for example, is ranked by TripAdvisor as the #5 of “Things to do” in BC, out of a list of more than 2,500 attractions. Another example is the 180 km hut-to-hut Sunshine Coast trail, which has changed the perception of Powell River as a mill town to a world-class outdoor recreation destination.

The ICET program has also helped communities plan their economic future, by supporting strategic planning and guiding the development of regional partnerships. Small communities need flexible and nimble instruments to leverage investment for capital projects, innovative programs, and capacity building. The strength of ICET’s model lies within its ability to meet those needs, turning ideas into action through ‘strategic doing’.

“Implementing the region’s new economic development strategies is at the forefront of our concerns, and we see ICET as a valuable partner,” said Gabi Wickstrom of the Port McNeill & District Chamber of Commerce. “Bringing knowledge and expertise, they are a huge benefit regionally, especially for those of us who consider ourselves both rural and remote.”

ICET’s unique model facilitates strong connection amongst communities, allowing and encouraging regional thinking, partnerships, and strategies that are often beyond the scope of individual organizations.

One example of the ICET model, producing results that are bigger than the sum of the parts, is the global marketing strategy developed by the BC Ocean Boating Tourism Association. The project defined the brand of BC marine tourism, and created and implemented a regional marketing strategy. The creation of a unified, collaborative marine tourism marketing venture will raise the exposure of many remote communities and drive international boater traffic their way.

So what’s in store for ICET’s next decade? Chair Phil Kent sees opportunities for the organization to build on existing assets and projects.

“The next logical step for us is to address some of the gaps in the landscape, by targeting funding to support emerging sectors in our region and to support business expansion into broader provincial, national and global markets,” said Kent.

Dallas Smith, President of the Nanwakolas Council and ICET Director, sums up the significance of the day of celebrations and accomplishments of the region’s communities, First Nations, non-profit, business and sectoral organizations.

"Today is a great illustration of the amazing work done by Island and coastal communities over the last 10 years," said Smith. "It's important for this government to remember how challenging the island economy was when we first started, and how far we have come. The Province and ICET need to work together to ensure that the region’s communities and First Nations continue to have access to this successful vehicle to deliver economic benefits for the Island and Coast."

About the Island Coastal Economic Trust

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

Through a community-centred decision-making process, ICET has approved over \$49 million for 160 economic infrastructure and economic development readiness projects on the Island and Sunshine Coast since implementing its grant program in 2007. ICET investments have generated over \$278 million in incremental funding into the region.

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

-end-

For further information:

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

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

Dallas Smith, ICET Director
President, Nanwakolas Council
Tel. 250-286-7200
President@nanwakolas.com

June 7, 2016

Hon. Naomi Yamamoto
Minister of State for Emergency
Preparedness
Room 227, Parliament Buildings
Victoria, BC
V8V 1X4

Hon. Peter Fassbender
Minister of Community, Sport and
Cultural Development
Room 310, Parliament Buildings
Victoria, BC
V8V 1X4

Dear Ministers:

Re: Fire Safety Act

During the last sitting of the Legislature, Bill 4 – *Fire Safety Act*, received Royal Assent. The Act is expected to come into force by regulation.

Last fall, UBCM and specifically its regional district members, expressed serious concerns about the proposed legislation. In response our membership endorsed priority resolution, A3, at the 2015 Convention that requested the Province to:

“provide the resources necessary to inspect and enforce provincial safety regulations, including the Fire Services Act and its regulations, through either the Office of the Fire Commissioner or the BC Safety Authority rather than pursuing options to download the responsibility for inspections and enforcement of provincial regulations on local governments.”

After a number of meetings, we thought our position had finally been heard and reflected in the new legislation. In fact, following Convention, we received assurances from both of you, and your staff, that the new Act would not require regional districts to undertake inspections. Unfortunately, we fear that is now not the case.

Since the introduction of Bill 4 in February 2016, we have repeatedly heard from our regional district members, questioning what they are required to do, and asking what their obligations will be under the new Act. Having received assurances from the Province that regional districts would not be required to undertake fire inspections, on more than one occasion, we published this message in our e-news to dispel regional district concerns.

The new Act clearly requires regional districts, as well as municipalities, to appoint a fire inspector, who meets the applicable standard set out by the Fire Commissioner. While we have been told there is nothing in the Act that requires regional districts to undertake inspections, why in fact are they being asked to

appoint qualified individuals to serve as fire inspectors if that is not a service that they are being asked to perform?

Due to the incongruence, we sought our own legal opinion, which in part states:

8. It is my opinion that Regional Districts MUST designate a fire Inspector. That person must meet the qualifications and standards set by the Fire Commissioner, but once designated by the Regional District that person assumes their authority to inspect or not, directly from Section 9 and not by any delegation from the Fire Commissioner. That said it is open under the Act (Section 5) for the Fire Commissioner to delegate some of his or her additional powers to others including , Fire Inspectors, but those delegations are not a delegation of the power to inspect.

9. It is my opinion that Regional Districts must under the Act designate a Fire Inspector or Inspectors meeting the requisite standards and those persons must carry out their safety function in a responsible and reasonable manner. Not to do so is to risk legal proceedings against them personally and against the Local Authority.

We are deeply concerned that the legislation is placing an obligation on regional districts to undertake fire inspections, when we have been assured the contrary. If the intent was to make fire inspection permissive and not required, then why has the legislation been crafted in such a way as to create confusion and uncertainty. On behalf of our members, we feel it is imperative that amendments be made to the legislation, or that regulations be brought forward, to fix this discrepancy. We would be pleased to work with you to find a solution.

We have shared our legal opinion and concerns with Gordon Anderson, Fire Commissioner, who has advised he is reviewing the matter and will get back to us to discuss further. However, due to the significance of this issue for our members, we felt that we needed to share our concerns directly with you as the ministers responsible for emergency management and communities, respectively.

Yours truly,



Chair Al Richmond
UBCM President

cc: Gordon Anderson, Fire Commissioner
BC Regional Districts



June 3, 2016

TO: UBCM Members
ATTN: ELECTED OFFICIALS

FROM: Councillor Sav Dhaliwal
Chair, Nominating Committee

RE: Call for Nominations for UBCM Executive

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Friday July 29, 2016**.

1. Positions Open to Nomination

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

2. Qualifications for Office

Each candidate must be an elected official from a UBCM member local government.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

3. Nomination Process

A candidate must be nominated by two elected officials from a UBCM member local government, using the attached nomination and consent form (Appendix A).

The Nominating Committee reviews the qualifications of each candidate. The members of the 2016 Nominating Committee are:

- Councillor Sav Dhaliwal, Immediate Past President, UBCM, Chair
- Councillor Laurey-Anne Roodenburg, North Central Local Government Association
- Councillor Chad Eliason, Southern Interior Local Government Association
- Mayor Deb Kozak, Association of Kootenay & Boundary Local Governments
- Councillor Corisa Bell, Lower Mainland Local Government Association
- Councillor Barbara Price, Association of Vancouver Island & Coastal Communities

4. Advance Nominations & Nominating Committee Report

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **Friday July 29, 2016**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

5. Nominations Off the Floor

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Report on Nominations or the Convention Program for these times.

As with advance nominations, the candidate must be nominated by two elected officials from a UBCM member local government.

6. Further Information

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Councillor Sav Dhaliwal
Chair, Nominating Committee
60-10551 Shellbridge Way
Richmond BC V6X 2W9

Chair email: sav.dhaliwal@burnaby.ca
Chair tel: 778.228.0247 (cell)
604.420.8188 (home)

UBCM Contact:

Marie Crawford
Associate Executive Director

Email: mcrawford@ubcm.ca
Tel: 604-270-8226 ext. 104

1615/60/Call for Nominations-Items/Call for Nominations

1NOMINATIONS FOR THE 2016/2017 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Position (Mayor/Chair/Councillor/Director): _____

Local government: _____

Nominated for: _____

NOMINATED BY:

Name: _____

Name: _____

Position: _____

Position: _____

Muni/RD: _____

Muni/RD: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws². I will also forward by **July 29, 2016** to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

* Photo and bio will be published in the Report on Nominations.

CANDIDATE:

Name: _____

Position: _____

Local government: _____

Nominated for: _____

Signature: _____

Date: _____

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: mcrawford@ubcm.ca

Submission Deadline: July 29, 2016

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].

Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.

2. UBCM EXECUTIVE STRUCTURE

Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Healthy Communities
- First Nations Relations
- Community Economic Development

Each Executive member generally serves on two committees.

3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2nd or 3rd week of November (2 days)
- 2nd or 3rd week of January (2 days)
- 2nd or 3rd week of April (2-3 days)
- 3rd full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a delegate from a local government.

UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

13 Elected Positions

President
 First Vice-President
 Second Vice-President
 Third Vice-President
 Director at Large (5 positions)
 Small Community Representative
 Electoral Area Representative
 Vancouver Metro Area Representative (2 positions)

8 Appointed Positions

Immediate Past President
 Vancouver Representative
 GVRD (Metro Vancouver) Representative
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

NOMINATION PROCESS

May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

July 29, 2016

Advance nominations close.

Following the July 29th advance nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the advance nominations deadline will be included in the Report on Nominations.

Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

ELECTION PROCESS

Step 1 – Election of Table Officers

WEDNESDAY, SEPTEMBER 28

- 9:20 a.m. Nominating Committee presents the list of advance nominees for Table Officer positions: President, First Vice-President, Second Vice-President, and Third Vice-President.
- 11:55 a.m. Nominations from the floor for Table Officer positions.
- 1:45 p.m. Candidate speeches if necessary.
- 2:30-5:00 p.m. Elections for Table Officer positions (as necessary).

THURSDAY, SEPTEMBER 29

- 8:00-9:00 a.m. Elections continue for Table Officer positions (as necessary).

Step 2 – Election of Remaining Executive Positions

THURSDAY, SEPTEMBER 29

- 8:30 a.m. Nominating Committee presents the list of advance nominees for the remaining Executive positions: Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative.
- 11:35 a.m. Nominations from the floor for the remaining Executive positions.
- 11:40 a.m. Candidate speeches if necessary.
- 2:30-5:00 p.m. Elections for the remaining Executive positions (as necessary).

FRIDAY, SEPTEMBER 30

- 7:30-8:30 a.m. Elections continue for the remaining Executive positions (as necessary).

For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.

**EXTRACT FROM THE UBCM BYLAWS:
EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS**

UBCM BYLAWS SECTIONS 2 TO 5

2. OFFICERS:

The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

3. EXECUTIVE:

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives (“Vancouver Metro Area Representatives”) who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

- (b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).
- (c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.

- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
 - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
 - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;
 - encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;

- review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
 - accept qualified nominees nominated by two elected officials of members of the Union;
 - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GVRD Representative and the names of the five Area Association Directors who have each been appointed to assume the office of Area Association Director by the respective Area Association;
 - at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
 - that each general area of the Province is represented on the Executive nominated or appointed.

The Nominating Committee shall not recommend any nominee or group of nominees.

- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;
 - Electoral Area Representative;
 - for the five positions of Director at Large; and
 - the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.
- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

5. ELECTION OF OFFICERS AND EXECUTIVE:

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.
- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small

Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.

- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.
- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.



June 8, 2016

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you regarding scheduling appointments at the upcoming annual UBCM Convention taking place in Victoria, September 26 to 30, 2016.

You will have recently received a letter from the Honourable Christy Clark, Premier, containing information about the online process for requesting a meeting with Premier Clark and other Cabinet Ministers. I am pleased to provide you with information regarding the process for requesting a meeting with me, as well as with provincial government, agency, commission and corporation staff.

If you would like to meet with me at the Convention, please complete the online form available as of **June 13, 2016**, at: [CSCD Minister's Meeting](#) and submit it to the Ministry of Community, Sport and Cultural Development before **August 12, 2016**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting, it would be helpful if once you make your meeting request, you could provide a one to one and one-half page summary of the matter(s) to be discussed (a template will be provided online). By providing this information in advance of the meeting, I will have a better understanding of your delegation's interests and it will allow for discussions that are more productive. In the event I am unable to meet with you, arrangements may be made for a meeting post-Convention.

Ministry staff will email the provincial appointment book. This lists all government, agency, commission and corporation staff available to meet with delegates at the Convention, as well as details on how to request a meeting online.

I look forward to my second Convention as Minister responsible for local government and meeting with many of you and hearing about your priorities in the year ahead.

Sincerely,

Peter Fassbender
Minister

pc: The Honourable Christy Clark, Premier
Mr. Al Richmond, President, Union of British Columbia Municipalities

**Municipal Insurance
Association of British Columbia**

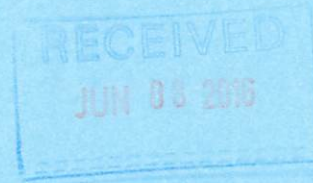
200 - 429 West 2nd Ave.
Vancouver, BC V5Y 1E3

Toll-Free: 1-855-683-6266
Fax: 604-683-6244

miabc.org



May 31, 2016



Greetings from the MIABC,

Over the past three decades that the Municipal Insurance Association of British Columbia has been in operation, we have encountered and overcome many challenges. Upon embarking on our most recent challenge, launching a new line of business through our brokerage arm Civic Risk Insurance Solutions and our Property Insurance Program, we thought that the time was ripe to sit down and clearly articulate our story, or the "why" behind what we do. Our story reflects both the MIABC's significant milestones and the day to day interactions we have with our members. By uncovering our story, and weaving these threads together, we have been able to clearly articulate the true meaning that underlies what we do.

Enclosed you will find a copy of our illustrated story. I encourage you to read it, reflect on it and share it with others in your organization. As you read our story, your own stories may come to mind about your relationship with the MIABC. I invite you to share these stories with us. Over the next year our Member Services team will be compiling a collection of these stories to celebrate our 30th anniversary in 2017. Please contact Megan Chorlton, the MIABC's Director of Member Services, at mchorlton@miabc.org if you have any stories to share.

Happy reading!

Thomas W. Barnes LLB
Chief Executive Officer & General Counsel

THE MIABC STORY

We Are the
Community
We Keep.





Behind every organization, behind every brand, there’s a story. What you are about to read is our story: one that conveys not only where we’ve come from and why we exist, but also the higher purpose driving our efforts and the difference we look to make in the communities we serve. It is a story as rich and remarkable as this province we call home, and we are pleased and proud to share it with you.

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AT THE CENTRE OF A VIRTUOUS CIRCLE

Community is essential. In many respects, it is at the very heart of humanity, serving as the glue that holds it together and the power that propels it forward.



Thriving communities have a natural and magnetic vitality. When this vibrancy is nurtured, it becomes self-perpetuating, for growth begets growth, investment draws investment, and like attracts like. In this way, a thriving community is a virtuous circle, continually striving to be better and in turn, inspiring its members to be the same. When residents embrace where they are, and contribute back to their location, they invest a part of themselves. They help colour and shape their neighbourhood through block parties and farmers' markets, parent groups and local festivities. They contribute to the definition of their community, because their community, in turn, helps define them.

Yet even a virtuous circle needs a push now and then. It needs a supportive, nurturing and responsive force to continue its momentum and movement, its energy and focus, or it will start to slow down, and even falter.

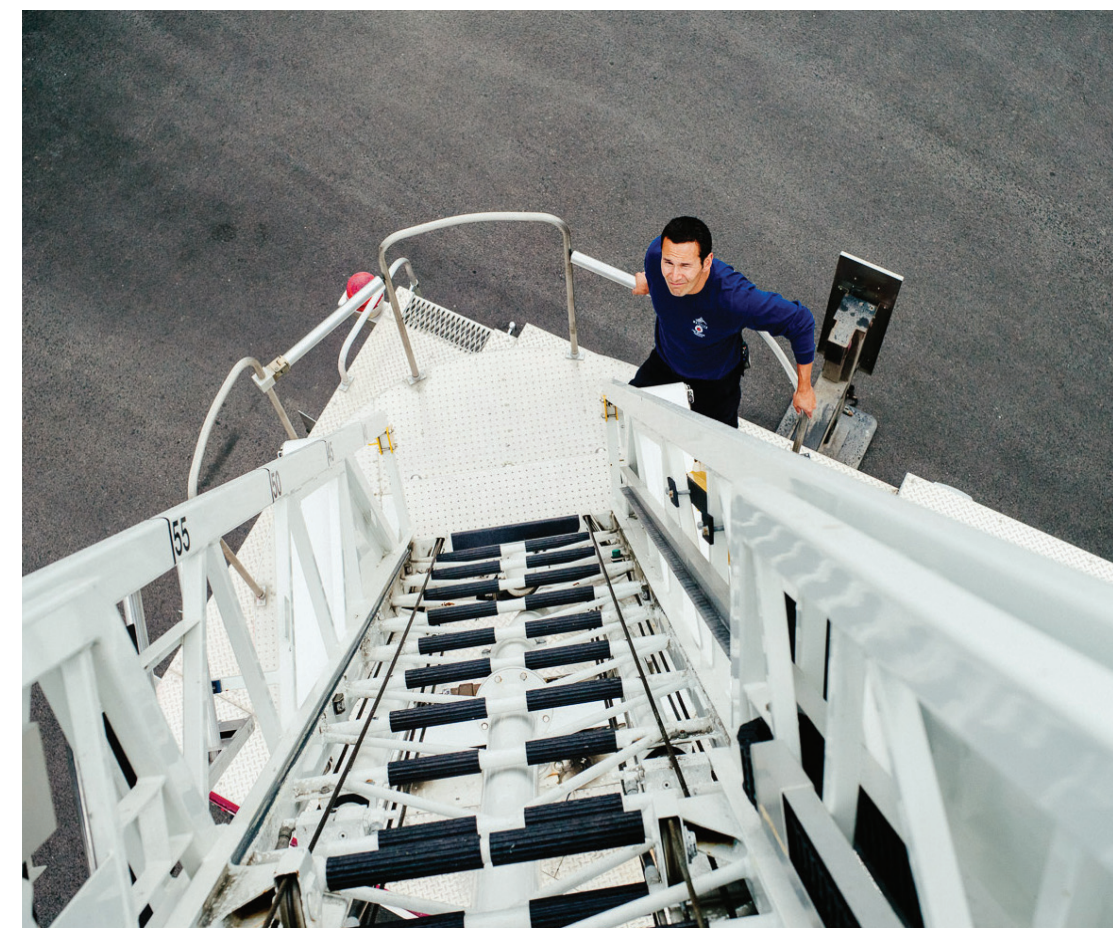
Communities that fail, don't typically do so overnight. They decline little by little, step by step, day by day, for many reasons. It may be from a manmade or natural disaster, from lack of leadership, or dwindling opportunity. People can sense when a community is in decline. They can feel it when the celebrations that mark the passage of a year are cancelled, when another playground or school is closed, another storefront empties, another broken window goes unrepaired. When communities are on the decline, the energy drains, slowly at first and then with increased speed. Streets are no longer full of life. Neighbourly interaction stops. Flowers disappear from window boxes and parks grow eerily quiet. The cumulative effect is a lingering belief that tomorrow will be worse than today, that the best of this community lives only in our memories and that the smartest investment is an exit strategy.

To propel this virtuous circle and keep communities investing in themselves, the MIABC invests in the communities of British Columbia. Each day, through every piece of advice shared, every outreach program offered, every insurance policy written, the organization proudly declares that what makes each community unique is worthwhile: worth preserving and protecting, and worth our collective time and talent. The MIABC empowers the communities that are at the very heart of our province and, in turn, the people who are the heart of those communities.

With this reliable support and steady guidance of the MIABC, villages, towns and cities are able to provide the services to their residents that reflect the best of community living. Towns are able to still mark the summer with a bouncy castle and parades; villages can still provide kids with the delight of a swing set or local swimming pool; and cities can continue to offer festivities and celebrations that bring residents into the streets and turn strangers into neighbours.

By enabling our communities to be free and authentic reflections of their residents, the MIABC provides an opportunity for the local to become vocal, where pockets of character can endure. As they succeed, so do the residents who call that place home. And so the virtuous circle grows.

A municipal insurance premium is often a quiet, unassuming line item on the budget of a local government, yet it represents so much more than an annual premium. It represents and facilitates the future. It speaks to a place where new ideas can be considered, traditions upheld and opportunities seized. It is an investment in each community and in its tomorrow. It states that what this province possesses is good, is worth supporting and worthy of those who call it home. We are, in the end, the community we keep.



In this Storyline you are holding, you are introduced to the power of community reflected in our municipalities, the legacy of insurance and the essence of an association, as well as the Vision, Mission and Guiding Principles of the Municipal Insurance Association of BC. These latter three elements constitute the verbal foundation of the organization, and those working with and for the MIABC should recognize in these elements their own role and shared purpose. Reading this document should be like holding a mirror up to the best of what the organization has to offer, can be, and what it will be through a unified commitment to excellence. Let the Story begin.

THE ORIGINS OF INSURANCE ARE ALIVE IN THE MIABC



Insurance didn't suddenly appear in the world because someone looked at an actuarial table, calculated a premium or wrote a contract. It emerged and evolved as a way to provide people with stability in an unstable world, security where there was little, and hope where there was loss.

The concept of insurance as a means to transfer and distribute risk is as old as humanity. Where people lived together, they supported each other as a means of securing their own survival, individually and collectively. If, for example, one family's house were destroyed by fire or storm, neighbours would help to rebuild it. In early trading days, the goods of one merchant were split up and transferred in different ships to mitigate the risk of loss. Importantly, these actions weren't established through intricate calculations, rather through the human need to bring some sense of predictability to life by making it less risky.

Early milestones in the history of insurance.

2,000 BC

The Babylonians, about 2,000 years BC, developed their rules of law, known as the Code of Hammurabi. These rules were practiced by merchants who, upon receiving a loan to fund a shipment arriving by sea, would pay an additional amount to have that loan cancelled if the goods were stolen or lost.

1,000 BC

In 1,000 BC, the merchants of Rhodes started to insure goods that were shipped together, using their premiums to reimburse any merchant whose goods were lost at sea. And so the first insurance risk pools were born.

600 BC

In 600 BC, the Greeks and Romans introduced what we would now call health and life insurance. Through their benevolent societies, they paid for the funeral expenses of their members who died and by extension, took care of the deceased's family.

MIDDLE AGES

In the Middle Ages, Guilds provided a similar service, keeping funds to pay for the funeral expenses of members, and support their elderly or ill members, as well as their widows and orphans.

1347

The first insurance contract was developed and signed in Genoa in 1347. Individuals would write their name under the amount of risk they were willing to assume, and thus they became the first underwriters.

1666

Property insurance came into being following the Great Fire of London in 1666, when more than 13,000 homes within that community were destroyed.

1686

It was also in London, about two decades later, that Edward Lloyd opened a coffee house on Tower Street. His coffee shop was popular with ship owners, merchants and ship captains; so if you wanted to know what was happening at sea, it was the place to be.

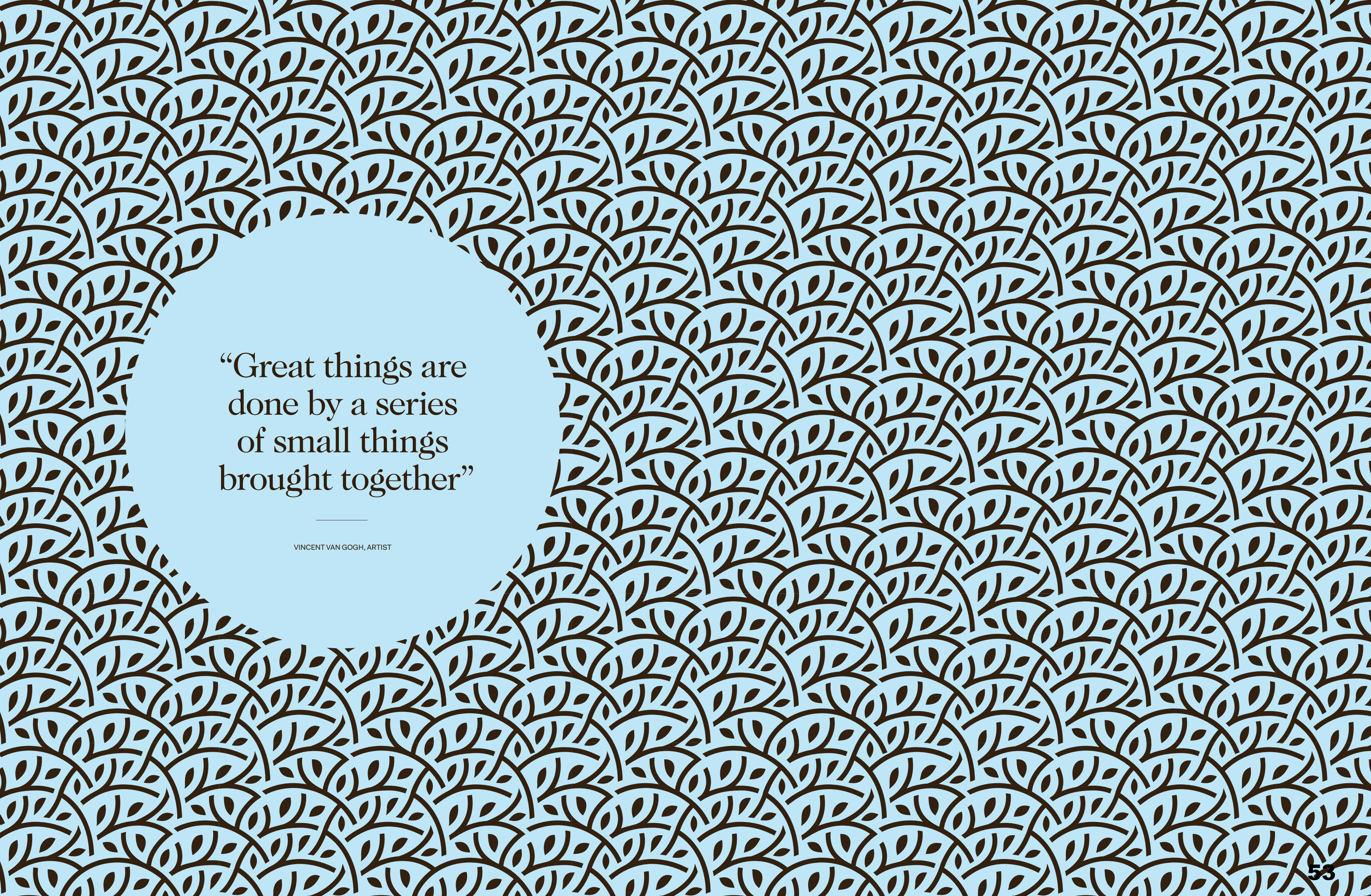
...1686

Moreover, his coffee shop became the destination for those looking to learn about risks to cargo, and those willing to underwrite those risks. These informal meetings led to the establishment of a formal insurance market called Lloyd's of London.



The birth and early maturation of insurance was always driven by an innate, community-based need. It supported and encouraged collective growth and reliance, and provided a foundation of security for people where it would otherwise not exist. Yet over the past three centuries, as private insurers have evolved, driven as most business is by profit, it's not surprising that the reputation of the industry has been tarnished by those putting clauses before claimants, embracing the letter of a policy rather than the spirit of it, and answering to Wall Street before Main Street.

And yet, while private insurers react to the profit needs of their investors, the MIABC stays true to the ideological roots of insurance. The MIABC was established so that communities could help each other achieve the stability they need when the private sector was unwilling or unable to do so. It was developed to provide this province and the people within it a communal security blanket, a safety net should they need it and peace of mind when they don't. Communities supporting themselves, their people and each other is at the very heart of the MIABC and remains truer to the founding ideals of insurance than any other organization or company out there.



“Great things are
done by a series
of small things
brought together”

VINCENT VAN GOGH, ARTIST

The Backstory

A SHORT HISTORY OF THE MIABC

In the mid-1980s, local governments in this province were facing a crisis. Liability insurance premiums had increased five-fold for more than half of British Columbia's local governments, deductibles were soaring, and coverage limits were dropping.

This crisis reached every community in BC, across Canada, in the US and as far away as Australia. There was no end to how high the premiums and deductibles could climb, nor how low the coverage could fall. Most concerning was the lack of available coverage for major liability exposures faced by some governments. It seemed that the only options were either to increase taxes or accept insufficient coverage. What was once a relatively predictable line item for the budgets of villages, towns and cities, became anything but.

Seeing that the solution was not going to emerge from private industry, the community of communities in BC turned to each other for support. Just as communities supported each other in the early evolution of insurance, it was now time to reach across town lines and find the help they needed not in a company, but in the company of each other.

The Union of BC Municipalities created a task force that returned with the recommendation to establish a self-insurance pooling program. And so, in November 1987, the Municipal Insurance Association of BC was born and accepted its first members: all 144 of them. Over decades that followed, the organization grew in reach, expertise and capital base. By 2006, the MIABC was able to return dividends to its members for the first time, and has continued to do so every year since but one.

Recently, in response to external threats and internal requests, the MIABC has expanded its offerings to include property insurance. Today it stands as an example of consistency, reliability and responsiveness. It is also a model of communities working together to support each other and offer levels of service that none, independently, could find on their own.

“Coming together is a beginning; keeping together is progress; working together is success.”

HENRY FORD, INDUSTRIALIST



Underwriting Tomorrow

THE SHARED VISION OF THE MIABC

VISION

A British Columbia in which its communities not only have the means to grow, but also the freedom to thrive, enriching the lives of British Columbians in the process.

A great vision is one that is far-reaching, yet imaginable: challenging yet inspiring. It should act like a beacon, attracting like-minded individuals to it, and to work towards it. Yet a great vision is not for one organization on its own. It stands for something larger, the world around the organization and the hope that through its efforts, the world will be enhanced, improved and transformed.

The Vision of the MIABC is its hope for a better world in which it operates. It articulates a higher purpose, shared by the organization, its members, and their constituents: the citizens of this province. It succinctly expresses why those in the MIABC work so tirelessly to achieve success, because this Vision is worth striving for, worth achieving and worth the efforts of everyone in the organization and around it.

The Vision of the MIABC should be worthy of our spirit, drive and determination. Taken on its own, it captures the reason for being for the MIABC, articulating why we exist, galvanizing us all behind

a shared understanding of what success ultimately looks like. The Vision of the MIABC serves, in effect, our True North, providing direction and guidance for every member and every employee every day. It is in the name of this Vision that we do what we do.



The Power of Premiums

THE MISSION OF THE MIABC

MISSION

Through stable liability and property insurance, outreach programs and expert advice, the MIABC gives members the dependable support they need to keep their communities vibrant and alive.

A mission reflects an organization's reason for being by articulating what it uniquely does to fulfill the higher purpose captured in its shared vision. In other words, if a shared vision conveys the "Why" an organization exists, the mission conveys the "How" it specifically works towards and contributes to that vision. Used as a framework for strategic decision-making, it provides a filter through which the organization can determine its priorities, and in turn, reject opportunities outside its mandate.

Roughly a decade ago, the MIABC created a Mission Statement. While it concisely captured the work of the organization, it no longer fully conveys the full richness of its mandate. The evolved Mission of the MIABC (articulated to the right) reflects how it specifically — as an organization and as a team of people — ensures BC communities have the means to grow and the freedom to thrive.

More specifically, the organization's Mission is achieved through its consistent delivery of its comprehensive range of offerings, including:

Liability insurance | Property insurance
Brokerage services | Telephone & email support
Member visits | Site inspections | Risk Management
Grant Program | Risk management scholarships
Monthly newsletters | On-line risk management library
Brochure service | Annual Risk Management Conference
Data analysis | Webinars | Casual Legal Advice Program
Member orientation | Property appraisals

Upcoming programs include:

Policy audits | Liability Risk Management Plans
Core Building By-law Revision Project

From this array of products and services and its extensive expertise, the MIABC assists its members in building a more stable, secure, community for the residents of British Columbia.

The Values We Ensure

THE GUIDING PRINCIPLES OF THE MIABC



Guiding Principles capture the driving values and ideals of an organization. They are the philosophical foundation on which the organization's trust is built, through every transaction initiated, every service offered and every product sold. Importantly, Guiding Principles shape how an organization behaves, when others are watching and also when they're not.

The MIABC's Guiding Principles reflect how the organization, its staff and its members work each day, to deliver the promise of its Mission and the potential of its Vision. Importantly, these principles build upon the Values we had identified earlier as an organization by capturing the beliefs we all share. Other groups may provide similar products or services, but only the MIABC can offer the breadth of offerings that it does, in a way that reflects and supports its core truths.

Our Values

1

Membership has its benefits and its responsibilities.

The MIABC works to provide great service and support, but like any association, is only as strong as those who are a part of it. Our association thrives through a commitment to the community it keeps. Yet membership isn't free from responsibility. By giving their feedback, offering co-operation to other members, sharing their knowledge and being an advocate for best practices, our members invest in the association they own, making it ever more effective and relevant for themselves and for others.

Members, in turn, receive a wealth of services and support from our association. They experience consistent, transparent and responsive approaches to their concerns and have a say in the organization and the services offered. They may also share in the success of the operation in the form of a dividend, or benefit from grants that help them identify and mitigate exposure to risk. Educational seminars conducted by the MIABC provide two levels of benefit: members receive information and training to help them better manage their liability, and members connect with other members, increasing their opportunity to learn from each other's experiences and best practices. In this way, the MIABC is motivated differently than other organizations. It celebrates successes, collectively and communally, and shares its success in both tangible and intangible ways, creating a circle of connection with its members and between them.

2

The MIABC serves every member equally and uniquely.

The MIABC is owned by its members, and serves them with parity and consistency. This is not an association where the size of the community or the premium it pays dictates the level of service it receives. There are no elite levels of membership, no platinum card that allows the member to jump a queue or get a faster response. The smallest member is as important as the largest one.

Yet the MIABC also recognizes and reacts to the uniqueness of its constituents. As it is owned by its members, the MIABC works to get to 'Yes' by understanding first and foremost what its members want to achieve. It also acts as an extension of its members, offering an array of services and expertise to their offices, if and as required.

While other insurers may deny communities coverage for dunk tanks or swing sets, the MIABC is motivated to support the energy and vitality of the community itself, and so wants to maintain the dynamism, the security and the sense of local identity that defines it. The organization serves its members differently than private insurers, by providing fair and equal treatment, regardless of size. Success for the MIABC is not simply written in the bottom line; it's written in the faces of citizens and neighbours who are fully living and, as a result, making their community full of life.

3

Principles precede profit.

Principles, precedence and fairness are at the heart of the organization's procedures. The MIABC has a longer time horizon than most other organizations. As it is owned by and accountable to its members, it works in their best interest, every day, even if the results of this work don't result in immediate profits. The association will,

for example, spend \$40,000 fighting a \$10,000 lawsuit that has no merit, because winning the case means limiting other meritless cases. A private insurer whose main driver is profitability would rarely make that choice. Simply stated, the MIABC operates differently than a private insurer.

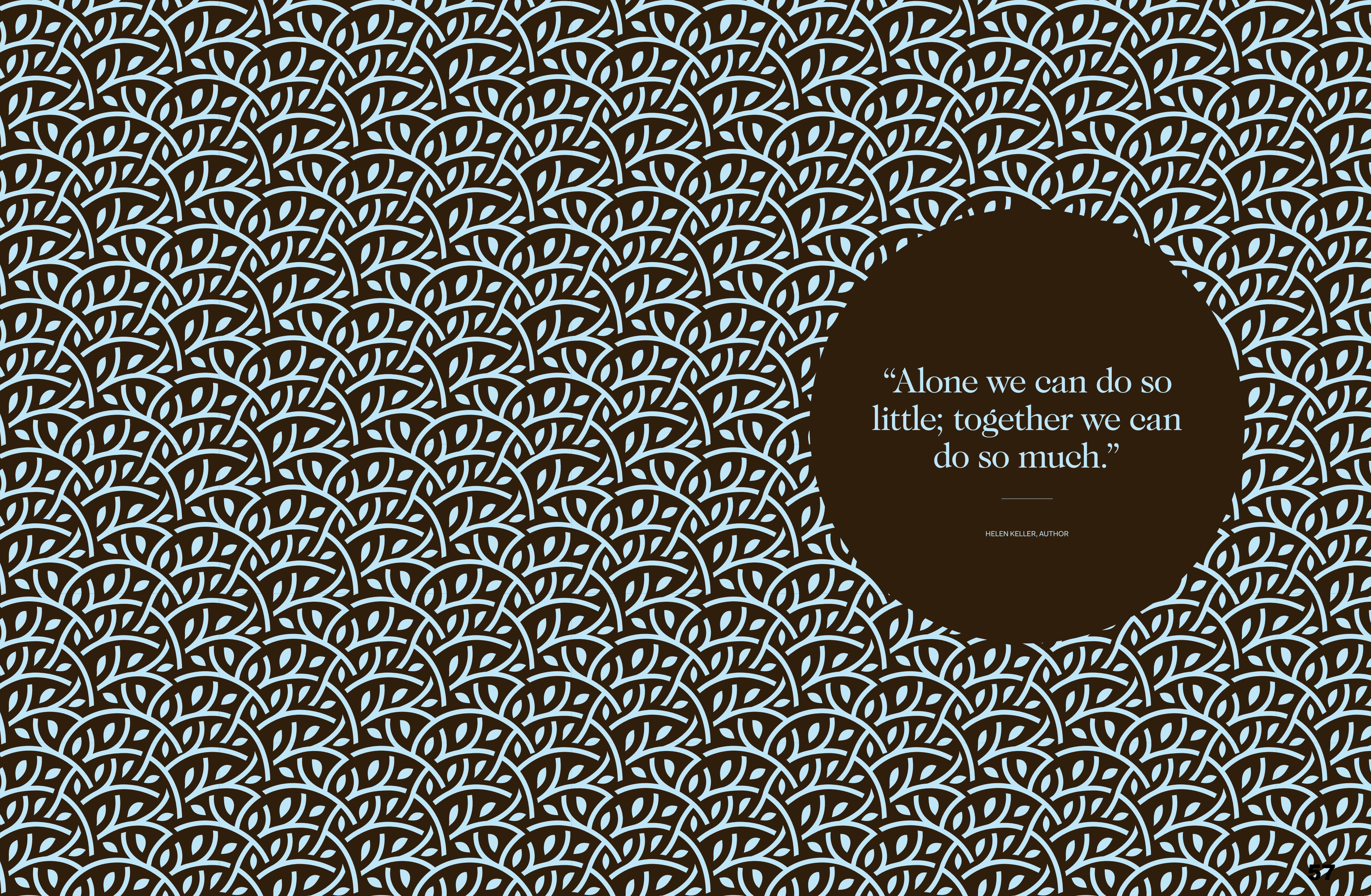
The MIABC has such a strong commitment to the communities of British Columbia, because they see themselves truly as an extension of them. Reaching back to the late 1980s, the organization has its roots in the collective. It was established to provide stability where none existed, and invests in this stability where, at times, others wouldn't. By embracing the long view, the MIABC puts its principles and that of its members before all else.

4

From partnership comes power.

How the MIABC operates, serves, and is motivated reflects the roots of the organization and the recognition that together, communities are stronger. The communities, for the MIABC, reflect 90 per cent of our province's towns and cities — no insignificant collection of local governments. By believing that togetherness breeds strength, the organization and its members achieve vastly more than any one community could achieve individually.

This organization was founded on people coming together to react to a crisis and resolve a problem, which is precisely what communities do. By keeping its members top of mind, by ensuring it is providing the products and services they need and remaining relevant to them, the MIABC ensures the stability of our province's communities and their abilities to thrive for decades to come. Together, we can accomplish great things, and an organization born of crisis — which is now providing the stability to its members that it didn't have itself, back in 1987 — is a living testament to the principle that in working together we empower each other.



“Alone we can do so
little; together we can
do so much.”

HELEN KELLER, AUTHOR

WELCOME HOME TO TOMORROW

Community means something slightly different to each person. And yet while it holds a different meaning for individuals, it is universally essential to their sense of belonging, their sense of identity and their sense of purpose. For some, community may mean bustling streets, where the barista knows your favourite coffee and the server your favourite table. For others, it may conjure up the sounds of children's squeals of joy as they propel themselves on a merry-go-round for the first time.

For others still, it's the annual events that come to mind, the Canada Day festivities, the Christmas decorations on Main Street, the first tulips of spring in the park, and the return of the summer farmers' markets.

Regardless of the different nuances, a strong sense of community doesn't come from a textbook, or a rulebook. It comes from the heart. For some it's a place they long to be, for others it's a place they return to daily. And while it may be an aspiration for some and a reality for others, for everyone it's essential, vital and defining.



A community is only as vital as the commitment people have to it, and the same is true for any association, and in particular this association. The more people participate in an association, the stronger it becomes. Support leads to growth, which leads to better services, which in turn leads to more support and more growth. Understanding this unique and virtuous circle elevates the work and the offering of the MIABC, which benefits us all. For an investment by the members in the MIABC is, in turn, an investment back into the communities we call home.

Great communities attract great people, but excellence doesn't appear simply because we wish it. We achieve excellence through the committed investment of time, talent and resources. It's built on a thousand small successes, and a culture where the balance of innovation and tradition allows for the best to remain and the fresh to flourish.

Investing in communities makes them stronger and stronger communities re-invest in themselves, making them stronger still.



By staying relevant to its members in the years and decades to come, the MIABC will help communities in BC remain relevant for their citizens. As the MIABC thrives, so does its members' ability to continue providing an environment where annual events are anticipated, where playgrounds are filled and where opportunity grows. We are, after all, the community we keep.

**Municipal Insurance
Association of British Columbia**

200-429 West 2nd Avenue
Vancouver, BC V5Y 1E3

Phone: 604-683-6266
Fax: 604-683-6244
Toll Free: 1-855-683-6266

www.miabc.org



Ref: 113278

JUN 09 2016

Mr. Al Richmond
President
Union of British Columbia Municipalities
525 Government Street
Victoria, BC V8V 0A8

Dear Mr. Richmond: *Al:*

I am writing to follow-up on my letter of February 26, 2016, to provide you with a further update on the arrival of Syrian refugees to our province.

I am proud to say that British Columbia (BC) has now welcomed more than 2,300 Syrian refugees to over 45 communities across the province. Nearly all Syrian refugees who have arrived are in permanent housing and are rebuilding their lives as new British Columbians. I am very grateful to our municipalities for the important role they have played in welcoming and supporting Syrian refugees, and would like to express my thanks for their efforts. I have had the great pleasure of meeting with newly resettled refugees and local service providers in Prince George and was humbled by the resiliency and community spirit they possess.

As of March 18, 2016, the regional breakdown for Syrian refugee arrivals to BC was: 52 individuals to the North (2%); 125 to Thompson-Okanagan (5%); 277 to Vancouver Island (12%); 824 to Surrey and the Fraser Valley (35%) and, 1,050 to Metro Vancouver (45%). These figures are updated on a bi-weekly basis and disseminated online through the province's Refugee Readiness Hub (<http://refugeehub.issbc.org/newsletters>). The province-wide hub also contains information on existing services, community-based refugee readiness teams, training materials, and other resources that may be of interest to municipalities.

.../2

Although the federal government has not yet finalized refugee arrivals to BC for the remainder of 2016, the national target for refugees in 2016 is 55,800 – over double the 2015 target. Based on this number, we know that BC can expect a higher number of refugees to arrive over the remainder of the year compared to previous years. It is anticipated that the majority of the remaining 2016 arrivals will happen in the fall. I will be sure to share more up-to-date information with you as it becomes available. In the meantime, Immigration, Refugees and Citizenship Canada (IRCC) is currently in discussions with local settlement service providers to assess their capacity and obtain further information to influence final destining decisions. IRCC has communicated that they will continue to promote a regional approach for destining refugees, whereby government-assisted refugees will benefit from resettlement assistance outside of the lower mainland in communities such as Nanaimo, Abbotsford, Prince George, and Kelowna. This approach will continue to support newcomers in finding available housing and employment opportunities across the province.

People arriving to BC as refugees may have travelled with few belongings, but they bring important knowledge, skills, and experience to their new communities. Recognizing that good jobs help create better futures for newcomers and their families, the province has allocated up to \$1M through the Canada-BC Job Grant Refugee Fund to support job readiness and job-specific skills training for refugees. I strongly encourage municipalities to promote this fund among local industry and employer associations, as well as foster connections between employers and the WorkBC Employer Services Centres serving refugees in their communities. More information is available at: www.workbc.ca/Employer-Resources/Canada-BC-Job-Grant.aspx and www.workbc.ca/Employment-Services/WorkBC-Centres.aspx.

As a part of the overall \$1M Refugee Readiness Fund investment, the province has provided \$500,000 to five Refugee Readiness Teams that are now actively working across BC to identify and prioritize community needs to support a coordinated approach to helping refugees. These teams are an excellent resource for municipalities as they have all completed two-day training workshops on refugee readiness, developed community-based action plans, and are in the process of coordinating local supports. More information on the teams is available on the Hub at: <http://refugeehub.issbc.org/readiness-teams/>.

I also wanted to inform you that, in honour of Canada's humanitarian traditions, BC has recently proclaimed June 20th as "World Refugee Day". This day will mark a key moment to celebrate the efforts of BC communities in welcoming refugees and to raise awareness of the importance of continuing to help refugees resettle and rebuild their lives in our province.

.../3

Mr. Al Richmond
Page 3

I want to thank you again for your dedicated support of refugee settlement across the province. Please feel free to share this letter with your members as appropriate. I look forward to our ongoing engagement on this issue.

Sincerely,



Shirley Bond
Minister

Enclosure

pc: Honourable Peter Fassbender
Ministry of Community, Sport, and Cultural Development
and Minister Responsible for TransLink

APPENDIX 1: Syrian Refugee Arrivals by BC Destination – as of May 17, 2016

Source: <http://www.cic.gc.ca/english/refugees/welcome/map.asp>

Please note: the data below reflects the initial community that refugees were destined for, based on federal government data. It does not reflect secondary movement or the sub-contract arrangements between the Immigrant Services Society of BC in Vancouver and other communities that enabled government assisted refugees to be settled in Nanaimo, Abbotsford, Prince George, Kamloops, and Kelowna.

City	Admitted GARs	Admitted BVORs	Admitted PSRs	Total Admitted	PSRs in Inventory	Total Admitted plus Inventory
Abbotsford	0	7	1 to 4	8 to 11	1 to 4	9 to 15
Aldergrove	0	5	0	5	0	5
Burnaby	0	20	53	73	55	128
Campbell River	0	0	0	0	10	10
Cawston	0	1 to 4	0	1 to 4	0	1 to 4
Charlie Lake	0	0	1 to 4	1 to 4	0	1 to 4
Chilliwack	0	12	0	12	5	17
Clearwater	0	1 to 4	0	1 to 4	0	1 to 4
Coquitlam	0	0	11	11	6	17
Cowichan Bay	0	0	1 to 4	1 to 4	7	8 to 11
Cranbrook	0	1 to 4	0	1 to 4	0	1 to 4
Dawson Creek	0	1 to 4	0	1 to 4	0	1 to 4
Delta	0	0	0	0	1 to 4	0
Duncan	0	7	0	7	0	7
Fernie	0	0	1 to 4	1 to 4	0	1 to 4
Fruitvale	0	0	0	0	1 to 4	1 to 4
Gabriola	0	6	0	6	0	6
Gibsons	0	0	0	0	7	7
Kamloops	0	17	0	17	1 to 4	18 to 21
Kelowna	0	27	13	40	21	61
Ladysmith	0	0	1 to 4	1 to 4	0	1 to 4
Langley	0	5	5	10	11	21
Maple Ridge	0	0	5	5	1 to 4	6 to 9
Nanaimo	0	18	0	18	0	18
New Westminster	0	0	16	16	13	29
North Vancouver	0	5	11	16	8	24
Oliver	0	7	0	7	0	7

City	Admitted GARs	Admitted BVORs	Admitted PSRs	Total Admitted	PSRs in Inventory	Total Admitted plus Inventory
Osoyoos	0	1 to 4	0	1 to 4	0	1 to 4
Pender Island	0	6	0	6	0	6
Penticton	0	1 to 4	0	1 to 4	0	1 to 4
Port Coquitlam	0	0	1 to 4	1 to 4	0	1 to 4
Port Moody	0	0	0	0	1 to 4	1 to 4
Powell River	0	0	0	0	13	13
Prince George	0	6	10	16	0	16
Richmond	0	6	15	21	1 to 4	22 to 25
Salmon Arm	0	11	0	11	6	17
Salt Spring Island	0	0	0	0	6	6
Smithers	0	5	5	10	0	10
Squamish	0	0	0	0	8	8
Summerland	0	5	0	5	0	5
Surrey	0	6	49	55	48	103
Terrace	0	0	0	0	5	5
Vancouver	1579	30	57	1666	76	1742
Vernon	0	0	0	0	1 to 4	1 to 4
Victoria	244	28	16	288	78	366
West Vancouver	0	0	5	5	1 to 4	6 to 9
Whistler	0	0	0	0	5	5
White Rock	0	0	1 to 4	1 to 4	0	1 to 4
TOTAL	1823	245 to 263	278 to 299	2346 to 2385	397 to 424	2743 to 2809

Tracy Bond

From: Wendy Thomson
Sent: Friday, June 17, 2016 12:27 PM
To: Tracy Bond
Subject: FW: Summary of Local Government Engagement on the CLT's Recommendations
Attachments: CLP Regional Engagement Webinars- Input.pdf; CLP Regional Engagement Webinars 2016 - Provincial Staff Contacts.pdf

Board agenda

From: Mezynska, Urszula CSCD:EX [mailto:Urszula.Mezynska@gov.bc.ca]
Sent: Friday, June 17, 2016 11:35 AM
To: Mezynska, Urszula CSCD:EX <Urszula.Mezynska@gov.bc.ca>
Subject: Summary of Local Government Engagement on the CLT's Recommendations

This email is being sent on behalf of Tara Faganello, ADM, Local Government Division, Ministry of Community, Sport and Cultural Development

Dear Mayors, Chairs, Chief Administrative Officers and other webinar participants:

In March 2016, the Ministry of Community, Sport and Cultural Development hosted six engagement webinars on the Climate Leadership Plan with local governments from across BC, and committed to sending you a summary of the content discussed during the webinars.

In preparation for the anticipated release of the government's Climate Leadership Plan, I would like to share with you a summary of input on the Climate Leadership Team's 32 recommendations, that was received from participants during the webinars. The comments recorded during these consultations will continue to be useful in informing government's direction on climate action.

For context and reference, please find attached the previously sent list of Provincial Staff Contacts, and the Climate Leadership Team's 32 recommendations are included in the January 2016 Consultation Guide:
<http://engage.gov.bc.ca/climateleadership/files/2016/01/ConsultationGuide-ClimateLeadershipPlan.pdf>

If you have any questions about the engagement process or the content of the attached materials, please contact the Intergovernmental Relations and Planning Branch at IRPD@gov.bc.ca or call 250 387-4037.

Thank you,

Tara A. Faganello, CPA CGA BA Ec.
Assistant Deputy Minister
Local Government Division
Ministry of Community, Sport and Cultural Development

Telephone: 250-356-6575

{please be green with this email content}

From: Mezynska, Urszula CSCD:EX
Sent: Friday, March 18, 2016 2:57 PM
To: Mueller, Brent CSCD:EX
Subject: Staff Contacts - Local Government Engagement on the CLT's Recommendations

This email is being sent on behalf of Tara Faganello, ADM, Local Government Division, Ministry of Community, Sport and Cultural Development

Dear Mayors, Chairs, Chief Administrative Officers, and other webinar participants,

Please consider this a preliminary follow up message to our engagement webinars with local governments on the Climate Leadership Plan Recommendations.

Thank you to those who were available to participate, and we appreciate that some of you could not join us.

Over the past two weeks, we completed six engagement sessions with local governments across all regions of the province, and received valuable feedback on the Climate Leadership Team's 32 recommendations.

Staff is currently working on a thematic compilation of the comments that were received during the sessions, and those will be sent to you in the coming weeks. If you have any follow up questions related to the webinar discussions, please find attached the contact information for provincial government staff who participated in the consultations.

In the interim, while we prepare to send out additional follow up materials, if you have questions about the consultation process, please contact Brent Mueller, A/Director, Intergovernmental Relations at Brent.Mueller@gov.bc.ca or 250 387-2540.

Finally, a reminder to everyone that submissions on the Climate Leadership Team's recommendations are being accepted until March 25, 2016 (at noon). Submissions can be emailed to climateleadershipplan@gov.bc.ca

Draft Summary of Input from Regional Engagement Sessions on Climate Leadership Team Recommendations (Mar. 8-10, Mar.15-17, 2016)

During the January 25th - April 8th Climate Leadership Plan public consultation period, the Ministry of Community, Sport and Cultural Development conducted six webinars with local governments, five regional (Kootenay-Boundary, Vancouver Island/Coastal, Lower Mainland, North Central and Southern Interior) and one province-wide. Hosted by two Parliamentary Secretaries, senior Ministry staff, and a team of inter-ministry experts, the webinars reviewed the Climate Leadership Team recommendations (as presented in the [January 2016 Consultation Guide](#)) including local governments’ experience with the Climate Action Charter. In total, 99 local governments participated. Attendees included mayors, councillors, board chairs, electoral area directors, CAOs, and planning, public works and engineering staff (as determined by each local government). Below is a listing of the input received during the consultations on each of the 32 recommendations, and other items discussed.

If you have additional comments please contact the Intergovernmental Relations and Planning Branch at IRPD@gov.bc.ca or call 250 387-4037.

What We Value	
Targets, Reviews and Intergovernmental Relations	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Recommendation 29:</u></p> <ul style="list-style-type: none"> Concern about carbon trading - communities would like to reinvest their carbon tax into their communities
Vanc. Island	No comments
Lower Mainland	<p><u>Recommendation 1-3:</u></p> <ul style="list-style-type: none"> Are these targets enough to meet international agreements to limited temperature to 1.5C? How were the target percentages decided on and what were they based on? In community discussions—people were asking about having specific percentages. <p><u>Recommendation 29:</u></p> <ul style="list-style-type: none"> Would like clarification on this recommendation – will it go up, how much, when and what should it be used for? <p><u>Other:</u></p> <ul style="list-style-type: none"> Fully support reducing GHG emissions, but co-benefits (e.g. reduction in air pollutants) also need to be considered
North Central	<p><u>Recommendations 1-3:</u></p> <ul style="list-style-type: none"> How have the targets changed and will they meet the targets set in Paris? Can you define industry targets in Recommendation #3; are their specific industries identified within that? Pleased to hear about the sector targets. Is the Province looking at this as being just for BC, or as part of the global system? As BC’s LNG can decrease emissions by assisting other areas of the world that are using more carbon intensive energy sources. It is important for us to be global citizens and we think this may be missing here. Do not see Recommendation #3 happening. <p><u>Recommendation 29:</u></p> <ul style="list-style-type: none"> Is cap and trade just for BC or nationwide or for Pacific coast?

	<p><u>Other:</u></p> <ul style="list-style-type: none"> Is there the opportunity to discuss recommendations that were not on the topic list of this webinar?
Southern Interior	No comments
Province-wide	<p><u>Recommendations 1-3:</u></p> <ul style="list-style-type: none"> Why didn't the Climate Leadership Team consider systems and policies to meet 2020 targets? Why did the sectoral target for transportation not include aviation?
Fiscal Policy [Submit comments directly to: FINclimateleadership@gov.bc.ca]	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Recommendation 7c:</u></p> <ul style="list-style-type: none"> We would like \$ for infrastructure for electric vehicles, converting fleets(buses) to low GHG vehicles, and clean energy for buildings <p><u>Other:</u></p> <ul style="list-style-type: none"> We provide funds for recreation facilities to reduce their GHG emissions, but do not own those facilities so cannot claim those reductions. Is there provincial support for rural areas that do assist (give \$) to community spaces but do not own them?
Vanc. Island	<p><u>Recommendation 5:</u></p> <ul style="list-style-type: none"> Has a decision been made to increase carbon tax and by what amount over what time frame? <p><u>Recommendation 4, 7a & 7c:</u></p> <ul style="list-style-type: none"> If the carbon tax increases \$10 per tonne, how much of that goes to reducing PST on electricity and how much of it would go to vulnerable groups and local governments? <p><u>Other:</u></p> <ul style="list-style-type: none"> Are you looking at amending the Charter to allow municipalities to use local improvement charges (LICs) to help private citizens undertake energy efficiencies and clean energy projects, e.g. a good pilot example is Halifax's Solar City? Nova Scotia and Ontario are the first to move on using LICs for energy efficiency and renewable energy. Low interest borrowing would be through Municipal Financing Authority (MFA) We would like to be able to borrow from the MFA to do solar projects - is the Provincial government considering changing rules so that we can borrow? What would be really helpful (cost and GHG) is if the Ministry of Environment's permitting process for new technologies (e.g. to convert solid waste) was streamlined.
Lower Mainland	<p><u>Recommendation 5b:</u></p> <ul style="list-style-type: none"> How is "rural" defined in recommendation 5b? <p><u>Recommendation 7c:</u></p> <ul style="list-style-type: none"> What do you mean by incremental tax revenue? We feel that revenue from carbon tax should be put towards greening the economy or reducing GHG, period. LG could get involved in lots of projects – e.g. district energy system from sewer waste. This is good for reducing GHG, because we are no longer using natural gas Dozens of priority projects have already been identified in the many plans that local governments have, e.g. Community Energy and Emissions Plans, Sustainability Plans, and Transportation Plans etc. Is there a potential for the Province to consider using incremental tax revenue to fund transit?

North Central	<p><u>Recommendations 5, 7b, 7c:</u></p> <ul style="list-style-type: none"> • interested in linkage between these recommendations, and wondering if there is a mechanism to provide \$ back to the sector that paid the tax to improve their technologies • Rather than grants where communities will compete with each other, can the Province look at non-application based granting? • Can you give an example of the types of project that would receive funding in 7b and 7c? Would this include projects for operational changes? • Does the Province provide direct incentives to individuals or private residents? • Incentives for street lighting and exterior upgrades from high pressure sodium to LED would certainly be highly valued by our municipality. • We currently operate district energy systems that private systems can connect to if they have a boiler, but it is expensive to do so. Incentives for customers to connect would be great to ensure viability of the district energy system. • Do not accept Recommendation 5. • Monies raised on carbon tax needs to be spent on research and technology rather than cutting taxes and transfers to individuals with low income. <p><u>Recommendation 6:</u></p> <ul style="list-style-type: none"> • What might those other sources of emissions be? And how would it be monitored?
Southern Interior	<p><u>Recommendation 4, 7a:</u></p> <ul style="list-style-type: none"> • Is the Province looking at lower PST for other types of fuels besides electricity? <p><u>Recommendation 7c:</u></p> <ul style="list-style-type: none"> • We would like to see the Province develop a grant program for solar assistance for public and residential buildings.
Province-wide	<p><u>Recommendations 4-7:</u></p> <ul style="list-style-type: none"> • Since we won't meet our 2020 targets, how realistic is it that we'll meet our 2030 and 2050 targets? • Local governments and communities need better fiscal tool/ enabling legislation to densify the urban environment. In particular, home retrofits need to be made more affordable by enabling local governments to introduce local improvement charges.
Adaptation	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Recommendation 24a:</u></p> <ul style="list-style-type: none"> • Funding for hazard maps would be great. We suggest that maps be updated, and that the Province allocate a specific fund (from carbon tax revenues) to this. The Province should take the lead and fund it as there are efficiencies to this. We are worried that local governments will be made to update their hazard maps without support. It would be much more efficient if the Province took the ball, ran with it and gave \$ to do it by the Regional District.
Vancouver Island	<p><u>Recommendation 16:</u></p> <ul style="list-style-type: none"> • How have you dealt with the agriculture sector in formulating the recommendations? <p><u>Recommendation 24a:</u></p> <ul style="list-style-type: none"> • How is the Province suggesting dealing with the development of hazard mapping within the Private Managed Forest Lands (PMFL), and in particular, fire risk? • If the Province undertakes this mapping, we are concerned it will not be specific enough to show local variations. We need a scalpel

	not a sledgehammer.
Lower Mainland	<p><u>Recommendation 24a:</u></p> <ul style="list-style-type: none"> • Will there be funding for updating local hazard maps? <p><u>Recommendation 24b:</u></p> <ul style="list-style-type: none"> • What do you mean specifically by “invest in monitoring systems”? We were hoping to see less self-regulation and more oversight from government into who is reporting and what they are doing.
North Central	<p><u>Recommendation 11:</u></p> <ul style="list-style-type: none"> • Can you provide a brief summary of what is meant by the social cost of carbon? • This is impossible to monitor and the Environmental Assessment Act is already over prescriptive and open to interpretation. <p><u>Recommendation 16:</u></p> <ul style="list-style-type: none"> • What might this look like or what does it mean? Why are we always curtailing revenue development operations like, mining, forestry, agriculture and yet we continue to use up viable production lands for highways, subdivisions etc. in the larger centres. Maybe we need to consider making people live in the community they generate their income. <p><u>Recommendation 24a:</u></p> <ul style="list-style-type: none"> • Have you considered increased geotechnical hazards due to change in weather patterns –would this be included in the hazard mapping? • Does this recommendation pertain to Provincial mapping or local government mapping? It would be good if there were funding for local governments to update flood mapping which was a responsibility passed down in 2004. • What hazards have been identified for what areas? <p><u>Recommendation 24c:</u></p> <ul style="list-style-type: none"> • Do you have examples of government risks for this recommendation? Our municipal drinking water is snow pack dependent, so it would be good if, for example, we had LIDAR studies and surveys for water resource management. <p><u>Recommendation 24d:</u></p> <ul style="list-style-type: none"> • Are there any details or plans for this recommendation? <p><u>Recommendation 25a, b:</u></p> <ul style="list-style-type: none"> • Suggest not just using First Nations traditional knowledge but all members of the community; all community members should get equal and similar programs.
Southern Interior	<p><u>Recommendation 11:</u></p> <ul style="list-style-type: none"> • Can you expand on what is meant by the social cost of carbon?
Province-wide	<p><u>Recommendation 24 a-d:</u></p> <ul style="list-style-type: none"> • Increased communication and dialogue is always a good thing. • Will updated hazard maps be made available to local governments to help with land use planning? • Will funding be available to local governments to help mitigate flooding and other risks associated with climate change? • We are poised to have significant impacts from sea level rise (e.g. resorts will be inundated with a small rise). Are there any mechanisms for mitigation and/or compensation? <p><u>Recommendations 16 and 25:</u></p> <ul style="list-style-type: none"> • Will you be working with the Marine Planning Partnership when considering protected area strategies for the North Coast?

INFORMATION FOLLOW UP:

[Marine Planning Partnership](#) is a partnership between FLNRO and First Nations on the North Coast.

The Way We Live

Communities

Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Other:</u></p> <ul style="list-style-type: none"> How does drought, water source and drinking water planning in light of climate change fit into the Climate Leadership Plan? We have not seen this prominent in the discussions but it is top of mind for constituents.
Vancouver Island	<p><u>Recommendation 21:</u></p> <ul style="list-style-type: none"> Charter is now accepted and has been very beneficial in directing further action through the community energy and climate plans. We appreciate the provincial initiative on this, and think updating it is a great idea. Can you expand on how you see the alignment of the Province and communities under the Charter reinvigoration? Climate Action Charter – In the beginning, the fact that it was not legally binding helped get council votes, in addition, the belief that we would not be able to participate in programs/grants if we did not sign on. Signing of the Charter was the first step, and we have received a lot of help along the way. <p><u>Recommendation 22:</u></p> <ul style="list-style-type: none"> We'd like to see more focus on zero waste than waste to energy. We would encourage the Province to look at some other funding streams for food and organic waste diversion. Very interested in waste to resource strategy especially regarding dealing with residuals locally but find a lack of solutions (e.g. contractors with solid business plans) to deal with it, so anything the Province can do to help bring a solution would be great. Waste to resource strategy has tremendous benefits (including GHG reduction) and has been used in Germany and also Japan, but we need energy from waste to look at biomass, and at integrated energy systems that can end up being a revenue generator. Where are the recommendations for local food production? Need focus on waste to compost to be available for local food production in addition to just waste to energy. The 25% tax reduction for farmers to donate food to food bank rather than landfill does not apply to small producers – if ministry is really interested in local food production, we encourage them to look beyond the industrial scale producers. <p><u>General:</u></p> <ul style="list-style-type: none"> Local food supply and agricultural land is of great importance to us. One really important piece is having production and storage facilities to enable locals to make produce available for longer periods of time.
Lower Mainland	<p><u>Recommendation 21:</u></p> <ul style="list-style-type: none"> We need more info on what this means? What does this mean for Charter signatories? The Charter has been an excellent way to advance climate work but there has not been enough work on supporting compact, compete communities and land use. How does the Province assist small municipalities that have limited abilities to meet Charter commitments? Small communities need help to assess risk and developing risk management plans.

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	<p><u>Recommendation 22:</u></p> <ul style="list-style-type: none"> • While we are supportive of an aerobic reduction, waste to resource cannot include waste to energy as incineration of waste is not consistent. • What is the definition of waste to resource?
North Central	<p><u>Recommendation 21:</u></p> <ul style="list-style-type: none"> • Sometimes the technologies to implement climate goals supersede our financial abilities, are there any efforts to look at modernizing local government so that we can act a little faster, and take advantage of opportunities? A lot of time, we do not hear about funding opportunities in a timely fashion. We have our OCP and then a funding opportunity may distract us from our long term OCP vision. How do we start to erase the distractions and focus on what needs to get done. It would be beneficial to have a ministry that was a cross of all ministries. • CARIP is very labour intensive for the \$ received. CARIP needs to be looked at if you want to get to 100% signing the Charter .
Southern Interior	<p><u>Recommendation 21:</u></p> <ul style="list-style-type: none"> • Is the Province intending to look at the CARIP program as a part of this recommendation? • Charter was a huge impetus to take action. It has been positive to have the Charter as a focal point for action as it makes it easier when all local governments are doing something rather than each doing something on their own. We need that kind of energy back again in terms of work around climate action in the Province and local governments. Premier Campbell took a leadership role that helped us get work done. • It is important to continue to include Local Governments in moving forward to meet GHG reduction targets . The Climate Action Charter and the Climate Action Revenue Incentive Program have been valuable. • We feel the requirement to annually update the Corporate GHG emission inventory, address what actions have occurred in the previous year and planned for the next year to be very valuable. • We annually review the provincial summary of actions that have occurred to identify actions which actions may be relevant for us and to stimulate ideas for future projects. • The requirement to report annually to council has helped to raise awareness of climate change and the importance of addressing climate mitigation and adaptation. • It is important to continue to engage municipalities through webinars like the recent CARIP Reporting Back to Basics webinar, through e-mail updates and the Climate Action Toolkit. <p><u>Recommendation 22:</u></p> <ul style="list-style-type: none"> • Do you have updates on any protocols for landfill cover systems and organic composting systems? • Would this recommendation include consideration of bio-solids from liquid waste treatment plants?
Province-wide	<p><u>Recommendation 22:</u></p> <ul style="list-style-type: none"> • More focus needs to be placed on waste reduction policies (i.e. zero waste policy) in addition to a waste-to-energy policy. • Waste-to-energy should be put on hold until waste reduction is dealt with better. • Supportive of a waste-to-energy strategy, but there must be money provided to support implementation of the strategy by local governments to avoid raising taxes.
<p>INFORMATION FOLLOW UP: Tax reduction for farmers - https://news.gov.bc.ca/releases/2016AGRI0008-000275</p>	

<p>Organics Diversion - 'How' tab - http://www.toolkit.bc.ca/carbon-neutral-government Climate Action Revenue Incentive Program (CARIP) - http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm Climate Action Charter - http://www.cscd.gov.bc.ca/lgd/greencommunities/climate_action_charter.htm</p>	
Buildings	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Recommendation 20a:</u></p> <ul style="list-style-type: none"> • We should be encouraging 2X8 framing instead of 2X6 as it is good for the lumber market, good as a sink of carbon, and makes it easy to add insulation up to R28. This is important to push through the building code. • If we proceed down this avenue then the funding agents must include that extra cost in construction for things like schools and hospitals. <p><u>Recommendation 20c and 20d:</u></p> <ul style="list-style-type: none"> • These recommendations are very important. This will have the most impact on the residential sector. The Province can direct BC Hydro, but are you looking at asking Fortis Gas/Fortis Electric to do the same? • Locally there is strong feeling that Energy Ratings should be done as a condition of sale, to encourage building materials and appliances to be most efficient. • It is really costly to build a new home, so the Province needs to think about whether adding a new cost will impact that, as any additional cost would be detrimental to building or purchasing and our economy.
Vancouver Island	<p><u>Recommendation 20c:</u></p> <ul style="list-style-type: none"> • Seems to speak to Local Improvement Charges (LICs) but I think the 20C is speaking to on-bill financing • Nova Scotia and Ontario models are very good for LICs and potential financing through Municipal Finance Authority. <p><u>Other</u></p> <ul style="list-style-type: none"> • These are really important issues in our community, and we hope to see these requirements to gradually, incrementally increase so eventually we have zero emission buildings. • Good recommendations on building energy efficiency – but we need to consider embodied energy in the construction materials and deconstruction and loss of sequestered carbon from development on site.
Lower Mainland	<p><u>Recommendation 20a:</u></p> <ul style="list-style-type: none"> • Is that requirement now law? • Do public sector buildings include local government buildings? • Applaud the government for this. <p><u>Recommendation 20b and 20d:</u></p> <ul style="list-style-type: none"> • Passive housing – this is an emerging opportunity, will that be part of the recommendations? • Codes are really important to have updated so we don't slow down innovation. • Applaud Province for making these requirements as it forces us to the highest standard, rather than falling to the lowest standard • Is the Climate Leadership Team using the Clean Energy Act definition for renewable energy in 20b? <p><u>Other:</u></p> <ul style="list-style-type: none"> • We don't see biomass as a clean energy source as it pollutes in other ways.
North Central	No comments

Southern Interior	<p><u>Recommendation 20a:</u></p> <ul style="list-style-type: none"> • Does this apply to local government buildings as well? • Will an onsite renewable component be required for public building retrofits? <p><u>Recommendation 20b:</u></p> <ul style="list-style-type: none"> • Is this recommendation being explored as part of updating the building code through Bill 3?
Province-wide	<p><u>Recommendation 20c:</u></p> <ul style="list-style-type: none"> • Local improvement charges can play a big role in addressing this regulation, but local governments need enabling legislation and regulation to implement. <p><u>Recommendations 20b and 20c:</u></p> <ul style="list-style-type: none"> • Will the building code be updated to enable best-in-class energy efficient buildings?
<p><i>INFORMATION FOLLOW UP:</i> BC Hydro's Home Energy Rebate Offer - https://www.bchydro.com/powersmart/residential/savings-and-rebates/current-rebates-buy-backs/home-renovation-rebates.html?WT.mc_id=rd_homerebates</p>	

The Way We Travel	
Transportation	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Recommendation 23:</u></p> <ul style="list-style-type: none"> • We need to encourage BC Transit to have a proactive plan going forward. We are trying to grapple with new reallocation of \$7million fund. We need to be able to organize transit at convenient times, and at least 3 times a day. We need an assessment done on the convenience of public transit. • Agree we need more transit, as it is limited in our valley.
Vancouver Island	<p><u>Recommendation 19a:</u></p> <ul style="list-style-type: none"> • We do see a reliance on vehicles, we know that they are 70% of our GHG emissions. We are very supportive of ways to support electric vehicles (EVs). Any subsidy for EVs would be very positive and with the new models and greater range that will be good for the future. <p><u>Recommendation 23:</u></p> <ul style="list-style-type: none"> • This is a big one for us. We are have nodes of dense population and a lot of rural area, which makes transit a challenge as it is very expensive and hard to provide frequency to make it work for people. We provide transit for social reasons. <p><u>Other:</u></p> <ul style="list-style-type: none"> • We would like to encourage biodiesel but currently there is a tax on them that is really unfair (motor fuel tax and carbon tax). It would be good to do something about these taxes and take them off biodiesel. • We like these recommendations and we think we need to consider reductions in air travel for shipping and pleasure, as these are a major GHG contributor—are there any conversations going on regarding air transport?

<p>Lower Mainland</p>	<p><u>Recommendation 19a:</u></p> <ul style="list-style-type: none"> We are seeing more electric vehicles, but multi-family buildings do not often have charging infrastructure and it is super expensive to retrofit. Has there been any consideration of standards for charging infrastructure? <p><u>Recommendation 23:</u></p> <ul style="list-style-type: none"> Often it seems financial assistance for transit is for larger communities, smaller communities also need continued support/\$ Agree with the above bullet. Any thought from the Climate Leadership Team on how the Province would increase use of transit through provincial policy? And will these efforts be formalized in the Climate Leadership Plan? How will this recommendation build on existing regional transit strategies? We need to support non-motorized travel through things like Bike BC grants and bike infrastructure. We'd like to see a reasonable and rational approach on tolling in Metro Vancouver. The Province owns most bridges, and studies show tolling reduces traffic and congestion, and increases use of transit. We have seen 10 years of the Province refusing to take a position on tolling, and we don't like the position of having to have an alternative route if there is a toll route. We would like to request that the Province take a position on tolling and road pricing. Is the Province considering reallocating the roads and bridges budget to active transportation? <p><u>Other:</u></p> <ul style="list-style-type: none"> We would like to see use of clean electric shore power, and ask that electric power be installed at major truck stops. After Air Care was cancelled, we thought it would be replaced with a program on heavy duty diesel emission, is that still being developed? <p><u>Recommendation 19c:</u></p> <ul style="list-style-type: none"> Locomotive idling and aviation fuels, why are they not part of any recommendations?
<p>North Central</p>	<p><u>Recommendation 19a:</u></p> <ul style="list-style-type: none"> We are happy to have low emission vehicles, but has there been thought to how this would work in the North where we often have to travel between communities for work? We are not sure how reliable they will be when they have a different set of skills to look after them. <p><u>Recommendation 19a-c:</u></p> <ul style="list-style-type: none"> We do a lot of cross border work with Alberta and Saskatchewan, would they also have to follow these frameworks? If not, those companies could underbid the companies in BC. Has there been any consideration to the pollution caused by the disposal of batteries for electrically run vehicles and other devices. I am told that there is no safe disposal of the batteries when they become non-rechargeable. Maintenance cost for propane fueled vehicles is much higher and is not viable in colder climates. <p><u>Recommendation 23:</u></p> <ul style="list-style-type: none"> Can you provide an example of support that could be provided for increased transit in our part of the province? We certainly take advantage of Bike BC. <p><u>Other:</u></p> <ul style="list-style-type: none"> Communication improvement would help to reduce transportation emissions in the north – e.g. high speed service, cell service. Erosion of local services, e.g. medical diagnostics, is contributing to transportation emissions in the North.

Southern Interior	<p><u>Recommendation 19a:</u></p> <ul style="list-style-type: none"> • Can you comment on supports for electrification of transportation fleets? <p><u>All Recommendations:</u></p> <ul style="list-style-type: none"> • We are concerned there is too much focus on zero emission vehicles and the low-carbon fuel standard (LCFS). They are important but we get the sense that recommendation 23 and alternative modes like transit, pedestrians and cycling are an afterthought. We are concerned that the Province will focus its plan still on fuels/vehicles, and that transit, pedestrians and cycling will fall to communities. <p><u>Other:</u></p> <ul style="list-style-type: none"> • Suggest requiring all local and provincial fleet to be hybrid or electric.
Province-wide	<p><u>Recommendation 19a:</u></p> <ul style="list-style-type: none"> • Is there a provincial role in helping remote communities with electric charging stations? <p><u>Other:</u></p> <ul style="list-style-type: none"> • Commercial vehicle electrification in remote areas may have some logistical challenges. As it stands there are tremendous fuel and financial costs involved in getting wood fibre to market.
<p>INFORMATION FOLLOW UP:</p> <p>http://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/cycling</p> <p>http://www2.gov.bc.ca/assets/gov/government/about-the-bc-government/transportation/bconthemove.pdf</p> <p>https://www.cevforbc.ca/clean-energy-vehicle-program</p>	

The Way We Work	
Natural Gas and LNG; Forestry and Agriculture	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Recommendation 17:</u></p> <ul style="list-style-type: none"> • We need to look at forestry practices so we should no longer have slash and burn as this contributes to GHG emissions. We agree with increased carbon sequestration. • Glad to hear that the Province is working on the above issue (of slash and burn) as it is a big issue. What do you have to induce small companies to use that material? • Very supportive of reuse of forest harvest residuals and further development here. It seems as though there are some great initiatives with tenure holders to increase in-the-field use. • When forests are clear cut what does that mean in terms of GHG emissions? Is there really strong oversight by the Province to make sure that it is being reforested • Is there a formal position of the Province – on scavenging for fire wood? We would see district managers be proactive and put it back into the hands of the public and let them harvest this material prior to it being burned. • Is there any consideration to make redundant forest roads in order to sequester more carbon? <p><u>Recommendation 18:</u></p> <ul style="list-style-type: none"> • With inspection facilities centralized, many farmers are going out of business or are driving significant distances. We want food

	processing in communities so that they don't have to drive so far and it is more economical for them. Can we see this review in the Climate plan for perhaps a more realistic approach including with regards to the Meat Inspection Regulation?
Vancouver Island	<p><u>Recommendation 14 and 15:</u></p> <ul style="list-style-type: none"> LNG jobs should not be included in the clean tech economy. We would like to see a sunset clause included in LNG in recognition that LNG is still a fossil fuel and not as great as an advantage. Seven to nine percent of all GHG gases were fugitive emissions and that is a big number, they are hard to capture. Getting fugitive emissions is a good goal. Natural gas is methane. Whether there are fugitive emissions or not, we need to wean off of fossil fuels. All the current science shows that we should not be creating new fossil fuel infrastructure.
Lower Mainland	<p><u>Recommendation 15:</u></p> <ul style="list-style-type: none"> Was there a concept to reduce fugitive and vented methane emissions beyond 40% in 5 years? <p><u>Recommendation 17:</u></p> <ul style="list-style-type: none"> We do not think that biomass is a clean source of energy and coal fired power plants shouldn't burn garbage either. Because of the issue of pollution, we think they should be using natural gas not biomass.
North Central	<p><u>Recommendation 17:</u></p> <ul style="list-style-type: none"> To do this in our area specifically will require more fuel for transportation and the value of the material is next to nothing. There will either have to be a subsidy for transportation or research into non-carbon fuels. Propane conversion also does not work in the north as it freezes below certain temperatures and therefore cannot be used. <p><u>Other:</u></p> <ul style="list-style-type: none"> Climate policies should be assessed for full consequences on both the environment and the economy. BC is a resource-based economy and we cannot leave those industries in the dust, we have to balance things appropriately.
Southern Interior	<p><u>Recommendation 17:</u></p> <ul style="list-style-type: none"> Will this include stopping slash and burn practices and beehive burners?
Province-wide	<p><u>Other:</u></p> <ul style="list-style-type: none"> BC's old growth rainforest is a world class carbon sink. Are there any plans to halt all old growth logging?
<p>INFORMATION FOLLOW UP: Forests and Agriculture: https://www.for.gov.bc.ca/het/climate/carbon/Forest-Carbon-Discussion-Paper_201310.pdf https://www.for.gov.bc.ca/hth/timber-tenures/small-scale-salvaqe/index.htm</p>	
Electricity; Low Carbon Economy	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Recommendation 10 & 12:</u></p> <ul style="list-style-type: none"> We are concerned about electricity pricing. Fortis has two tiers. How about removing tiers for pricing and moving to time of day pricing? We do not see an emphasis on solar and wind. We would like to see some stimulus programs for solar and more research on where wind might be applicable. We want it spelt out as a focus for proceeding into the future. It is also our experience that the cost of electricity is going up leaps and bounds and becoming cost prohibitive, and so solar would help augment this. We do not see hydro as

	<p>the only solution, and we want incentive programs from the Province and the Federal government for solar and wind.</p> <ul style="list-style-type: none"> • Solar hot water may or may not be as economical depending on source water, as preheating hot water has an incremental benefit depending on source (temperature) of water. The real potential is assessed site by site. Are the energy potential maps of the Province being updated? We should put the info out to people to help make choices – e.g. maybe solar PV, solar hot water. • We hope that these initiatives for energy also eventually explore the components of grid-tied feasibility and increased pricing incentives (i.e. pricing that is fair), for non-commercial residents. This accomplishes both the operational and public relations value in communities. Currently, Fortis pays 2.8 cents/kWh, while at the same time the customer buys back at about 4-6 times that much. This balance does not incentivize small-scale power production.
Vancouver Island	<p><u>Recommendation 12:</u></p> <ul style="list-style-type: none"> • It seems that this recommendation and BC Hydro's integrated resource plan have inconsistent goals (Climate Leadership Team says 100% clean by 2025, but BC Hydro says it will use Natural gas)? • We want clean energy in the North Coast, not natural gas fired. • The devil will be in the details. We have gone from support for run of river to extremely negative reaction to it, due to impacts on forest through power lines and other problems. • We think this is a great initiative. Were BC Hydro to provide a greater solar incentive (even a few cents per kWh) it could have a huge effect. It may need an integrated strategy, but it could be a good partnership with Hydro as you could use less of water behind dam in summer when you have peak solar. In remote communities which have much higher costs for diesel, there should be good opportunities for solar and other alternatives. • We support the other comments on solar projects, as technology has brought the cost down, and it is becoming a viable solution. It is not clear the public knows about this. • Totally agree that BC Hydro could have higher solar pay on grid tie in. There are still barriers to this like increase in property assessment and corresponding municipal taxes. We think there could be other advantages once there are more electric vehicles in use. • Advances in battery tech are going to make the ability of solar array to store power, and power electric vehicles overnight. This will make it even more viable. • We would like to see more support for geothermal. It is a consistent energy source unlike other green energy sources that are intermittent, and we are one of the Pacific Rim countries not doing larger geothermal. There is potential to transform decommissioned mines into geothermal energy sources and we would love to have some resources or support to look at doing this in our communities
Lower Mainland	<p><u>Recommendation 28:</u></p> <ul style="list-style-type: none"> • We hope that this review will look at opportunity is for local governments to retain offset \$ so that they can use that to reduce GHG emissions.
North Central	<p><u>Recommendation 12:</u></p> <ul style="list-style-type: none"> • Where would this scenario fit with operations like co-gen or pellet plants when producing electricity? <p><u>Recommendation 26:</u></p> <ul style="list-style-type: none"> • Would the Province consider LNG as an alternative to diesel? In situ natural gas may make sense.
Southern Interior	<p><u>Recommendation 10:</u></p> <ul style="list-style-type: none"> • A plug for clean energy and clean energy businesses including incentives for the clean energy sector. Also are there any updates?

	<p><u>Recommendation 12:</u></p> <ul style="list-style-type: none"> • Are there plans to support solar energy in the province?
Province-wide	<p><u>Recommendation 12:</u></p> <ul style="list-style-type: none"> • Fully in support of solar, wind and geo-thermal energy. <p><u>Recommendation 13:</u></p> <ul style="list-style-type: none"> • What types of energy are you considering to replace diesel in remote communities? <p><u>Recommendation 27:</u></p> <ul style="list-style-type: none"> • Is there funding available for clean energy businesses that aren't first nations?
<p>INFORMATION FOLLOW UP:</p> <p>Community Energy Leadership Program - http://www2.gov.bc.ca/gov/content/industry/electricity-alternative-energy/community-energy-systems/community-energy-leadership-program;</p> <p>Innovative Clean Energy Fund - http://www2.gov.bc.ca/gov/content/industry/electricity-alternative-energy/innovative-clean-energy-solutions/innovative-clean-energy-ice-fund;</p> <p>BC Hydro's Standing Offer Program - https://www.bchydro.com/energy-in-bc/acquiring_power/current_offerings/standing_offer_program.html</p> <p>BC Hydro's Net Metering Program - https://www.bchydro.com/energy-in-bc/acquiring_power/current_offerings/net_metering.html?WT.mc_id=rd_netmetering</p>	

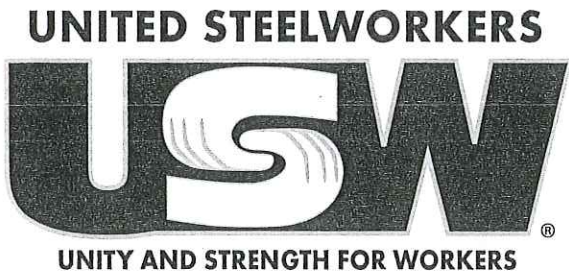
Other Comments	
Region	Input Received and Questions Discussed During Consultations
Kootenay	<p><u>Funding:</u></p> <ul style="list-style-type: none"> • Funding is very important. We got funding when we put in a water treatment plant to help with micro hydro, and it was a huge help and something we would not have done if we had not had a grant. • We will be looking at having our community energy planning group do a renewable energy scale for our area. Many assets are not owned by the local government. Will grants be available to societies if supported by the local government? <p><u>Engagement and Input:</u></p> <ul style="list-style-type: none"> • We would like to be engaged. • It would be nice to have another session like this, as it is to hear what other people are thinking. • It would be good to see the summary of these engagements, and keep track of how the initiative is unfolding. • What is the input period for the Climate Leadership Plan? We would like to see a summary of questions and answers along with the contacts for Provincial agencies. <p><u>Other:</u></p> <ul style="list-style-type: none"> • We would like information on community forests and how they figure into the carbon credits? • We have been asked by the public to take over more and more parks. Is the sequestration they provide, valid to claim for their GHG reductions?
Vancouver Island	<p><u>Engagement and Input:</u></p> <ul style="list-style-type: none"> • How do we do provide more input or best approach you for a answers? • Thanks for the opportunity we will be bringing forward a proposal urging all 32 recommendations. • We appreciate the engagement today and our committee supports all 32 recommendations.

	<ul style="list-style-type: none"> • Thanks for the opportunity to give direct input on the document. • We appreciate the efforts of the climate group and appreciate the process. <p><u>Other:</u></p> <ul style="list-style-type: none"> • Lots of good ideas from the engagement. Our corporate energy strategy has been a huge success. One troubling thing is that many policies are inconsistent (e.g. reduction in transit funding). We suggest an additional recommendation that all policies should be done with an environmental lens including a GHG reduction lens.
Lower Mainland	<p><u>Engagement and Input:</u></p> <ul style="list-style-type: none"> • This process has been so easy. • Do we have list of all connected LG participants? • Good experience with the consultation and being able to talk directly to the Province. • Will the Province consider opening up an additional consultation phase to review a draft plan? • Additional support for a local government review of a draft plan. • Thank you for the webinar today. Will there be an opportunity (similar to the Green Communities Working Groups – small communities, large communities, and Carbon Neutral) to partner with the Province to discuss challenging issues of land use? • It would be good if the plan outlined a multi-stakeholder working group to help implementation of the plan. • Thank you it has been informative and I like the format to hear from others. <p><u>Other:</u></p> <ul style="list-style-type: none"> • Local governments are all engaged, with e.g. recycling, retrofitting houses, changing bylaws etc. One thing that would be beneficial is if the Province could actually collect that data and see where we are at, what we are doing well and where we need to work on things. • Additional sequestration from forestation and, co-benefits of tree planting is important for GHG reduction. • The BC Hydro Sustainable Communities program has been instrumental; could the Province consider how that kind of capacity building for local governments could be enhanced? • How does land use planning fit into the recommendations? • Realizing and quantifying the sequestration on natural assets, we would like to see this included in the plan. • We would rather use the money we pay to get to carbon neutrality to invest in our communities. We would like Provincial policies to favour this over purchasing carbon offsets.
North Central	<p><u>Engagement and Input:</u></p> <ul style="list-style-type: none"> • Thank the Province for leadership on this. It would be great to have a forum (in addition to what already exists) to share success stories. • BC Hydro funded community energy managers were a great asset for the time we had them. • Was there a northern representative on the Climate Leadership Team?
Southern Interior	<p><u>Engagement and Input:</u></p> <ul style="list-style-type: none"> • Great to see such a diverse group of people on the Climate Leadership Team – hope we can move forward on these recommendations. • How do the 32 recommendations align with what is happening elsewhere in the country? Are we heading in the right direction? Are we leaders? The recommendations are meant to be taken as a whole, is that still the view? • While the CLP consultation webinar for local governments was appreciated, it would have been valuable to have received information earlier in the consultation process.

Province-wide	<p><u>CARIP:</u></p> <ul style="list-style-type: none"> • For small local governments, the time and costs it takes to meet the CARIP requirements is not worth the money that is received in return. • Curious about whether there are other small communities that don't necessarily get value out of CARIP? <p><u>Engagement and Input:</u></p> <ul style="list-style-type: none"> • Will there be a synopsis of the engagement available? • Video conferencing system is good, but it would be great to have a list of the speakers and staff. • It would be good to know how many people are on the video conference.
<p><i>INFORMATION FOLLOW UP:</i> Federal/Provincial Climate - Vancouver Declaration - http://www.scics.gc.ca/english/Conferences.asp?a=viewdocument&id=2401</p>	

Local Government Engagement on the Climate Leadership Team Recommendations

Consultation Guide Categories	Provincial Government Staff Contacts
General engagement process contacts	Ministry of Community, Sport and Cultural Development Jennifer Hill, Manager, Intergovernmental Initiatives Telephone: 250 387-0089 Email: Jennifer.Hill@gov.bc.ca Mary Storzer, Senior Planner, Intergovernmental Relations and Planning Telephone: 250 356-5515 Email: Mary.Storzer@gov.bc.ca
What We Value: <ul style="list-style-type: none"> • Targets, Reviews, Intergovernmental Relations • Fiscal Policy Adaptation 	Ministry of Environment, Climate Action Secretariat Ben Finkelstein, Manager, Communities and Built Environment Telephone: 250 356-7847 Email: Ben.Finkelstein@gov.bc.ca Ministry of Finance: Any submissions, comments or feedback about the carbon tax, PST and related fiscal policy recommendations of the CLT plans should be sent Finance using the following e-mail address: FINclimateleadership@gov.bc.ca Ministry of Agriculture Brenda Lennox, Senior Manager, Market Development and Promotions Telephone: 250 356-2945 Email: Brenda.Lennox@gov.bc.ca Ministry of Aboriginal Relations and Reconciliation Rob Draeseke, Chief Negotiator, Strategic Partnerships and Initiatives Division Telephone: 250 356-8768 Email: Rob.Draeseke@gov.bc.ca
The Way We Live: <ul style="list-style-type: none"> • Communities • Buildings 	Ministry of Community, Sport and Cultural Development Meggin Messenger, Executive Director, Intergovernmental Relations and Planning Telephone: 250 387-4045 Email: Meggin.Messenger@gov.bc.ca Brian Bedford, Director, Local Government Infrastructure & Finance Telephone: 250 356-0700 Email: Brian.Bedford@gov.bc.ca Ministry of Environment, Environmental Protection Division Kris Ord, A/Executive Director, Environmental Standards Branch Telephone: 250 387-9933 Email: Kris.Ord@gov.bc.ca Sonya Sundberg, A/Manager, Clean Communities, Environmental Standards Branch Telephone: 250-953-3866 Email: Sonya.Sundberg@gov.bc.ca Ministry of Natural Gas Development, Office of Housing and Construction Standards Lee Nicol, A/Director, Policy and Code Development Telephone: 250 812-5760 Email: Lee.Nicol@gov.bc.ca Ministry of Energy and Mines Christina Ianniciello, Director, Communities and Transportation Branch Telephone: 250 952-0686 Email: Christina.Ianniciello@gov.bc.ca
The Way We Travel: <ul style="list-style-type: none"> • Transportation 	Ministry of Transportation Alan Callander, Manager, Active Transportation & Climate Action Policy Telephone: 250 356-5563 Email: Alan.Callander@gov.bc.ca Ministry of Community, Sport and Cultural Development Jessica Brooks, Executive Director, Transportation Governance and Planning Telephone: 250 952-6596 Email: Jessica.Brooks@gov.bc.ca Ministry of Energy and Mines Christina Ianniciello, Director, Communities and Transportation Branch Telephone: 250 952-0686 Email: Christina.Ianniciello@gov.bc.ca
The Way We Work: <ul style="list-style-type: none"> • Natural gas and LNG • Forestry and Agriculture • Electricity • Low Carbon Economy 	Ministry of Energy and Mines Paul Wieringa, Executive Director, Alternative Energy, Electricity and Alternative Energy Telephone: 250 952-0651 Email: Paul.Wieringa@gov.bc.ca Ministry of Natural Gas Development Michelle Schwabe, Director, Regulatory Policy Telephone: 250 387-1585 Email: Michelle.Schwabe@gov.bc.ca Ministry of Forests, Lands and Natural Resource Operations James Sandland, Director, Tenures, Competitiveness and Innovation Division Telephone: 250 953-3988 Email: James.Sandland@gov.bc.ca Ministry of Agriculture Brenda Lennox, Senior Manager, Market Development and Promotions Telephone: 250 356-2945 Email: Brenda.Lennox@gov.bc.ca Ministry of Aboriginal Relations and Reconciliation Rob Draeseke, Chief Negotiator, Strategic Partnerships and Initiatives Division Telephone: 250 356-8768 Email: Rob.Draeseke@gov.bc.ca Ministry of Jobs, Tourism and Skills Training Jeremy Hewitt, Executive Projects Director, Major Investments Office Telephone: 250 356-7576 Email: Jeremy.Hewitt@gov.bc.ca



Stephen Hunt
District Director

District 3
Western Provinces and Territories

June 14, 2016

COPY

Mayor & Councillors
District of Ucluelet
200 Main Street, Box 999
Ucluelet, BC
V0R 3A0

Dear Mayor & Councillors,

I'm writing to draw your attention to an issue of importance to members of the United Steelworkers working in the BC forest industry, particularly those employed on Vancouver Island.

It has come to our attention that certain organizations are lobbying for an end to old growth logging in the Walbran area of TFL 46, and more recently, some other areas of the Island. Such a move would inflict considerable harm to the thousands of workers employed in the forest industry throughout Coastal BC.

Our union believes strongly in the value of our province's working forests. Our forests are a renewable resource that requires proper management to ensure their sustainability for generations to come. We have not shied away from raising our concerns when actions are undertaken that threaten this sustainability; be it from companies that are not logging responsibly, governments that are allowing for record number of log exports or organizations which seek to lock up large areas of the working forest resulting in lost jobs, economic activity and reduced revenue for important government programs.

High value timber from old growth logging is an integral element of the forest industry that provides balance to the lower values strands of timber that are logged by our members.

As these issues are discussed, we ask you to consider the perspective of forest workers, their families and communities that rely upon a sustainable, working forest for their livelihoods.

Should Council be interested, our office would be pleased to present more information on this important topic for your consideration.

Page 2
June 14, 2016



Sincerely,

Stephen Hunt
Director

SH/SL/gt



Copy: Alberni-Clayoquot Regional District
Bob Matters
USW Vancouver Island Local Unions

Our ref: 1980-136-1 Coast Locals Correspondence
1980-131- Steelworkers Wood Council Correspondence
1620-100 Timber Harvesting



UNITY AND STRENGTH FOR WORKERS

District 3

Western Provinces and Territories

Stephen Hunt
District Director

June 14, 2016

Mayor & Councillors
District of Tofino
PO Box 9, 121 3rd Street
Tofino, BC
V0R 2Z0

Dear Mayor & Councillors,

I'm writing to draw your attention to an issue of importance to members of the United Steelworkers working in the BC forest industry, particularly those employed on Vancouver Island.

It has come to our attention that certain organizations are lobbying for an end to old growth logging in the Walbran area of TFL 46, and more recently, some other areas of the Island. Such a move would inflict considerable harm to the thousands of workers employed in the forest industry throughout Coastal BC.

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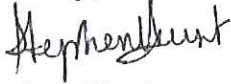
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Stephen Hunt
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Stephen Hunt
District Director

UNITY AND STRENGTH FOR WORKERS

District 3

Western Provinces and Territories

June 14, 2016

Mayor & Councillors
City of Port Alberni
4850 Argyle Street
Port Alberni, BC
V9Y 1V8

Dear Mayor & Councillors,

I'm writing to draw your attention to an issue of importance to members of the United Steelworkers working in the BC forest industry, particularly those employed on Vancouver Island.

It has come to our attention that certain organizations are lobbying for an end to old growth logging in the Walbran area of TFL 46, and more recently, some other areas of the Island. Such a move would inflict considerable harm to the thousands of workers employed in the forest industry throughout Coastal BC.

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June 14, 2016

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Stephen Hunt
Director

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1980-131- Steelworkers Wood Council Correspondence
1620-100 Timber Harvesting



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: June 22, 2016
Subject: ACRD 2015 Statement of Financial Information

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approve the 2015 Statement of Financial Information (SOFI) for the Alberni-Clayoquot Regional District including all of the statements and schedules.

Summary:

The SOFI report includes the audited financial statements as well as schedules for guarantees and indemnity agreements, remuneration and expenses, and suppliers of goods and services. The report requires approval by the Board of Directors prior to submission to the Ministry of Community, Sport and Cultural Development. The deadline for submission is June 30th of each year.

Background:

In past years the SOFI has been referred to as the Public Bodies report.

Policy or Legislation:

The Regional District SOFI must be prepared annually in accordance with the Financial Information Act.

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

Approved by: _____
Wendy Thomson, Manager of Administrative Services

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

STATEMENT OF FINANCIAL INFORMATION PERIOD ENDED DECEMBER 31, 2015

Table of Contents

Audited Financial Statements which includes:

- Statement of Financial Position
- Statement of Operations
- Schedule of Debenture Debt
- Schedule of Guarantee and Indemnity Agreements
- Schedule of Remuneration and Expenses
- Statement of Severance Agreements
- Schedule of Payments to Suppliers
- Statement of Financial Information Approval
- Management Report

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Consolidated Financial Statements
Year Ended December 31, 2015

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Index to Consolidated Financial Statements

Year Ended December 31, 2015

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING	1
INDEPENDENT AUDITOR'S REPORT	2 - 3
CONSOLIDATED FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	4
Consolidated Statement of Operations	5
Consolidated Statement of Changes in Accumulated Surplus	6
Consolidated Statement of Changes in Net Financial Assets	7
Consolidated Statement of Cash Flow	8
Notes to Consolidated Financial Statements	9 - 18
Consolidated Schedule of Debenture Debt <i>(Schedule 1)</i>	19
Consolidated Schedule of Tangible Capital Assets <i>(Schedule 2)</i>	20

Management's Responsibility for Financial Reporting

The Consolidated financial statements of Regional District of Alberni-Clayoquot have been prepared in accordance with Canadian public sector accounting standards for British Columbia local governments and are outlined under "Significant Accounting Policies" in the notes to the financial statements. Management is responsible for the integrity and objectivity of these statements as well as the supplementary statements and schedules. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

Management maintains a system of internal controls to provide reasonable assurance that assets are safeguarded and that transactions are authorized, recorded and reported properly. Management also maintains a program of proper business compliance.

The Board of Directors is responsible for reviewing and approving the financial statements and for ensuring that management fulfils its responsibilities for financial reporting and internal control.

R. Anderson and Associates, the Regional District's independent auditors, have conducted an examination of the financial statements in accordance with generally accepted auditing standards and have expressed their opinion in a report accompanying this statement.



Teri Fong, CPA, CGA
Manager of Finance

Port Alberni, BC

INDEPENDENT AUDITOR'S REPORT

To the Chairperson and Directors of Regional District of Alberni-Clayoquot

I have audited the accompanying consolidated financial statements of Regional District of Alberni-Clayoquot which comprise the consolidated statement of financial position and the consolidated statements of operations, changes in accumulated surplus, changes in net financial assets and cash flow for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these consolidated financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

Independent Auditor's Report to the Chairperson and Directors of Regional District of Alberni-Clayoquot
(continued)

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Basis for Qualified Opinion

The Regional District of Alberni-Clayoquot operates landfill closure facilities of which the closure and post-closure liabilities are not susceptible to satisfactory audit verification and are carried on the consolidated statement of financial position at \$2,187,854. Accordingly, our verification of this liability was limited to the amounts recorded in the accounts of the regional district and we were not able to determine whether any adjustments might be necessary to certain liabilities, expenses or surpluses.

Qualified Opinion

In my opinion, except for the effects of the matter described in the preceding paragraph, the consolidated financial statements present fairly, in all material respects the financial position of Regional District of Alberni-Clayoquot as at December 31, 2015 and the results of its operations and its cash flow for the year then ended in accordance with Canadian Public Sector Accounting Standards.

R. Anderson & Associates Inc.

Port Alberni, B.C.
May 11, 2016

R. ANDERSON & ASSOCIATES INC.
CHARTERED PROFESSIONAL ACCOUNTANTS

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Financial Position

Year Ended December 31, 2015

	2015	2014
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 13,029,291	\$ 12,883,611
Portfolio investments <i>(Note 3)</i>	1,653	1,653
Accounts receivable <i>(Note 4)</i>	844,402	677,698
Term receivables from municipalities <i>(Note 5)</i>	15,085,072	12,888,463
Municipal Finance Authority debt reserve deposit <i>(Note 6)</i>	730,555	730,324
Inventories for resale	47,704	46,715
	29,738,677	27,228,464
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	969,940	749,364
Deferred revenue	102,953	116,003
Deposits <i>(Note 7)</i>	43,050	44,050
Restricted revenues <i>(Notes 8, 9)</i>	2,097,897	1,792,739
Landfill closure liability <i>(Note 10)</i>	2,187,854	1,976,716
Municipal Finance Authority debt reserve <i>(Note 6)</i>	730,555	730,324
Capital leases <i>(Note 11)</i>	44,455	90,113
Debenture debt <i>(Note 12), Schedule 1</i>	15,890,853	13,729,745
	22,067,557	19,229,054
NET FINANCIAL ASSETS	7,671,120	7,999,410
NON-FINANCIAL ASSETS		
Tangible capital assets <i>(Note 13), Schedule 2</i>	28,972,396	27,598,689
Inventories of supplies	246,758	254,924
Prepaid expenses	60,466	49,449
	29,279,620	27,903,062
ACCUMULATED SURPLUS	\$ 36,950,740	\$ 35,902,472

Contingent liabilities *(Note 19)*



Teri Fong, CPA, CGA
Manager of Finance

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Operations

Year Ended December 31, 2015

	2015 Budget (See Note 23)	2015 Actual	2014 Actual
REVENUE			
Tax requisitions	\$ 5,022,951	\$ 5,026,817	\$ 4,588,397
Grants in lieu of taxes	34,360	97,896	76,543
Services provided to other governments	94,998	86,740	100,176
Sales of services	3,134,143	3,547,625	3,541,723
Miscellaneous revenue	788,500	1,108,115	784,934
Government transfers			
Conditional	2,524,419	379,395	780,610
Unconditional	125,000	197,072	125,740
	11,724,371	10,443,660	9,998,123
EXPENSES			
General government services	1,277,000	1,127,024	1,117,139
Electoral area administration	81,000	62,929	88,913
Management of development - rural	353,000	287,632	279,554
Regional planning services	171,500	153,289	115,376
Building inspection services	240,000	202,665	194,070
Park services	144,600	124,930	126,416
Fire protection services	639,698	582,922	589,796
Landfill services	2,789,500	2,499,394	2,459,078
AV water study	60,000	58,458	26,590
Custom transit	546,000	462,943	454,062
Airport services	472,585	387,017	374,175
Amortization of tangible capital assets	818,000	965,383	803,626
Street lighting	2,300	2,224	2,152
Emergency planning	202,400	186,031	82,696
E911 telephone services	294,094	293,979	281,332
Vancouver Island library services	424,607	424,608	402,716
South Long Beach bike path	7,200	12,398	7,100
Grant-in-aid	381,942	283,138	292,275
Noise control	12,300	4,926	7,646
Animal control	8,536	3,011	2,572
Multi-purpose arena contribution	196,611	199,262	234,755
Water systems	971,441	872,358	827,546
Salmon Beach	388,604	198,861	298,826
	10,482,918	9,395,382	9,068,411
ANNUAL SURPLUS	\$ 1,241,453	\$ 1,048,278	\$ 929,712

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
 Consolidated Statement of Changes in Accumulated Surplus
 Year Ended December 31, 2015

	2015 Budget (See Note 23)	2015 Actual	2014 Actual
ACCUMULATED SURPLUS - BEGINNING OF YEAR			
As previously reported	\$ 35,902,469	\$ 35,902,469	\$ 35,280,110
Prior period restatement <i>(Note 14)</i>	-	-	(307,353)
As restated	35,902,469	35,902,469	34,972,757
ANNUAL SURPLUS	1,241,453	1,048,278	929,712
ACCUMULATED SURPLUS - END OF YEAR	\$ 37,143,922	\$ 36,950,747	\$ 35,902,469

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Changes in Net Financial Assets

Year Ended December 31, 2015

	2015 Budget (See Note 23)	2015 Actual	2014 Actual
ANNUAL SURPLUS	\$ 1,241,453	\$ 1,048,278	\$ 929,712
Acquisition of prepaids	-	(11,017)	12,844
Acquisition of inventory of supplies	-	8,163	25,328
Acquisition of tangible capital assets	-	(2,339,088)	(1,926,432)
Amortization	818,000	965,383	803,626
	818,000	(1,376,559)	(1,084,634)
CHANGE IN NET FINANCIAL ASSETS	2,059,453	(328,281)	(154,922)
NET FINANCIAL ASSETS - BEGINNING OF YEAR	7,999,410	7,999,410	7,861,250
NET FINANCIAL ASSETS - END OF YEAR	\$ 10,058,863	\$ 7,671,129	\$ 7,706,328

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Cash Flow

Year Ended December 31, 2015

	2015	2014
OPERATING ACTIVITIES		
Annual surplus	\$ 1,048,278	\$ 929,712
Items not affecting cash:		
Amortization of tangible capital assets	965,383	803,626
(Gain) loss on disposal of tangible capital asset	-	(12,500)
	2,013,661	1,720,838
Changes in non-cash working capital <i>(Note 15)</i>	552,266	416,269
	2,565,927	2,137,107
FINANCING ACTIVITIES		
Term receivables from municipalities	(2,196,609)	(5,162,015)
Proceeds from debenture debt financing	2,912,000	5,750,000
Repayment (advances) of long term debenture debt	(537,922)	(435,399)
Repayment of obligations under capital lease	(45,658)	(44,626)
Actuarial adjustment of long term debt	(212,970)	(186,720)
	(81,159)	(78,760)
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(2,339,088)	(1,926,432)
Proceeds on disposal of tangible capital assets	-	12,500
	(2,339,088)	(1,913,932)
INVESTING ACTIVITIES		
Addition to portfolio investments	-	(908)
INCREASE IN CASH FLOW	145,680	143,507
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	12,883,611	12,740,104
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 13,029,291	\$ 12,883,611
CASH AND CASH EQUIVALENTS CONSISTS OF:		
Bank balances	\$ 13,029,291	\$ 12,883,611

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

1. NATURE OF THE ORGANIZATION

Regional District of Alberni-Clayoquot (the District) was established under the Local Government Act of British Columbia on April 21, 1966. As with all regional districts, the District provides a number of specific and agreed upon services directly to the public and its member municipalities. The District serves as the borrowing conduit between member municipalities and the Municipal Finance Authority of British Columbia (MFA).

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The consolidated financial statements of the District are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. The consolidated financial statements reflect the combined results and activities of the consolidated entity. Interfund transactions and fund balances have been eliminated on consolidation.

Budget reporting

The unaudited budget information reported in the consolidated statement of operations, the consolidated statement of changes in accumulated surplus and the consolidated statement of changes in net financial assets represents the 2015 budget as adopted by the District's Board on March 25, 2015.

Financial instruments

Financial instruments consist of cash and short-term deposits, accounts receivable, investments, municipal debt receivable, short-term loans, accounts payable, obligations under capital leases, other liabilities, and debenture debt. Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

Investments

Investments are carried at cost which approximate market value.

Portfolio investments

Portfolio investments include investments in equity securities. Portfolio investments are reported using the cost method, a basis of accounting for portfolio investments whereby the investment is initially recorded at cost and the earnings from such investments are recognized only to the extent received or receivable. When the investment is in the form of shares, dividends received in excess of the District's pro rata share of post acquisition income are recorded as a reduction of the carrying value of the investment.

Inventory

- a) Inventories for resale - Fuel inventory is valued at the lower of cost or net realizable value.
- b) Inventories of supplies - Supplies inventory is valued at the lower of cost and net realizable value with the cost being determined on a first in, first out basis.

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue and expenditure recognition

Revenue is recorded in the period in which the transactions or events that gave rise to the revenue occur. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligations that led to the collection of funds.

Revenues from other levels of governments, classified as grants in lieu of taxes, are recorded in the District's records as they are received.

Each Municipality, Treaty First Nation and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities, Treaty First Nations and the Province (for Electoral Areas) to individual taxpayers. Instead of levying individual taxpayers, the Treaty First Nations also have the option of paying for the requisition from their consolidated revenue fund. The requisitioned amounts are turned over to the District by August 1 of each year.

Expenditures are recorded on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due. Expenditures include the accrual of debt and related interest payable to the end of the fiscal period.

Deferred and restricted revenues

- a) Deferred revenue includes amounts received related to the curbside garbage program but not yet earned. These amounts will be recognized as revenue in the next fiscal year.
- b) Restricted revenue include amounts received for specified projects which are unspent. These amounts will be recognized as revenue when the related expenditures are incurred.

Accrued Employee Benefits

Based on obligations as determined by collective agreements and contractual arrangements, employee benefit accruals, which include an allowance for vacation entitlement and overtime benefits, are recorded in the year in which they are earned.

Post Employment Benefits

The long-term, post employment benefit liability of the regional district will be met by the Municipal Pension Plan into which both employees and the regional district contribute. The regional district is only liable for the interim retirement benefits for early retirees, from the date of retirement to the effective start date of the Municipal Pension Plan. Any liability for these benefits is accrued when the event occurs and the obligation arises.

Debenture debt

Debenture debt is recorded net of any related sinking fund installments and actuarial additions. Debt charges are charged against current revenue in the periods in which they are accrued. The debt schedule indicates the amount of debt payable in accordance with schedules received from the Municipal Finance Authority.

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Government transfers

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Tangible capital assets

Tangible capital assets (TCAs) are recorded at cost and amortized on a straight line basis, based on their expected useful life. The expected useful life of the District's TCAs are as follows:

Airport	10, 15, 25, 40 and 50 years
Fire departments	5, 7, 15, 25, 40 and 50 years
Office and administration	5, 7 and 40 years
Land	Not amortized
Landfills	Projected closures - 2095 and 2096; 10, 25 and 40 years
Parks	5, 10, 15 and 25 years
Salmon beach	10, 25 and 50 years
Water systems	25 years
Beaver Creek water system	5, 15, 20, 50 and 60 years

The District's threshold to capitalize TCAs varies between \$2,500 and \$5,000 with the exception of land which is always capitalized. Capital projects under construction are not amortized until the asset is put into use. Assets contributed to the Regional district are recorded at fair value at the time of contribution.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains, and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations. Significant areas requiring the use of estimates include the amortization of tangible capital assets and land fill closure obligations.

3. PORTFOLIO INVESTMENTS

	2015	2014
Alberni District Co-op Association equity shares	\$ 1,653	\$ 1,653

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

4. ACCOUNTS RECEIVABLE

	2015	2014
Trade and other receivables	\$ 784,811	\$ 613,213
Goods and services tax recoverable	66,038	59,381
Province of British Columbia	1,762	11,571
Subtotal	852,611	684,165
Less allowances for doubtful accounts	(8,209)	(6,467)
Accounts receivable - net	\$ 844,402	\$ 677,698

5. TERM RECEIVABLES FROM MUNICIPALITIES

Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority (MFA). The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the Regional District is contingently liable to the MFA for this debt.

	2015	2014
City of Port Alberni	\$ 11,147,582	\$ 8,611,376
District of Tofino	932,358	973,434
District of Ucluelet	1,749,371	1,829,204
Multiplex Arena	1,255,761	1,474,448
	\$ 15,085,072	\$ 12,888,462

6. DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia provides capital financing for Regional Districts and their Member Municipalities. The Authority is required to establish a Debt Reserve Fund into which each Regional District and Member Municipality, who share in the proceeds of a debt issue through the District, are required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the Authority to the Regional District. If at any time insufficient funds are provided by the Regional District or Member Municipalities, the Authority will then use these funds to meet payments on its obligations. When this occurs, the Regional District may be called upon to restore the fund.

7. DEPOSITS

Performance deposits are funds collected from various property developers and held as security to ensure the completion of specified agreed on works. These funds will be released once the related works are completed, or used by the District to complete the works for which they are held.

	2015	2014
Performance deposits	\$ 43,050	\$ 44,050

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

8. RESTRICTED REVENUES

	2015	2014
Development cost charges (Note a)	\$ 3,785	\$ 3,745
Parkland deferred contributions (Note b)	325,511	322,163
Gas tax unspent funds (Note g)	1,768,601	1,466,831
	\$ 2,097,897	\$ 1,792,739

- a) The regional district receives contributions from developers for the development of the water and sewer infrastructure. These restricted contributions are recognized as revenue in the years in which the capital projects are undertaken. Developer contributions paid in advance of infrastructure works are recorded as restricted revenue. Developer contributions received during the year were \$NIL (2014 - \$NIL). Interest earned on developer contributions is restricted and deferred; interest earned during the year was \$40 (2014 - \$46). Developer contributions expended on capital projects during the year was \$Nil (2014 - \$Nil).
- b) The regional district receives contributions from developers for the future acquisition of parkland. These restricted contributions are recognized as revenue in the years in which the parkland is subsequently acquired. Developer contributions received during the year were \$Nil (2014 - \$7,000). Interest earned on parkland contributions is restricted and deferred; interest earned during the year was \$3,348 (2014 - \$3,946). Parkland acquired during the year was \$Nil (2014 - \$Nil).

9. GAS TAX AGREEMENT PROGRAM

Gas Tax Agreement and Public Transit Agreement funding is provided by the Government of Canada. Public Transit Infrastructure Program funding is provided by the Province of British Columbia. The use of the funding is established by a funding agreement between the local government and the Union of British Columbia Municipalities. Gas Tax Agreement funding may be used toward designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements. Public Transit Agreement and Public Transit Infrastructure Program funding may be applied towards the cost of designated public transit projects, as specified in the funding agreements. The deadline to expend these funds is March 31, 2019.

	2015	2014
Opening balance of unspent funds	\$ 1,466,831	\$ 1,684,516
Add amount received during the year	451,343	451,343
Add interest earned	14,764	19,355
Less eligible expenditures made during the year	(164,337)	(688,383)
Closing balance of unspent funds	\$ 1,768,601	\$ 1,466,831

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

10. SOLID WASTE LANDFILL CLOSURE AND POST CLOSURE LIABILITY

The Regional District of Alberni-Clayoquot operates the Alberni Valley Landfill and the West Coast Landfill. These sites are subject to closure and post-closure requirements as determined by the British Columbia Ministry of Environment. In accordance with Public Sector Accounting and Auditing Standards, financial statements should recognize a liability for closure and post-closure care as a landfill site's capacity is used. Each year the Regional District makes a contribution to the Closure and Post Closure Fund to offset future liabilities that will be incurred when the landfills reach capacity and are closed. The estimated closure date of the Alberni Valley Landfill is 2096 while the estimated closure date of the West Coast Landfill is 2095. A capacity study for the Alberni Valley Landfill was updated in 2013 and a capacity study for the West Coast Landfill was completed in 2013. Both reports have been reviewed by the Province of British Columbia Ministry of Environment.

11. OBLIGATIONS UNDER CAPITAL LEASES

The Regional District has financed assets under capital leases in the amount of \$243,320 (2014 - \$243,320), consisting of the Bamfield Volunteer Fire Department Hall and the Long Beach Airport Kubota loader. Principal payments on these capital leases in 2015 totaled \$45,659 (2014 - \$44,626). The outstanding obligation balance for leased capital assets as at December 31, 2015 was \$44,455 (2014- \$90,113).

All capital leases are held by the MFA Leasing Corporation. While payments are fixed for the term of the lease, interest rates are variable daily based upon the Canadian prime rate minus 1%. An interest adjustment is made at the time of the final payment. In 2015, interest expenditures related to lease liabilities were \$1,254 (2014- \$2,287).

The remaining lease payment commitments are:

2016	\$	34,751
2017		<u>10,339</u>
Total minimum lease payments		45,090
Less: amount representing interest		<u>635</u>
Net obligation under capital lease	\$	<u>44,455</u>

12. DEBENTURE DEBT

Currently, all borrowings for the District are with the Municipal Finance Authority of BC (MFA). Debt interest costs are charged against revenue as incurred. The debenture debt "Schedule 1" reflects the amount of debenture debt payable.

Principal payments and sinking fund installments due within the next five years and thereafter are as follows:

2016	\$	726,564
2017		682,916
2018		711,081
2019		740,415
2020		770,966
Thereafter		<u>12,258,911</u>

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

12. DEBENTURE DEBT *(continued)*

\$ 15,890,853

Sinking fund installments are invested by MFA and earn income which, together with principal payments, are expected to be sufficient to retire the sinking fund issues at maturity.

13. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2015 Net book value	2014 Net book value
Airport	\$ 7,339,340	\$ 1,434,162	\$ 5,905,178	\$ 5,799,343
Fire departments	4,742,967	2,286,904	2,456,063	2,311,098
Office and administration	1,998,768	1,287,774	710,994	721,396
Land	5,143,634	-	5,143,634	4,644,276
Landfills	9,853,527	1,788,452	8,065,075	8,139,396
Parks	399,679	151,810	247,869	237,254
Salmon beach	718,723	262,835	455,888	412,083
Water systems	2,665,664	1,539,447	1,126,217	1,106,312
Beaver Creek water system	6,715,532	2,935,692	3,779,840	3,620,983
Assets under construction	1,081,638	-	1,081,638	606,548
	<u>\$ 40,659,472</u>	<u>\$ 11,687,076</u>	<u>\$ 28,972,396</u>	<u>\$ 27,598,689</u>

Land includes a right-of way value of \$16,300 which relates to the land where the Bamfield Fire Department building is situated. For additional information about tangible capital assets see Schedule 2.

For information on assets under capital lease included above see *(Note 11)*.

14. PRIOR PERIOD RESTATEMENT

The prior period has been restated as follows:

- a) During the current year it was noted that entries were made in the system after the financial statements had been prepared.
- b) During the current year it was noted balances for Goods and Services collected and the Operating bank account required entries after the financial statements had been prepared.

The effects of the above restatements are as follows:

	As reported	Note a	Note b	As restated
Cash and cash equivalents	\$ 12,882,558	\$ 1,044	\$ 9	\$ 12,883,611
Accounts receivable	677,718	-	(20)	677,698
Accumulated surplus December 31, 2014	2,219,870	-	(11)	2,219,859
Landfill services	2,501,119	1,043	-	2,502,162
Annual surplus	928,668	1,044	-	929,712

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

15. CHANGE IN NON CASH WORKING CAPITAL AND CASH FLOW SUPPLEMENTARY INFORMATION

	2015	2014
Accounts receivable	\$ (166,704)	\$ 528,950
Inventories for resale	(989)	(19,759)
Inventories of supplies	8,166	25,328
Accounts payable and accrued liabilities	220,564	15,417
Deferred revenue	(13,050)	(151,952)
Prepaid expenses	(11,017)	12,844
MFA Debt reserve deposit	(231)	(143,318)
Deposits	(1,000)	(950)
MFA debt reserve	231	143,318
Restricted revenues	305,158	(206,693)
Landfill closure liability	211,138	213,084
	\$ 552,266	\$ 416,269

16. FINANCIAL INSTRUMENTS

For cash, accounts receivable, other receivables, accounts payable, and other payables, the carrying value of these financial statements approximated their fair market values due to their short-term maturity or capacity for prompt liquidation. The District is exposed to credit risk on the accounts receivable from its customers. In order to reduce its credit risk, the District has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits. The District does not have a significant exposure to any individual customer or counterpart. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

17. THE NORTH ISLAND 9-1-1 CORPORATION

A 9-1-1 emergency dispatch service is provided by the North Island 9-1-1 Corporation, which is owned by the Regional Districts of Comox Valley, Strathcona, Mount Waddington, Alberni-Clayoquot, Nanaimo and Powell River. The shares in the corporation are owned as follows:

Alberni-Clayoquot - 3 shares	Mount Waddington - 1 share
Comox Valley - 6 shares	Nanaimo - 5 shares
Strathcona - 4 shares	Powell River - 2 shares

The Regional District's investment in shares of the North Island 911 Corporation is recorded at cost as it does not fall under the definition of a government partnership (PS3060.06). The Regional District's share of the corporation is equal to 14.3% and the degree of control is proportionate to the ownership share. As no benefits are expected from the ownership, it has not been accounted for as an equity investment.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

18. RELATED PARTIES

The Alberni-Clayoquot Regional District is related to the Alberni-Clayoquot Regional Hospital District as the same individuals are members of the Board of Directors of both organizations. As legislated by the Hospital District Act, the officers and employees of the Alberni-Clayoquot Regional District are the corresponding officers and employees of the Alberni-Clayoquot Regional Hospital District. Each of the Regional District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the Alberni-Clayoquot Regional Hospital District purchased, at cost, \$18,000 of administrative support services from the Alberni-Clayoquot Regional District.

19. CONTINGENT LIABILITIES AND COMMITMENTS

a) CLAIMS

In the normal course of a year, the District is faced with lawsuits for damages of diverse natures. At year-end the District's estimated exposure to each such liability is either not determinable or is not considered to be significant. Claims paid by the District as a result of litigation are reported as expenditures.

b) ENVIRONMENTAL REGULATIONS

The District is subject to environmental regulations which cover different aspects of its operations. These regulations may require future expenditures to meet applicable standards and subject the District to possible penalties for past violations. Any amounts required to meet obligations will be charged to operations or capitalized, as appropriate. No amounts can be estimated at this time and therefore no liabilities have been recorded at December 31, 2015.

c) PENSION LIABILITY

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2015, the plan has about 185,000 active members and approximately 80,000 retired members. Active members include 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit. The most recent valuation for the Municipal Pension Plan as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2015 with results available in 2016.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan. The Alberni-Clayoquot Regional District paid \$124,697 for employer contributions to the plan in fiscal 2015 (2014 - \$113,712). Employees contributed \$125,364 to the plan in fiscal 2015 (2014 - \$117,038).

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2015

19. CONTINGENT LIABILITIES AND COMMITMENTS *(continued)*

d) SICK LEAVE ENTITLEMENTS

Based on obligations as determined by collective agreements and contractual arrangements for sick leave, employees' sick leave entitlements accumulate. However as sick leave benefits are only payable for sick leave and are not payable upon leaving the regional district the amounts are recognized as an expense only when a claim is made. As at December 31, 2015 accumulated sick leave amounted to \$340,953 (2014 - \$295,674).

e) CONTRACTUAL OBLIGATIONS FOR LEASED PREMISES

As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the Regional District, the Regional District assumed the long term lease previously entered into by the Beaver Creek Improvement District effective November 1, 1961 with respect to the land on which the Improvement District's Stamp River pumphouse facilities are located. The agreement has a 99 year term and provides for annual rent of \$1 per annum. In addition, as Lessee the Regional District will pay all taxes, levies and assessments which may be assessed, charged or levied against the lands and leasehold improvements erected thereon.

f) CONTRACTUAL OBLIGATIONS FOR LEASED EQUIPMENT

As a result of the conversion of the Beaver Creek Improvement District to an electoral area of the Regional District, the Regional District assumed the Improvement District lease office equipment with annual payments of \$2,628 per annum. The lease expired December 31, 2015.

20. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

21. BUDGET RECONCILIATION

Budget figures are unaudited and represent the Financial Plan Bylaw adopted by the Board on March 25, 2015 and as amended November 25, 2015. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the Local Government Act of BC. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The budget contains certain revenue and expense recognition principles that do not comply with Public Sector Accounting Standards, therefore, certain budget amounts have been restated to conform to the general purpose financial statement presentation.

Adjustments to the 2015 budgeted annual surplus

Consolidated financial plan balanced cash budget as approved March 25, 2015 updated for amendments approved November 25, 2015	\$	1,636,613
Add transfers to reserves		3,531,329
Add principal debt payments		195,775
Less surplus from prior years		(1,582,730)
Less committed surplus from prior years		(1,721,534)
Less amortization		(818,000)

Consolidated accrual budgeted annual surplus	\$	1,241,453
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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Schedule of Debenture Debt

(Schedule 1)

Year Ended December 31, 2015

Purpose	By-law	MFA Issue	Type of Security Issued	Maturity date	Term	Rate	Amount Borrowed	Total instalments to date	Actuarial addition	2015 Balance	2014 Balance	2016 Requirements as of December 31, 2015	
												Principal	Interest
Arena F1027	F1037	73	Sinking fund	01 Dec 2020	20	3.150%	\$ 3,579,209	\$ 2,090,202	\$ 261,076	\$ 1,227,931	\$ 1,442,721	\$ 118,648	\$ 75,164
Arena F1027	F1041	75	Sinking fund	01 Dec 2020	20	3.050%	68,332	35,559	4,942	27,831	31,727	2,067	2,084
Port Alberni 1004	1004	64	Sinking fund	25 Sep 2016	10	4.430%	245,300	197,759	28,795	18,746	36,599	7,419	10,867
Port Alberni 1060	1060	92	Sinking fund	04 Jun 2015	10	5.100%	797,642	724,043	73,599	-	94,560	-	-
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2016	25	4.660%	3,375,064	780,675	76,975	2,517,414	2,628,326	81,042	157,278
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2016	10	4.660%	438,170	351,561	34,664	51,945	101,891	36,496	10,209
Port Alberni F1111	1111	130	Sinking fund	14 Oct 2044	30	3.000%	5,750,000	102,523	-	5,647,477	5,750,000	102,523	172,500
Port Alberni F1114	F1114	131	Sinking fund	08 Apr 2035	20	2.200%	912,000	-	-	912,000	-	32,249	20,064
Port Alberni F1114	F1114	131	Sinking fund	08 Apr 2045	30	2.200%	2,000,000	-	-	2,000,000	-	38,743	44,000
Salmon Beach F1079	F1096	117	Sinking fund	12 Oct 2031	20	3.250%	939,800	126,241	7,778	805,781	841,283	31,560	30,542
Tofino F1062	1062	97	Sinking fund	19 Apr 2016	25	4.650%	1,250,000	289,133	28,509	932,358	973,435	30,014	58,250
Ucluelet 829	F1037	73	Sinking fund	01 Dec 2015	15	3.150%	300,000	266,640	33,360	-	27,217	-	-
Ucluelet F1074	F1095	117	Sinking fund	14 Jun 2036	25	3.250%	1,948,000	187,101	11,529	1,749,370	1,801,986	46,775	63,310
										\$ 15,890,853	\$ 13,729,745	\$ 527,536	\$ 644,268

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Consolidated Schedule of Tangible Capital Assets

(Schedule 2)

Year Ended December 31, 2015

	Cost			Closing Balance	Accumulated Amortization			2015 Net Book Value	2014 Net Book Value
	Opening Balance	Acquisitions	Transfers		Opening Balance	Amortization	2015		
Airport	\$ 6,916,642	\$ 631,077	\$ (208,379)	\$ 7,339,340	\$ (1,117,298)	\$ (316,864)	\$ (1,434,162)	\$ 5,905,178	\$ 5,799,344
Fire department	4,470,041	242,571	30,355	4,742,967	(2,158,943)	(127,961)	(2,286,904)	2,456,063	2,311,098
Office and administration	1,946,887	51,882	-	1,998,769	(1,225,491)	(62,283)	(1,287,774)	710,995	721,396
Land	4,644,276	499,358	-	5,143,634	-	-	-	5,143,634	4,644,276
Landfills	9,800,147	453,728	(400,348)	9,853,527	(1,660,750)	(127,701)	(1,788,451)	8,065,075	8,139,397
Parks	366,823	32,856	-	399,679	(129,569)	(22,240)	(151,809)	247,870	237,254
Salmon Beach	635,239	41,286	42,198	718,723	(223,156)	(39,679)	(262,835)	455,888	412,083
Water systems	2,540,612	15,432	109,619	2,665,663	(1,434,301)	(105,146)	(1,539,447)	1,126,216	1,106,311
Beaver Creek water system	6,418,166	345,900	(48,534)	6,715,532	(2,797,183)	(138,509)	(2,935,692)	3,779,840	3,620,983
Under construction	606,548	-	475,089	1,081,637	-	-	-	1,081,637	606,548
	\$ 38,345,381	\$ 2,314,090	\$ -	\$ 40,659,471	\$ (10,746,691)	\$ (940,383)	\$ (11,687,074)	\$ 28,972,396	\$ 27,598,690

The accompanying notes are an integral part of these financial statements



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Guarantee and Indemnity Agreements

This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Remuneration and Expenses

1. Elected Officials

Name	Position	Remuneration	Expenses
Aleman, Christopher	Alternate Director	\$107	\$53
Baden, Robert	Alternate Director	\$720	\$1,161
Banton, Lucas	Director	\$10,017	\$9,562
Bennett, Tony	Director	\$10,750	\$13,581
Cootes, Wilfred	Director	\$340	\$2,307
Cote, Penny	Director	\$13,267	\$14,059
Craig, Pamela	Alternate Director	\$107	\$53
Geall, Eric	Directors	\$0	\$274
Jack, John	Director	\$0	\$2,461
Kokura, Mike	Director	\$8,667	\$6,981
McCarthy, Alan	Director	\$0	\$2,020
McLeman, Jack	Director	\$5,807	\$3,359
McMaster, Duncan	Alternate Director	\$118	\$206
McNabb, John	Vice-Chairperson	\$10,647	\$6,953
Oliwa, Randy	Alternate Director	\$610	\$365
Osborne, Josie	Chairperson	\$12,550	\$10,729
Paulson, Ronald	Alternate Director	\$550	\$0
Rogers, Lindsay	Alternate Director	\$427	\$213
Ruttan, Micheal	Director	\$4,813	\$2,406
Shannon, Tanya	Alternate Director	\$107	\$53
St, Jacques, Diane	Director	\$7,393	\$7,977
Wyton, Keith J	Director	\$10,217	\$10,917
Total Elected Officials		\$97,214	\$95,690

2. Other Employees (excluding those listed in Part 1 above)

Name	Position	Remuneration	Expenses
Dyer, Alex	Planner	\$78,097	\$1,983
Dyson, Russell	Chief Administrative Officer	\$136,870	\$2,290
Fortune, Mark	Airport Superintendent	\$81,483	\$177
Irg, Michael	Manager of Planning	\$103,868	\$2,453
Looker, Bryan K	Maintenance Technician	\$81,860	\$2,699
McGifford, Andrew	Manager of Enviro Services & Acting Manager of Finance	\$101,140	\$5,683
Thomson, Wendy	Manager of Admin Services	\$103,415	\$2,229
Consolidated total of other employees with remuneration of \$75,000.00 or less		\$992,888	\$21,730
Total Other Employees		\$1,679,623	\$39,244

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Remuneration and Expenses (Continued)

3. Reconciliation

Total Remuneration – Elected Officials	\$97,214
Total Remuneration – Other Employees	\$1,679,623
Subtotal	\$1,776,837
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

*The Financial Statements do not provide this information, they are prepared on a function basis rather than on an object basis. However, the amounts reported are included in the expenses stated in the financial statements.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Severance Agreements

There was one severance agreement under which payment commenced between the Regional District of Alberni-Clayoquot and its non-unionized employees during the 2015 fiscal year. This compensation represented eight months of salary including benefits.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers

1. Suppliers who received aggregate payments exceeding \$25,000.00

Supplier Name	Aggregate Amount Paid to Supplier
666082 BC LTD (Alberni Valley Bulldogs)	\$27,221
Adelhardt Concrete Plus	\$25,210
Agat Laboratories	\$27,243
Agfor Industries Ltd	\$42,844
Al Brown Roofing	\$42,000
Andrew Sheret Ltd	\$162,218
AON Reed Stenhouse Inc	\$47,278
Arbutus RV & Marine Sales Ltd	\$36,400
Associated Fire Safety Equipment	\$25,527
AWA Asphalt Ltd	\$32,130
BC Hydro	\$118,832
BC Transit	\$181,229
Berry & Vale Contracting Ltd	\$1,448,435
Bowerman Excavating Ltd	\$50,370
Butler, Les	\$38,062
Carey McIver & Associates Ltd	\$56,367
Certitech IT Services	\$72,417
City of Port Alberni	\$813,864
Corix Water Products Ltd	\$63,263
Crow Excavating & Trucking Ltd.	\$70,152
Deer Bay Contracting	\$86,943
DeWitt, Marcie	\$57,742
Drillwell Enterprises (1982) Ltd	\$46,692
Dynamite Logging Ltd	\$87,037
Enex Fuels	\$72,352
Footprints Security Patrol Ltd	\$29,213
Fraser, Randy	\$53,856
Gibson Brothers Contracting Ltd	\$29,213
Holder, Dan	\$76,433
Insurance Corporation of BC	\$25,644
Koers & Associates Engineering Ltd	\$53,431
McCoy Lake Excavating Ltd	\$58,178
McGill & Associates Engineering	\$180,878
MFA Leasing	\$50,499
Municipal Finance Authority of BC	\$1,197,565
Municipal Insurance Association	\$38,687
Municipal Pension Plan	\$249,405

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

1. **Suppliers who received aggregate payments exceeding \$25,000 (continued)**

North Island 911 Corporation	\$285,894
Pacific Blue Cross	\$64,517
Piteau Associates	\$112,859
Rayner Bracht Ltd.	\$33,020
Receiver General for Canada	\$474,834
Safetek Emergency Vehicles Ltd	\$77,712
Smith, Ryan	\$61,744
Softchoice Corporation	\$25,621
Sonbird Refuse & Recycling	\$163,203
Sproat Lake Excavation Co. Ltd	\$485,416
Stewart McDannold Stuart	\$80,557
Sun Coast Waste Services	\$286,149
Telus	\$26,123
Tetra Tech EBA Inc	\$83,137
Tradewind Scientific Ltd	\$41,201
Vancouver Island Regional Library	\$421,608
Vancouver Island Tree Service	\$165,050
WSP Canada Inc	\$25,472
Total Suppliers Equal & Over \$25,000	\$8,737,876
Total Suppliers Under \$25,000	\$1,577,254
Total Suppliers	\$10,315,130

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

2. Suppliers who received payments for grants and contributions

Supplier Name	Aggregate Amount Paid to Supplier
Air Quality Council	\$5,000
Alberni District Fall Fair Association	\$1,000
Alberni Valley Chamber of Commerce	\$4,000
Alberni Valley Community School	\$500
Alberni Valley Rescue Squad	\$6,000
Alberni Valley Wrestling Club	\$1,500
Arrowsmith Amateur Radio Club	\$10,000
Bamfield Community Affairs Society	\$10,000
BC Fire Training Officers Association	\$5,000
Central West Coast Forest Society	\$3,500
Cherry Creek Community Rec. Commission	\$20,000
Cherry Creek Waterworks District	\$164,337
City of Port Alberni	\$140,466
Jericho Road Church	\$2,000
Music by the Sea	\$2,000
North Island Film Commission	\$7,500
Pacific Rim Whale Festival Society	\$1,000
Port Alberni Marine Heritage Society	\$2,000
Port Alberni Victim Services Society	\$26,000
Sproat Lake Community Association	\$11,825
Strawberry Isle Research Society	\$1,000
Ucluelet & Area Childcare Society	\$2,000
West Coast Aquatic	\$17,000
West Coast Community Resources Society	\$20,000
West Coast Inland Search & Rescue Society	\$6,000
West Coast Multiplex Society	\$17,528
Total Grants and Contributions	\$487,156

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

3. Reconciliation

Total of Aggregate Payments Equal to or Exceeding \$25,000.00	\$8,737,876
Consolidated Total of Payments Less Than \$25,000.00	\$1,577,254
Total of Aggregate Payments for Grants & Contributions	\$487,156
Subtotal	\$10,802,286
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

*The Financial Statements do not provide this information, they are prepared on a function basis rather than on an object basis. However, the amounts reported are included in the expenses stated in the financial statements.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Financial Information Approval

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Josie Osborne, Chair
June 22, 2016



Teri Fong, CPA, CGA, Manager of Finance
June 13, 2016

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control. The Board meets with management and the external auditors once a year.

The Manager of Finance has the responsibility for assessing the management systems and practices of the Regional District.

The external auditors, R. Anderson & Associates, Chartered Accountants, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors and may meet with it as required.

On behalf of the Alberni-Clayoquot Regional District



Teri Fong, CPA, CGA
Manager of Finance
June 13, 2016



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: June 22, 2016
Subject: ACRHD 2015 Statement of Financial Information

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approve the 2015 Statement of Financial Information (SOFI) for the Alberni-Clayoquot Regional Hospital District including all of the statements and schedules.

Summary:

This is the same report that was completed for the Regional District. The Hospital District SOFI report includes the audited financial statements as well as schedules for guarantees and indemnity agreements, remuneration and expenses, and suppliers of goods and services. The report requires approval by the Board of Directors prior to submission to the Ministry of Community, Sport and Cultural Development. The deadline for submission is June 30th of each year.

Background:

In past years the SOFI has been referred to as the Public Bodies report.

Policy or Legislation:

The Regional Hospital District SOFI must be prepared annually in accordance with the Financial Information Act.

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

Approved by: _____
Wendy Thomson, Manager of Administrative Services

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

**STATEMENT OF FINANCIAL INFORMATION
PERIOD ENDED DECEMBER 31, 2015**

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Audited Financial Statements which includes:

- Statement of Financial Position
- Statement of Operations
- Schedule of Debenture Debt
- Schedule of Guarantee and Indemnity Agreements
- Schedule of Remuneration and Expenses
- Schedule of Payments to Suppliers
- Statement of Financial Information Approval
- Management Report

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT
Financial Statements
Year Ended December 31, 2015

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

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Year Ended December 31, 2015

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INDEPENDENT AUDITOR'S REPORT

To the Chairperson and Directors of Regional District of Alberni-Clayoquot

I have audited the accompanying consolidated financial statements of Regional District of Alberni-Clayoquot which comprise the consolidated statement of financial position and the consolidated statements of operations, changes in accumulated surplus, changes in net financial assets and cash flow for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these consolidated financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

(continues)

Independent Auditor's Report to the Chairperson and Directors of Regional District of Alberni-Clayoquot
(continued)

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Basis for Qualified Opinion

The Regional District of Alberni-Clayoquot operates landfill closure facilities of which the closure and post-closure liabilities are not susceptible to satisfactory audit verification and are carried on the consolidated statement of financial position at \$2,187,854. Accordingly, our verification of this liability was limited to the amounts recorded in the accounts of the regional district and we were not able to determine whether any adjustments might be necessary to certain liabilities, expenses or surpluses.

Qualified Opinion

In my opinion, except for the effects of the matter described in the preceding paragraph, the consolidated financial statements present fairly, in all material respects the financial position of Regional District of Alberni-Clayoquot as at December 31, 2015 and the results of its operations and its cash flow for the year then ended in accordance with Canadian Public Sector Accounting Standards.

R. Anderson & Associates Inc.

Port Alberni, B.C.
May 11, 2016

R. ANDERSON & ASSOCIATES INC.
CHARTERED PROFESSIONAL ACCOUNTANTS

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Financial Position

December 31, 2015

	2015	2014
FINANCIAL ASSETS		
Cash	\$ 2,565,333	\$ 2,247,235
Accounts receivable <i>(Note 3)</i>	2,026	2,388
Municipal Finance Authority debt reserve deposit <i>(Note 4)</i>	851,618	848,870
Grants to district hospitals - capitalized	5,584,350	6,521,551
	9,003,327	9,620,044
FINANCIAL LIABILITIES		
Accrued interest	34,202	34,505
Municipal Finance Authority debt reserve <i>(Note 4)</i>	851,618	848,870
Reserves related to Section 20(3)	1,899,745	1,823,674
Debenture debt <i>(Note 6)</i> (Schedule 1)	5,848,586	6,785,787
Unamortized debenture discount <i>(Note 6)</i>	42,734	42,734
	8,676,885	9,535,570
NET FINANCIAL ASSETS AND ACCUMULATED SURPLUS <i>(Note 7)</i>	\$ 326,442	\$ 84,474



Teri Fong, CPA, CGA
 Manager of Finance

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Operations

Year Ended December 31, 2015

	Budget 2015	2015	2014
REVENUE			
Taxation (Schedule 2)	\$ 1,693,526	\$ 1,693,527	\$ 1,985,727
Grants in lieu of taxes	8,000	16,012	35,279
Other income	20,000	24,751	42,094
	1,721,526	1,734,290	2,063,100
EXPENSES			
Sinking fund installments	809,000	508,804	519,609
Interest and fees on debenture	429,000	415,518	492,291
Administrative costs	18,000	18,000	18,000
Contribution to section 20(3) reserve	550,000	550,000	1,550,000
	1,806,000	1,492,322	2,579,900
ANNUAL SURPLUS	\$ (84,474)	\$ 241,968	\$ (516,800)

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Changes in Accumulated Surplus

Year Ended December 31, 2015

	2015	2014
ACCUMULATED SURPLUS - BEGINNING OF YEAR	\$ 84,474	\$ 601,274
Annual surplus	241,968	(516,800)
ACCUMULATED SURPLUS - END OF YEAR (Note 7)	\$ 326,442	\$ 84,474

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Changes in Net Financial Assets

Year Ended December 31, 2015

	Budget 2015	2015	2014
ANNUAL SURPLUS	\$ (84,474)	\$ 241,968	\$ (516,800)
NET FINANCIAL ASSETS - BEGINNING OF YEAR	84,474	84,474	601,274
NET FINANCIAL ASSETS - END OF YEAR	\$ -	\$ 326,442	\$ 84,474

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Cash Flow

Year Ended December 31, 2015

	2015	2014
OPERATING ACTIVITIES		
Annual surplus	\$ 241,968	\$ (516,800)
Changes in non-cash working capital:		
Accounts receivable	361	(690)
Grants to district hospitals - capitalized	937,201	972,727
Accrued interest	(302)	(8,720)
	937,260	963,317
Cash flow from operating activities	1,179,228	446,517
FINANCING ACTIVITIES		
Repayment of long term debt	(508,804)	(519,608)
Actuarial adjustment to long term debt	(428,397)	(453,118)
Cash flow used by financing activities	(937,201)	(972,726)
INVESTING ACTIVITY		
Reserves related to Section 20(3)	76,071	1,328,991
INCREASE IN CASH FLOW	318,098	802,782
Cash - beginning of year	2,247,235	1,444,453
CASH - END OF YEAR	\$ 2,565,333	\$ 2,247,235

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2015

1. NATURE OF THE ORGANIZATION

The Alberni-Clayoquot Regional Hospital District (District) was incorporated in 1967 under the Regional Hospital District Act. Its principal activities include the borrowing of monies from the Municipal Finance Authority and advancing those monies for hospital planning and development within the region.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements of the District are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants with the following deviations to comply with the accounting requirements prescribed by the Ministry of Health under the Hospital District Act:

- Grants to district hospitals are capitalized and recorded as an asset.
- There is no disclosure of the fair value of the financial assets and liabilities.
- Standards for recognition and disclosure of financial instruments have not been adopted.
- There is no disclosure of segmented reporting.
- Sinking fund installments are expensed in the year that they are paid.

Grants to district hospitals

Grants to district hospitals are capitalized and recorded as an asset on the statement of financial position while the hospital is in operation. When a hospital ceases operation, the amount of unrecoverable grants is written off against capital surplus.

Budget reporting

The unaudited budget information reported in the statement of operations and the statement of change in net financial assets represents the 2015 budget as adopted by the District's Board on March 11, 2015.

Debenture Debt

Long term debt is recorded net of any related sinking fund installments and actuarial additions. Debt charges, including principal and interest, are charged against current revenue in the periods in which they are accrued. The debt schedule indicates the amount of debt payable in accordance with schedules received from the Municipal Finance Authority.

Financial instruments

The carrying value of cash, accounts receivable, accounts payable, and accrued interest is cost due to the short-term nature of these financial instruments. Financial instruments consist of cash, accounts receivable, accrued interest and long term debt.

(continues)

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2015

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue and expenditure recognition

Revenue is recorded in the period in which the transactions or events that gave rise to the revenue occur. Amounts that have been received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligations that led to the collection of funds.

Revenues from other levels of governments, classified as grants in lieu of taxes, are recorded in the District's records as they are received.

Each Municipality and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities and the Province (for Electoral Areas) to individual taxpayers and turned over to the District by August 1 of each year.

Expenditures are recorded on an accrual basis and are recognized in the period in which the goods and services are acquired and a liability is incurred or transfers are due. Expenditures include the accrual of debt and related interest payable to the end of the fiscal period.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains, and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations.

3. ACCOUNTS RECEIVABLE

	2015	2014
Accrued Interest receivable	\$ 2,026	\$ 2,388

4. DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia provides capital financing for the Hospital District. The Authority is required to establish a Debt Reserve Fund into which each District and Member Municipality, who share in the proceeds of a debt issue through the District, are required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the Authority to the Hospital District. If at any time insufficient funds are provided by the Hospital District or Member Municipalities, the Authority will then use these funds to meet payments on its obligations. When this occurs, the Hospital District may be called upon to restore the fund.

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2015

5. RELATED PARTY

The Alberni-Clayoquot Regional Hospital District is related to the Alberni-Clayoquot Regional District; the same individuals are the Board of Directors for both organizations. As legislated by the Hospital District Act, the officers and employees of the Alberni-Clayoquot Regional District are the corresponding officers and employees of the Alberni-Clayoquot Regional Hospital District. Each of the Regional District and the Hospital District are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the Alberni-Clayoquot Regional Hospital District purchased, at cost, \$18,000 of administrative support services from the Alberni-Clayoquot Regional District.

6. DEBENTURE DEBT

The debenture debt "Schedule 1" reflects the amount of debenture debt payable by the Alberni-Clayoquot Regional Hospital District. The outstanding amount payable is net of the Sinking Fund Balances as confirmed by the British Columbia Municipal Finance Authority. The Sinking Fund Balances are subject to periodic actuarial adjustments to reflect the earnings on the Sinking Fund Investment and accordingly will affect the debenture debt amount payable.

Principal repayment terms are approximately:

2016	\$	506,336
2017		492,663
2018		492,778
2019		492,896
2020		451,783

The unamortized debenture discount will be applied in 2023 when the debenture is paid in full.

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2015

7. FUND ACCOUNTING

The District uses fund accounting to account for various aspects of operations. Presently the District uses the following three funds:

1. Capital fund - Provides funding and carries the debt related to capital projects for which the District has provided grants.
2. Revenue fund- Holds cash and receives interest on monies held by the District.
3. Reserve fund - Segregates funds raised for the purchase of equipment, minor renovations to the hospitals, and related studies, as permitted by Section 20(3) of the Hospital District Act.

As at December 31, 2015 the fund balances are:

	Capital Fund	Revenue Fund	Reserve Fund	2015
ACCUMULATED SURPLUS (DEFICIT) - BEGINNING OF YEAR	\$ 306,970	\$ 377,040	\$ (599,536)	\$ 84,474
Annual surplus (deficit)	-	318,045	(76,077)	241,968
ACCUMULATED SURPLUS (DEFICIT) - END OF YEAR	\$ 306,970	\$ 695,085	\$ (675,613)	\$ 326,442

8. FINANCIAL INSTRUMENTS

For cash, accounts receivable, accounts payable, and accrued interest, the carrying value of these financial statements approximated their fair market values due to their short-term maturity or capacity for prompt liquidation. The district is exposed to credit risk on the accounts receivable from its customers. In order to reduce its credit risk, the district has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits. The district does not have a significant exposure to any individual customer or counterpart. Unless otherwise noted, it is management's opinion the District is not exposed to significant interest, currency, or credit risk arising from these financial instruments.

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Schedule of Debenture Debt

(Schedule 1)

Year Ended December 31, 2015

B.C.H.F.A. By-law	By-law No.	Type of Security Issued	Maturity date	Term	Rate	2015 Balance	2014 Balance	2016 Requirements as of December 31, 2015	
								Principal	Interest
RHD-EC-13	54	Sinking Fund	30 Nov 2023	20	7.875%	\$ 13,626	\$ 27,046	\$ 8,259	\$ 17,295
RHD-EC-13(1)	54	Sinking Fund	30 Nov 2023	20	7.875%	5,526	11,052	5,526	11,572
RHD-CDV-3(B)	54	Sinking Fund	11 Jun 2017	20	7.875%	-	18,354	-	-
1999F	54, 74, 75	Sinking Fund	01 Dec 2019	5, 5, 20	5.840%, 5.840%, 5.990%	349,662	427,826	41,233	26,121
2000S	75	Sinking Fund	01 Jun 2020	20	6.450%	1,045,809	1,228,742	101,051	64,015
2000F	75, 82	Sinking Fund	01 Jun 2020	20	6.360%	1,419,433	1,667,720	137,152	86,886
2001F	75, 82, 83	Sinking Fund	01 Jun 2022	20	5.100%	1,839,319	2,096,854	136,576	137,739
2002S	77	Sinking Fund	01 Jun 2020	20	5.900%	748,167	835,681	48,731	49,146
2002F	78	Sinking Fund	01 Jun 2020	20	5.250%	203,818	227,659	13,275	9,218
2003S	75	Sinking Fund	03 Jun 2023	20	5.250%	173,927	191,273	10,142	7,043
2005S	93	Sinking Fund	04 Jun 2025	20	5.100%	49,299	53,580	4,390	2,402
						\$ 5,848,586	\$ 6,785,787	\$ 506,335	\$ 411,437

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Schedule of Member Municipalities Tax Requisitions

(Schedule 2)

Year Ended December 31, 2015

	Budget 2015	2015	2014
MUNICIPALITIES			
Port Alberni	\$ 658,537	\$ 658,537	\$ 785,893
District of Tofino	271,905	271,905	323,053
District of Ucluelet	147,666	147,666	174,148
	1,078,108	1,078,108	1,283,094
FIRST NATIONS			
Huu-ay-aht First Nations	596	596	712
Yuu?u?i??at?	2,829	2,829	2,129
Uchuckleshaht	49	49	141
	3,474	3,474	2,982
ELECTORAL AREAS			
"A" Bamfield	57,317	57,317	70,637
"B" Beaufort	29,803	29,803	32,932
"C" Long Beach	69,862	69,862	68,439
"D" Sproat Lake	249,715	249,715	289,190
"E" Beaver Creek	94,827	94,827	113,101
"F" Cherry Creek	110,421	110,421	125,352
	611,945	611,945	699,651
	\$ 1,693,527	\$ 1,693,527	\$ 1,985,727

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Schedule of Guarantee and Indemnity Agreements

This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Schedule of Remuneration and Expenses

There was no remuneration, expenses or severance agreements paid to employees by the Alberni-Clayoquot Regional Hospital District during the fiscal year 2015.

Schedule of Payments to Suppliers

1. **Suppliers who received aggregate payments exceeding \$25,000.00**

Supplier Name	Aggregate Amount Paid to Supplier
Municipal Finance Authority	\$924,625
Vancouver Island Health Authority	\$438,999
Total Suppliers Equal & Over \$25,000.00	\$1,363,624
Total Suppliers Under \$25,000.00	\$18,000
Total Suppliers	\$1,381,624

2. **Reconciliation**

Total of Aggregate Payments Equal to or Exceeding \$25,000.00	\$1,363,624
Consolidated Total of Payments Less Than \$25,000.00	\$18,000
Subtotal	\$1,381,624
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

*The Financial Statements do not provide this information, they are prepared on a function basis rather than on an object basis. However, the amounts reported are included in the expenses stated in the financial statements.

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Financial Information Approval

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Penny Cote, Chair
June 22, 2016



Teri Fong, CPA, CGA, Manager of Finance
June 14, 2016

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control. The Board meets with management and the external auditors once a year.

The Manager of Finance has the responsibility for assessing the management systems and practices of the Regional Hospital District.

The external auditors, R. Anderson & Associates, Chartered Accountants, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors and may meet with it as required.

On behalf of the Alberni-Clayoquot Regional Hospital District



Teri Fong, CPA, CGA
Manager of Finance
June 14, 2016

REQUEST FOR DECISION

To: Regional Board of Directors

From: Alex Dyer, Planner

Meeting Date: June 22, 2016

Subject: Agriculture Plan Implementation Contract – Phase Three

Recommendation:

THAT the Regional Board award a contract to Eden Tree Farm and Gardening to provide agricultural support services until December 31, 2016 with the cost of the contract not to exceed \$20,000.

Background:

The Eden Tree Farm and Gardening Agricultural Support Team – Heather Shobe and Anna Lewis – completed phase two of the Agriculture Plan Implementation project in March 2016. The team worked closely with staff and the Agricultural Development Committee to provide agricultural support services with the goal to implement action items and priorities identified in the Alberni Valley Agriculture Plan.

The Agricultural Support Workers submitted a final report at the culmination of phase two of the project which details the achievements of the project to date and prioritizes goals for moving forward in 2016 and 2017. The final report is attached to this memorandum.

Summary:

In phase two of the implementation project, Eden Tree Farm and Gardening lead a number of agriculture related projects benefitting both the Alberni Valley and the West Coast. Key deliverables of the project include:

- 1) Secured the rights to host the Islands Agriculture Show in Port Alberni in February 2017.
- 2) Completed the Abattoir Feasibility Study with Janco Associates Business Consulting to investigate the feasibility of developing a red meat abattoir in the Alberni Valley.
- 3) Hosted a Land Access Event in January with a number of speakers with interest in linking land owners and retiring farmers with individuals looking to either lease or buy farm

land.

- 4) Hosted a Farmer Networking event in November which brought farmers together to discuss opportunities for producers to work with restaurants, cooperative organization and access to land.
- 5) Hosted and assisted with a number of other community events including Family Farms Day, Alberni District Fall Fair and the farmer day with the Alberni Valley Bulldogs.
- 6) Reported on Marine and Shellfish Production in the ACRD which included industry details and networking with producers of a number of seafood products on the West Coast.
- 7) Began preliminary work with the Ministry of Agriculture on an Agricultural Land Use Inventory and Water Demand Model for the Alberni Valley. Project to continue in 2016-17.
- 8) Secured grant funding from the Real Estate Foundation of BC for a water policy review and agricultural use of water project in the Alberni Valley. Project to continue in 2016-17.
- 9) Continued to work on improving the local farmers' markets including investigating potential sites for a new market, funding and management models and assessing current market conditions at each market in the region.
- 10) Drafted brand agreement for "What's on Your Fork" logo and slogan.
- 11) Researched grant funding opportunities for new projects.
- 12) Worked on expanding networking with a number of community organizations on projects beneficial to supporting food security and the agriculture sector in the region:
 - i. Completed a grant application for the Tofino Community Food Initiative which provided \$4,600 in funding support for the West Coast Farm and Garden Show.
 - ii. Assisted the Hupacasath First Nation with details for a collaborative community development proposal which would include an indoor/outdoor farmers' market at Clutesi Haven marina.
 - iii. Set common goals and priorities with the Alberni Valley Transition Towns Food Group and Food Hub coordinator.
 - iv. Supported a grant application for the Port Alberni Shelter Society to develop a farm and training program for their clients.
 - v. Supported a group advocating for a school gardening program at local schools.

Moving forward in 2016 and 2017, the goals and priorities identified include:

- 1) Hosting the Island Agriculture Show at Glenwood Centre and the Fall Fair Grounds in February 2017.
- 2) Continuing to support ongoing projects including the Water Policy Review for the Agricultural Use of Water, Agricultural Land Use Inventory, Water Demand Model and a Buy Local campaign.
- 3) Work towards an Agriculture Plan for the coastal communities.
- 4) Continue to network, share resources and support projects that benefit the local agriculture sector and increase food security in the region.

Time Requirements – Staff & Elected Officials:


The project is estimated to run until the end of the year. It is expected that the team would continue to work closely with and report back to the Agricultural Development Committee. Staff time will be required to provide direction and to ensure that the work is specific to the implementation of the objectives and action items in the plan. It is expected that significant planning staff time will continue to be required to liaise with the Agricultural Support Team.

Financial:


The 2016-2020 Financial Plan budgeted \$45,000 in 2016 for Sustainability Planning with a focus on Agriculture Plan initiatives. This project has been identified as a priority by the Agricultural Development Committee and staff is recommending that a maximum of \$20,000 be allocated for the remainder of the year. The Financial Plan also budgeted \$8,000 for 2017 Island Ag Show hosting costs.

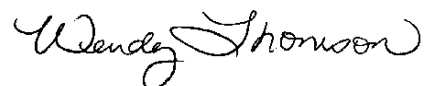
Policy or Legislation:

The Agricultural Plan implementation is part of Regional Planning. The Alberni Valley Agriculture Plan was developed in 2010-2011 by a consultant in cooperation with staff, the Agricultural Advisory Committee and the public. The Plan, which was adopted by the Board in 2011, sets out goals, objectives and action items to support agriculture in the Alberni Valley.

Submitted by: 

Alex Dyer, Planner


Reviewed by: _____
Mike Irg RPP MCIP, Manager of Planning and Development



Wendy Thomson, Manager of Administrative Services

ACRD Agricultural Plan Implementation Project

Final Report - Phase 2
March 2, 2016



Prepared by
Agricultural Support Workers:
Heather Shobe
Anna Lewis



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Executive Summary

A viable and thriving agricultural community is the long term goal of the Alberni Valley Agricultural Plan. As phase 2 of the Agricultural Plan Implementation Project nears completion, there is assurance that work towards this end will continue, thanks to the dedication and investment of Alberni-Clayoquot Regional District (ACRD) board and staff, consultants, and a passionate and energetic community. This report aims to highlight achievements from Phase 2 of the Agricultural Plan Implementation Project and offer action priorities for moving forward in 2016/2017.

Over the past 8 months, there have been significant developments in previously identified project focus areas. Funding has been secured for work towards solving one of the top concerns of regional farmers - that of ensured access to quality and affordable fresh water resources. The relationship between Alberni Valley and West Coast communities has been bridged in areas related to food security and production. In addition, the current state of the maritime production industry has been assessed, with stakeholders engaged in discussion about opportunities for future growth. Finally, the Alberni Valley is now in the desirable position of hosting the Island Agricultural Show in February 2017, a tremendous opportunity which will encourage external investment and interest in the industry and community.

There has also been a huge increase in external interest and inquiries about agricultural opportunities in the region. The ACRD is the only community on the island with dedicated Agricultural Support Workers, and while the Saanich Peninsula and Comox and Cowichan Valleys are currently the Island's highest profile agricultural communities, the Alberni-Clayoquot region is definitely on the radar.

Fulfillment of the goals of the 2011 Alberni Agricultural Plan is no small task. It will continue to require dedicated time and community support for the development of both physical assets and social infrastructure. Significant amounts of time, both paid and volunteer, have already been dedicated to the project by ACRD staff, Agricultural Supports Workers, and community members. It is the collaborative and adaptive approach, and the willingness of the community to work together, that has fueled the successes thus far.

<u>Measuring Success - Phase 2 evaluation</u>	
Public events assisted with	10
Newsletters published - agricultural info	4
Reports published	12
New land-based producers	8 and counting
Subscribers to email list	95
Facebook page likes	375
Local media articles/ videos about project	6
Grant funding secured	\$19,550

Project Background

In 2011, the Alberni Agricultural Plan set a target of 40% regional food security by the year 2031. It described 12 primary goals and recommended action plans for each. The Agricultural Plan Implementation Project began in the summer of 2014 when a team of consultants (the Agricultural Support Workers) was hired on a six month contract to initiate implementation of the plan. In the summer of 2015, a second contract was issued to continue with phase two of the project.

Agricultural Support Workers work with a broad cross-section of stakeholders from around the region. Monthly meetings with the Agricultural Development Committee help to guide the project and provide for feedback and community resources. Other stakeholders include individual farmers and business, community organizations, First Nations and municipal governments.



Section One - Phase Two Objectives and Achievements

Summary of Phase Two Aims and Objectives

Phase Two of the Agricultural Plan Implementation Project began in July of 2015 and focused on the following ten areas:

1. Continued community networking and support for food security related projects,
2. Securing and developing public sites for community agricultural use,
3. Seeking to host Island Agriculture Show in 2017,
4. Supporting regional Farmers' Markets and improving public perception of markets,
5. Implementing a regional Buy-Local campaign,
6. Working with Young Agrarians and otherwise to promote local agriculture and interest new farmers,
7. Facilitating workshops and events,
8. Encouraging and supporting urban farming initiatives,
9. Investigating options to support agricultural use of water, and
10. Working towards the development of a West Coast Agricultural Plan.

Phase Two Achievements and Outputs

Details of achievements in the ten focus areas are as follows:

1. Networking and community support.

- Agricultural initiatives were the subject of presentations to and meetings with; the Alberni Valley Farmers' Institute (AFI), Alberni Valley Transition Towns Society (AVTTS), Eat West Coast, Tofino Community Food Initiative (TCFI), Mayor's breakfast group, City of Port Alberni Climate Change and Food Security Committee, regional Farmers' Markets boards, Alberni-Clayoquot Health Network (ACHN), and others.
- ACRD Agricultural Support Workers assisted with Family Farms Day, an agricultural promotional event at an Alberni Valley Bulldogs game, the Alberni Fall Fair, West Coast Farm and Garden Show, and Tofino Edible Garden Tour, a proposal for development at Clutesi Haven Marina, rainwater harvesting workshops in coastal communities, school garden initiatives, a local food directory project, and others.
- Continued public updates were provided through an email list serve, newsletters, and the 'What's On Your Fork' Facebook page.
- Monthly reports were published about local agricultural initiatives and there was regular monthly attendance by members of the Agricultural Development Committee (ADC) meetings.
- A general community presence and availability to the public was maintained via phone, email and internet and there was an increase in public inquiries about new and existing agricultural operations and initiatives.

2. Public Sites for Community and Agricultural Use

- A concept plan for an indoor/outdoor public and Farmers' Market was drafted and discussions were held with the Port Alberni Port Authority with regards to including such a facility in the upcoming development project at Clutesi Haven Marina.
- Various stakeholders were met with, to gauge and create interest in a public community space that would feature a year round local farmers' market, fish sales, community fridges/freezers and other agricultural assets.
- The Hupacaseh First Nation was assisted with the development of a proposal for development at Clutesi Marina that included various agricultural elements.
- Opportunities were investigated into establishing an on-line forum for regional agricultural resources, with a resulting commitment by View Street Markets to include some of those resources on their website.
- The community was engaged in discussions about new and existing community gardens.
- An opportunity for a community food lab was identified, with sponsorship from the Small Scale Food Processors Association

3. Island Agriculture Show, 2017

- A successful application was made to host the 2017 Island Agricultural Show on February 3rd and 4th, 2017
- Planning for the event began and partner organizations such as the Alberni Valley Fall Fair, City of Port Alberni, Alberni Farmers' Institute, Alberni Valley Transition Town Society, Heritage Society, Tractor Club, 4H, and West Coast Aquatics were solicited.
- The Glenwood Center and Fall Fair sites, including the Kinsmen Hut and Kinsmen Community Hall, were secured for the event.

4. Support Farmers' Markets and Improve Public Perception of Markets

- In general, Agricultural Support Workers (ASW) worked to improve public perception of markets and develop a bridge across markets.
- Regional Farmers' Markets were supported via social media and advertising campaigns.
- Newspaper ads were secured highlighting events or special features at all local markets.
- ASWs worked with the Tofino Community Food Association to assist in coordination of the delivery of Alberni Valley products to a West Coast Market, ensuring that products were pre-ordered and delivered to a common depot for pick up.
- A consumer market survey, using rapid market assessments, was conducted at five markets within the region in August and September 2015, with results were published in a summary document.
- New markets, such as the View Street Online Market, were supported in order to both work towards the establishment of an on-line food buying/selling platform and to assist farmers looking to expand their markets.



5. Implement a Regional Buy Local Campaign

- Olivia Szostek, a UBC student, created a valuable document describing the elements and implementation process of a regional branding campaign as part of her directed field studies, with guidance from the Agricultural Support Workers.
- T-shirts with the 'What's On Your Fork?' logo were made up, worn and distributed at a Bulldogs hockey game, the Island Agriculture Show, and a local newspaper photo opportunity.
- Restaurants were engaged, during a forum style event, in dialogue around the use of a regional logo and increasing access to and the use of local food.
- A draft 'Brand Agreement' for use of the 'What's on Your Fork' logo was finalized.

6. Work with Young Agrarians to Promote Local Agriculture and solicit new farmers

- Articles and promotional material were posted on the Young Agrarians website and social media outlets, advising of agricultural initiatives within the ACRD.
- A land access workshop was hosted to facilitate land access for, and community engagement of, young farmers and community gardeners.
- A database of potential land leasing opportunities and people looking for land was created.

7. Facilitate workshops, tours and educational events

- Two workshops were hosted by Agricultural Support Workers during phase two of the project.
- The first event was held November 8th from 1-4. This 'Farmer Meet-Up, Social & Discussion Group' was designed to bring together farmers and restauranteurs to discuss community collaboration, formation of a co-operative, the use of a branding trademark, and to support farmers looking for land linking opportunities. In total, 39 farmers, restauranteurs, and other relevant stakeholders attended the event.
- The second free event welcomed anyone looking for land, looking to offer land for food production, or just looking to find out more about local opportunities in agriculture. 31 people attended the 'Land Access Event' at the Echo Center and many more were engaged in the project through social media and email.
- A summary report was published for both events
- A series of agricultural education videos was recorded at the West Coast Farm and Garden Show for airing on both You Tube and the Alberni Shaw TV community channel in spring of 2016.

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

FARMER MEET-UP, SOCIAL, & DISCUSSION GROUP

Farmers, Restauranteurs and other interested parties are welcome to attend this free event!

8 NOV 1-4PM

A facilitated discussion with a social and community building focus.

- Brainstorm a model for a local farmer co-operative
- Find out about product and delivery needs of local restaurants (chefs in attendance)
- Help develop a branding agreement for a regional local food logo
- Find farmers with land, or a new farmer who needs some!

At the Echo Park Fieldhouse, 4200 Wood Ave
Light snacks and refreshments provided

8. Encourage and Support Urban Farming Initiatives

- Agricultural Support Workers met with the City of Port Alberni's Food Security and Climate Disruption Committee about urban agricultural initiatives and attended an Edible Garden Tour in Tofino.
- General support and information was offered to small farmers looking to access urban land for production or interested in community initiatives such as tool sharing or cooperative marketing.
- General support and information was offered to individuals and groups working on school garden initiatives in both the Alberni Valley and on the West Coast, and a letter of support for the implementation of a district wide school garden policy was issued by the Agricultural Development Committee.

9. Investigate Options to Support Agricultural Use of Water

- A successful grant application was submitted to the Real Estate Foundation of BC for a comprehensive project in support of the agricultural use of water. The project will include analysis of the new BC Water Sustainability Act, alternative distribution systems for agricultural use, development of educational material for the public, and development of policy for a rainwater harvesting rebate program which would include larger scale on-farm systems.
- An Agricultural Water Demand Model Project has also been approved for completion in summer 2016, with funding by the Ministry of Environment and Partnership for Water Sustainability in BC.
- An Agricultural Support Worker assisted with rainwater catchment workshops in Ucluelet and Tofino.
- A potential pilot project for on farm, large scale agricultural water storage was identified and explored.

10. Agriculture in Coastal Communities

- An experienced sub-contractor drafted an important and comprehensive overview of regional aquatic resources, describing the barriers to, and opportunities for, local aquatic production and marketing. Some of this information was included in the March issue of Island Farm and Garden magazine.
- Agricultural Support Workers met with the mayors of Ucluelet and Tofino and identified interest in collaboration on coastal agriculture initiatives including rainwater harvesting programs, assessment of barriers to aquatic producers, and composting initiatives.
- Agricultural Support Workers worked closely with Tofino Community Food Initiative and Eat West Coast to identify barriers to, and opportunities for, agriculture on the West Coast and assisted with food security initiatives that bridged West Coast and Alberni Valley communities.



Summary of Additional External Funding Secured in Phase Two

Funding Agency	Project	Amount
Real Estate Foundation of BC	Agricultural Use of Water Policy Review and Project Development	\$7,950
Partnership for Water Sustainability in BC	Agricultural Water Demand Model	\$7,000
Strategic Outreach Funding, Min. of Ag./Growing Forward 2	West Coast Farm and Garden Show	\$4,600
Total		\$19,550

Summary of Reports, Newsletters, and Documents Published

Name of Report	Date
Newsletter	August 7, 2015
ADC Monthly Report For August	September 2, 2015
ADC Monthly Report For September	October 6, 2015
Newsletter	October 10, 2015
Farmers' Market Rapid Assessment Survey Results	October 16, 2015
Preliminary Concept Plan for an Alberni Valley Public and Farmers' Market	November 3, 2015
ADC Monthly Report For October	November 4, 2015
A Regional Buy Local Brand for the Alberni Valley and West Coast Communities (Olivia Szostek)	November 5, 2015
Newsletter	November 6, 2015
Farmer Meet-Up, Event Summary	November 19, 2015
ADC Monthly Report For November	December 4, 2015
Newsletter	December 18, 2015
ADC Monthly Report For December	January 7, 2016
Land Access Event Summary	February 1, 2106
ADC Monthly Report For January	February 4, 2016
Support for Shellfish and Marine Culture in the ACRD (Robert Gunn)	February 4, 2016
Draft Brand Agreement, What's on Your Fork Logo	February 4, 2016
Final Report - Phase Two	March 3, 2016

Section Two: Moving Forward - Phase Three Priorities

The Alberni Agricultural Plan Implementation Project has proceeded, thus far, through combination of a planned approach and an allowance for emergent initiatives. Initial goals have been set for each phase of the project, however adaptation of action plans has occurred as external projects and opportunities arise. This allowance for project adaptation ensures that the needs of stakeholders are met, surges in energy are captured, and new resources and opportunities identified and taken advantage of. It is expected that the emergent and adaptive nature of the project will continue.

Priorities for moving forward in 2016 and beyond

1. Island Agriculture Show, 2017

- This large scale event will draw many people from around British Columbia, allowing the region to showcase its assets and attracting community investment.
- Agricultural Support Workers will continue to work with the Agricultural Development Committee to organize and plan for the event, soliciting assistance and participation from other organizations from both within the community and beyond.
- It is expected that there will be high involvement of Coastal Communities in the event and in particular, a showcasing of the region's marine production.

2. Continue to support existing and ongoing projects

- Including the Agricultural Use of Water-Policy, Procedure, and Pilot Project, Agricultural Water Demand Project, Abattoir Feasibility Study, and Buy-Local campaign

3. Work towards an Agricultural Plan for Coastal Communities

- Continue to develop relationships, gather information, and provide support towards a goal of increased marine and agricultural production in coastal and offshore communities, including Bamfield and First Nations communities.
- Submit grant applications towards 2017 completion of a Coastal Agricultural Plan

4. Continue to network, share resources, and encourage new farming operations

- Ensure agricultural resources are available online (land linking database, community kitchens, publications, coolers, directories, and other)
- Provide public updates via email list and Facebook site
- Respond to requests and inquiries from the public

5. Support projects which enhance or provide agricultural assets within the ACRD

- Including both physical assets, such as potential development of Clutesi Marina, and the agriculture or food security related initiatives of other community organizations
- All regional Farmers' Markets will continue to be supported, and information distributed to the public about the times and location of each
- Assist with or coordinate workshops and tours related to land and marine production, as possible

Conclusion

The social, financial, cultural, and environmental benefits of a thriving agricultural community are many. The Alberni-Clayoquot Regional District covers a diverse and expansive terrain, and boasts tremendous land and sea assets. While assurance of environmental integrity of these assets is of primary importance, capitalization on the current interest in their development for agricultural purposes will result in increased local food sovereignty and fulfillment of the goals of the 2011 Alberni Agricultural Plan.

The Island Agricultural Show will highlight the area's agricultural industry to a wide British Columbia community in February of 2017. By that time, it is expected that the industry will be well on its way to unshakeable success, and that coastal communities of the region will be actively included in regional agricultural and food security initiatives. Plans will be in place to ensure both affordable and consistent access to water and increased availability of physical assets for the use of the agricultural community.

The scale of the Agricultural Plan Implementation Project is vast, and issues are too complex to be solved by one organization alone. A collaborative effort is required to truly capitalize on existing opportunities and to stimulate the development of more. Continued commitment and dedication to the agricultural community by Alberni-Clayoquot Regional District's board of directors, staff, consultants and community members will help to ensure all area residents with an increasingly healthy, sustainable, and resilient community.

Acknowledgements

Thank you to everyone who has assisted with this project. Many ACRD community members and organizations have offered valuable information, opinions, feedback,, time, space, responses to surveys, and resources. This work could not have been completed without you.

Particular thanks to members of the Agricultural Development Committee, ACRD planning staff, Alberni Valley Farmers' Institute, Alberni Valley Transition Towns Society, Tofino Community Food Initiative, Young Agrarians, Eat West Coast, Olivia Szostek, Robert Gunn, the City of Port Alberni Economic Development Office, and all area farmers.



REQUEST FOR DECISION

To: Board of Directors

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

Meeting Date: June 22, 2016

Subject: Long Beach Airport (CYAZ) – lease lot appraisals

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors engage Pacific Rim Appraisals perform the current market appraisals of the rates for all leased properties at the Long Beach Airport for a cost of \$5,400 plus GST.

Summary:

The last market appraisals of the lease rates for the CYAZ occurred in June of 2009, at that time the rates were based on other airports throughout the province. The increases from lease rates set in 2009 are increased based on the Consumer Price index – all items - Victoria annually.

The Alberni Valley Regional Airport (AVRA) had Pacific Rim Appraisals perform the current market appraisals for new leased lots in the fall of 2015. The basis of the lease rate appraisals differs from the method performed in 2009 in that the local market and not the provincial airport rates were used to determine the value of the leased properties. Staff recommend using the same method as it would be more reflective of the market rate for the leased properties on the West Coast. The proposal from Pacific Rim Appraisers will provide site specific analysis of each lease lot and this method would be consistent with the appraisals performed at the AVRA in the fall of 2015.

Financial:

As per the Purchasing Policy – exempt expenditures. The 2016-2020 Financial Plan has a budget of \$10,000 for legal and professional services and the market assessment will come from these funds.

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

Approved by: _____
Wendy Thomson, Manager of Administrative Services

Andrew McGifford

From: Bill Ethier <bill@pacifirimappraisals.com>
Sent: June-07-16 12:28 PM
To: Andrew McGifford
Subject: RE: Long Beach Airport lease rate review

Andrew, it appears that there are 17 separate leases, 2 kiosks and a rental area that you need lease rate analysis on. Our quote for this would be \$5,100 (\$300 per lease-kiosks/rental is free) and \$300 for travel for a total of \$5,400 plus gst. I go up there every week and can inspect them next monday/tuesday if this quote is acceptable with a turn-around time of 2 weeks.

Bill Ethier BA, AACI, P.APP - email: bill@pacifirimappraisals.com

One Stop Shop for Depreciation Reports and Insurance Appraisals Covering All of British Columbia

Victoria Office:

Pacific Rim Appraisals Ltd.
550-2950 Douglas Street
Victoria, BC V8T 4N5
1-250-477-7090 (Phone)
1-866-612-2800 (Fax)

Nanaimo Office:

Pacific Rim Appraisals Ltd.
2-57 Skinner Street
Nanaimo, BC V9R 5G9
1-250-754-3710 (Phone)
1-250-754-3701 (Fax)

Richmond Office:

Pacific Rim Appraisals Ltd.
305-5811 Cooney Road
Richmond, BC V6X 3M1
1-604-248-2450 (Phone)
1-866-612-2800 (Fax)

web: www.pacifirimappraisals.com
General email: info@pacifirimappraisals.com

Depreciation Report email: depreciationreports@pacifirimappraisals.com

-----Original Message-----

From: Andrew McGifford <andrew.mcgifford@acrd.bc.ca>
Sent: 6/7/2016 11:18:13 AM

To: Bill Ethier <bill@pacificrimappraisals.com>;
Subject: RE: Long Beach Airport lease rate review

Hi Bill,

The attached contains the leases currently active at the Long Beach Airport.

Also the current lease rates for service and unserviced lots, Kiosks are not included in this yet we need to set the market value for these also currently \$400 and \$350 per month – these are two different sized kiosks, then one pays \$75 per month for parking (rental car).

Therefore we would have two different rates, plus the kiosk rates.

Thank you,

Andrew McGifford, CPA, CGA

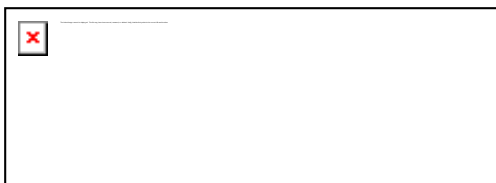
Alberni-Clayoquot Regional District

Manager of Environmental Services

(250) 720-2717 (Phone)

(250) 723-1327 (Fax)

andrew.mcgifford@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.

From: Bill Ethier [mailto:bill@pacificrimappraisals.com]

Sent: June-06-16 5:40 PM

To: Andrew McGifford <andrew.mcgifford@acrd.bc.ca>

Subject: Long Beach Airport lease rate review

How many lease rates are there? I have done two reports for you. One was for a large Coulson lease and then I did the 6 lots. I have never been to the Tofino airport. How many leases are there? I will submit my quote when I have this info.

Bill Ethier BA, AACI, P.APP - email: bill@pacificrimappraisals.com

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1-604-248-2450 (Phone)
1-866-612-2800 (Fax)

web: www.pacificrimappraisals.com

General email: info@pacificrimappraisals.com

Depreciation Report email:depreciationreports@pacificrimappraisals.com

-----Original Message-----

From: Andrew McGifford <andrew.mcgifford@acrd.bc.ca>

Sent: 6/3/2016 6:23:29 PM

To: "bill@pacificrimappraisals.com" <bill@pacificrimappraisals.com>;

CC: Janice Hill <janice.hill@acrd.bc.ca>;

Subject: Long Beach Airport lease rate review

Hi Bill,

I have been provided your contact information to start the process of updating our lease rates for the Long Beach Airport (LBA) on the West Coast.

You had provided the Alberni Valley Regional Airport an updated lease rate evaluation in late 2015 and we were hoping that you could do the same for the LBA.

Could you please advise if you can perform this service, cost estimate and time frame in which this could occur?

Thank you and have a great weekend,

Andrew McGifford, CPA, CGA

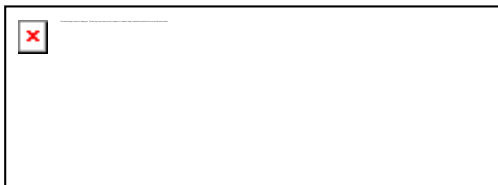
Alberni-Clayoquot Regional District

Manager of Environmental Services

(250) 720-2717 (Phone)

(250) 723-1327 (Fax)

andrew.mcgifford@acrd.bc.ca



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REQUEST FOR DECISION

To: Board of Directors

From: Janice Hill, Environmental Services Coordinator
West Coast Committee

Meeting Date: June 22, 2016

Subject: Vending Machine Agreement – LBA Terminal Building

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Vending Machine Agreement with Bob Boucher to supply vending services at the Long Beach Airport Terminal building for a rental fee of fifty (\$50) per month for a two (2) year term.

Desired Outcome:

To provide snacks and beverages to the visitors at the Long Beach Airport.

Summary:

Bob Boucher submitted a request to the LBA Advisory Committee to provide vending machines at the LBA Terminal Building. The LBA Advisory agreed that this would be a positive addition to the terminal. Staff have drafted an agreement (which is attached). Once finalized we hope to have the machines up and running by July 1st, 2016.

Time Requirements – Staff & Elected Officials:


Minimal staff time to finalize agreement.

Financial:

The ACRD would receive \$50 per month for a two (2) year term.

Submitted by: 

 Janice Hill, Environmental Services Coordinator

Approved by: 

 Wendy Thomson, Manager of Administrative Services



AN AGREEMENT GOVERNING VENDING MACHINE OPERATIONS
at
The Long Beach Airport Terminal Building

THIS AGREEMENT dated for reference the ____ day of _____, 2016

BETWEEN

Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC
V9Y 2E3
(the "Regional District")

OF THE FIRST PART

AND

Bob Boucher
PO Box 492
Ucluelet, BC
V0R 3A0
(the "Contractor")

OF THE SECOND PART

The following specifications cover the vending machine agreement between the Regional District and the Contractor.

1. The Contractor agrees to the following:
 - a. Supply vending equipment that is new or near new, suitable to the vending needs of the Regional District. The vending equipment must not clash with the décor of the interior of the terminal building.
 - b. Provide service to those machines on a daily or on an "as needed" basis structured to minimize stock outs.
 - c. Fill the equipment with the products that are "name brand" products, recognizable by the public, and provide a portion of the offered products as a healthy alternative. Do not use homemade products.
 - d. Ensure the vending machine products are fresh (not outdated).
 - e. Pay monthly rent of \$50.00 to the Regional District.

2. The Regional District agrees to the following:
 - a. Provide the Contractor with a two-year contract commencing **July 1, 2016**.
 - b. Provide the Contractor with the required power requirements necessary for the successful operation of the proposed vending equipment at no cost to the Contractor.
 - c. Provide the Contractor with reasonable access to the presented vending equipment.
3. This agreement is not assignable by the Contractor either in whole or in part.
4. The parties hereto agree that the Contractor, and any agents and employees of the Contractor, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of the Regional District.
5. The Regional District may, by written notice of default to the Contractor, terminate the whole or any part of this contract in any one of the following circumstances:
 - a. The Contractor has failed or is failing to furnish or to maintain a detailed work schedule and plan of operation as required;
 - b. The Contractor has failed or is failing to supply enough products or suitable equipment ;
or
 - c. The Contractor has become in any way unable to carry on the service or any part thereof.
6. The Contractor agrees to Indemnify and save harmless the Regional District, its elected officials, appointed officers, employees, agents and contractors from and against all claims, costs, losses, damages, actions, causes of action and expenses arising from an error, omission or negligent or willful act of the Contractor in the performance of the Services by the Contractor or its agents, employees, or sub-contractors, or from a breach of this Agreement by the Contractor;
7. The Regional District or Contractor may terminate this contract with a thirty (30) day written notice. Termination is subject to the following conditions:
 - a. By default, of the Contractor. The Regional District may terminate a contract whenever the Contractor shall default in performance of the contract in accordance with its terms.
 - b. For the convenience of the Regional District. The Regional District may terminate a contract whenever it is in the best interests of the Regional District to do so.
 - c. Termination by the Contractor. The Contractor may terminate the Contract for any reason. In doing so, he assumes responsibility for all financial commitments made under the contract.
8. The Contractor shall furnish, install, maintain, service, repair and/or replace and stock the automatic coin operated vending machines. The machines shall remain the property of the Contractor and the Contractor must remove all machines up on contract expiration, termination or cancellation.
9. The Contractor shall assume all risk of loss, damage or injury to his property, or to the persons or property of his servants, agents or employees.
10. The Regional District must approve the machines before they are installed into the terminal building.

11. The machines to be provided must be equipped with electronic coin units and shall be able to accept the \$1.00 and \$2.00 Canadian coins. It is preferred to install machines that accept \$5, \$10, \$20 bills and/or credit cards.
12. The Regional District shall not be liable to the Contractor for any damage or loss occasioned by the lack of power.
13. The Contractor shall be held liable and responsible for all costs of repairing or making good any damage or marring of the Regional District's property caused by him or his agents in fulfilling the terms of this contract and shall at all times leave work areas clean and tidy.
14. All machines must carry CSA or UL certificates of approval.
15. The Contractor must provide the Regional District with a contact number so that a malfunction or repair can be fixed as soon as possible.
16. The Contractor shall provide the Regional District terminal building staff with a \$25.00 cash float. The cash float will be used by terminal staff to refund customers when the vending machines fail to operate and leave purchaser out of pocket.
17. The Contractor shall, at its own expense, provide to the Regional District a comprehensive general liability insurance policy to the satisfaction of the Regional District in the amount of not less than one (\$1,000,000) million dollars. The insurance shall be maintained during the agreement.

The contractor agrees to perform all the services set forth in this agreement. To the extent of any inconsistency between the provisions contained herein and the exhibits, the provisions herein shall control. This contract shall become binding upon execution and a duly executed copy of the Agreement shall be provided to the Regional District.

The parties hereto have executed this contract as of the day and year first above written.

Chief Administrative Officer

Date

Chair

Date

Bob Boucher

Date

Witness

Date



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Development Variance Application

DATE: June 13, 2016

ACRD FILE NO.: DVD16006

APPLICANTS: Elmer Daneliuk (Fern Road Consulting – agent)

LEGAL DESCRIPTION: LOT 364, CLAYOQUOT DISTRICT

LOCATION: Two Rivers Arm, Sproat Lake

ELECTORAL AREA: "D" Sproat Lake

APPLICANT'S INTENTION: The applicant intends to subdivide the property into four (4) lots for seasonal accommodations, which would allow for one (1) 1500 square foot seasonal dwelling per lot. In order for each lot to be approximately 2 hectares, a lot width variance is required.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVD16006 subject to restrictive covenant being placed on the property restricting tree removal as shown on the attached map.

Development Variance DVD16006:

- i. Development variance of Section 200 – Schedule II – Bulk and Site Regulations of ACRD Zoning Bylaw No. 15 to reduce the required lot width in the Comprehensive Development Lot 364 (CD L364) District from 150 feet to 131 feet.

Procedure: Prior to the issuance of a development variance permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants to afford them the opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the development variance permit.

Observations:

- i) **Status of Property:** The property is 8.8 hectares (21.7 acres) in size and is located in Two Rivers Arm of Sproat Lake. This undeveloped property is forested and accessed by water only.

DVD16006

Members: City of Port Alberni, District of Ucluelet, District of Tofino, Yuułu?ii?ath Government, Huu-ay-aht First Nations, Uchucklesaht Tribe
Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

ii) **Services**

- a. **Sewage Disposal:** On-site sewage disposal.
- b. **Water Supply:** On-site water supply.
- c. **Fire Protection:** N/A.
- d. **Access:** Accessed by water only.

iii) **Existing Planning Policies Affecting the Site**

- A. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- B. **Official Community Plan:** The Sproat Lake Official Community Plan designates the property as “Comprehensive Development”.

Comprehensive Development: The ACRD wishes to encourage comprehensive development in order to facilitate land-use design that respects the uniqueness of each parcel of land and any environmental features and to allow for a variety of uses and lot sizes. A site specific zone was developed for this property.

Development Permit Area I – Riparian Areas Protection

DPA I includes all lands within 30 metres of a major stream and 15 metres of a minor stream. Sproat Lake is defined as a minor stream for the purposes of the Development Permit Area in the OCP. This designation is used to ensure that the ecological values of sensitive riparian and wetland habitats have been considered prior to development, and that measures will be taken to limit or avoid damage to these ecosystems.

Development Permit Area II – Protection from Natural Hazards

DPA II includes land which may be subject to natural hazard including, but not limited to, erosion, slides, rock falls and steep slopes with an incline of 30 percent or more. The DPA II guidelines require that a Geotechnical Engineer review the project to certify that the land is safe for the intended use and/or prescribe any geotechnical works or changes in the design which would be required to maintain the safety of the development.

- C. **Zoning:** The property is zoned Comprehensive Development Lot 364 (CD L364) District which permits four (4) lots with one seasonal dwelling on each lot.

Zoning District or Use	Minimum Lot Width (feet)	Minimum Lot Area	Maximum Lot Coverage	Minimum Setbacks (feet)			Maximum Height (feet)
				Front	Rear	Side	
CD L364	150	2.5 acres	5%	50	30	15	30

The owners are applying for a development variance permit to subdivide the property into four (4) lots that are each 131 feet wide.

The proposed subdivision will require a development variance to reduce the minimum lot width from 150 feet to 131 feet as shown on the attached subdivision plan.

Comments: Staff recommends the Board proceed with the development variance. The proposed subdivision would create four lots that are each 131 feet wide. The owner has also agreed to a covenant that would prevent tree removal on the north portion of the property (map of the proposed covenant area attached).

A development permit for riparian area protection and natural hazards (steep slopes) is also required prior to final subdivision approval. Biologist and geotechnical reports have been submitted with the separate development permit application.

Suitable access to this property is by water only. There is an area on the west portion of the property that is the best location for a dock. Staff recommends that the four lots use a shared dock for access.

This property was impacted by the Dog Mountain fire this summer. The applicants' geotechnical engineer has provided an assessment after the fire and is of the opinion that the fire did not affect the global stability of the property. A report was also provided indicating that the property is suitable for the proposed development.

This property is relatively unique in that it is a privately owned lot surrounded by crown forest land. At 8.8 hectares, the lot is too small to meet the BC Assessment criteria for private managed forests. Staff recommends the Board proceed with the variance.



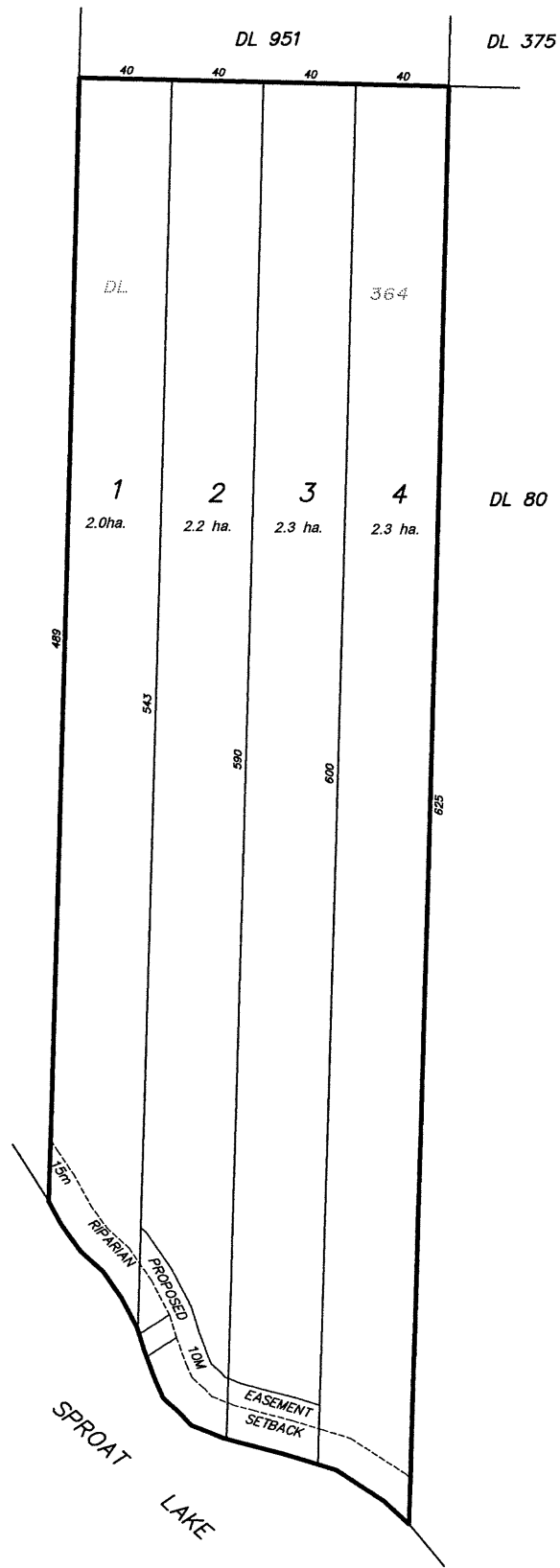
Submitted by:

Mike Irg, MCIP, RPP
Manager of Planning and Development



Reviewed by:

Russell Dyson, Chief Administrative Officer

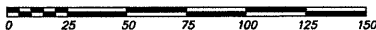


NOTE:

EASEMENT LOCATION SUBJECT TO FINAL SURVEY OF EXISTING TRAIL AND PROPOSED DOCK LOCATION

PROPOSED SUBDIVISION PLAN OF DISTRICT LOT 364, CLAYOQUOT DISTRICT

SCALE 1:1500

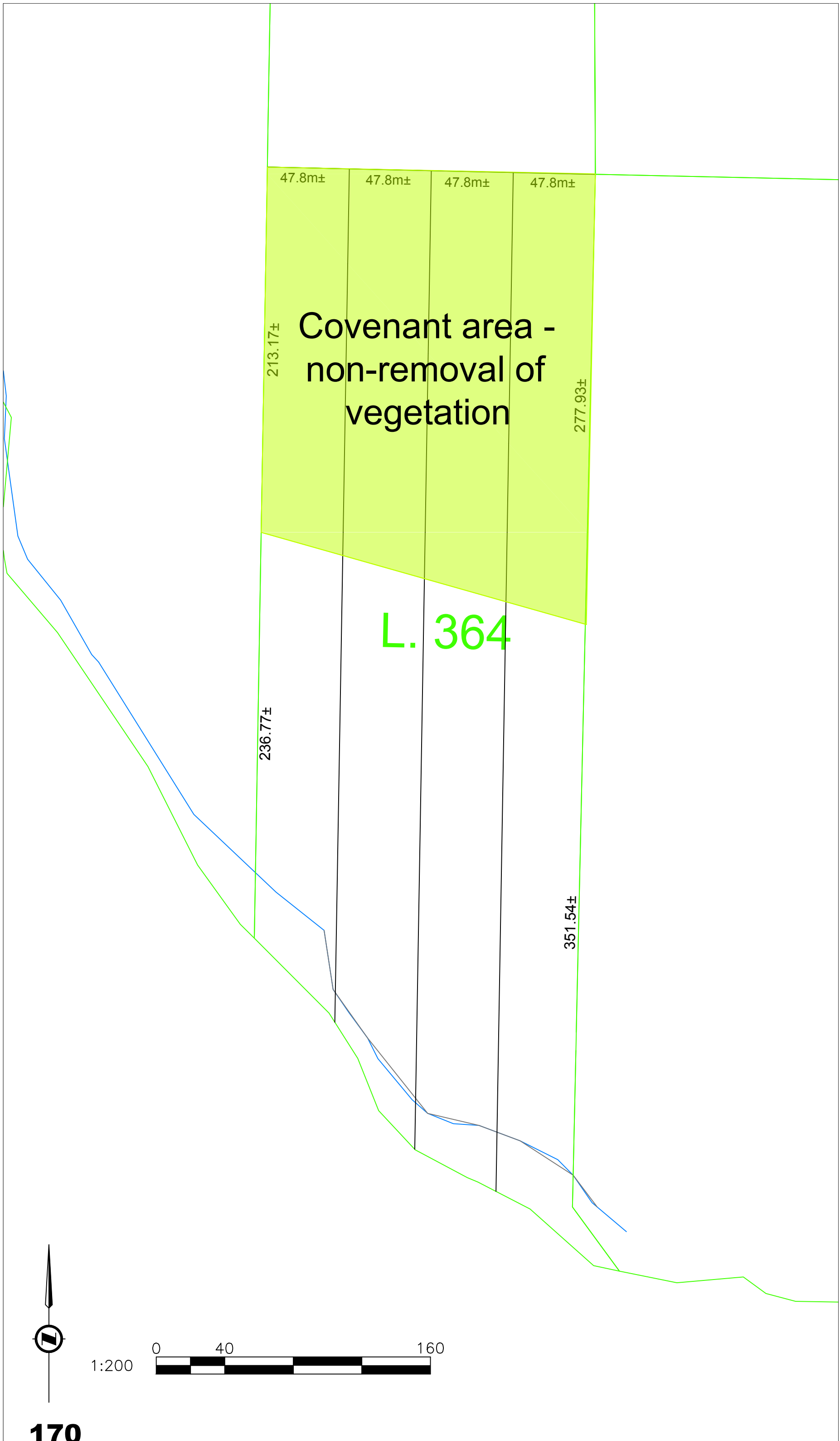


LEGEND

All distances are in metres and decimals thereof.
 All distances along curves are arc distances.
 All dimensions and areas are subject to final survey.
 DL Denotes district lot
 REM Denotes remainder
 ha. Denotes hectares

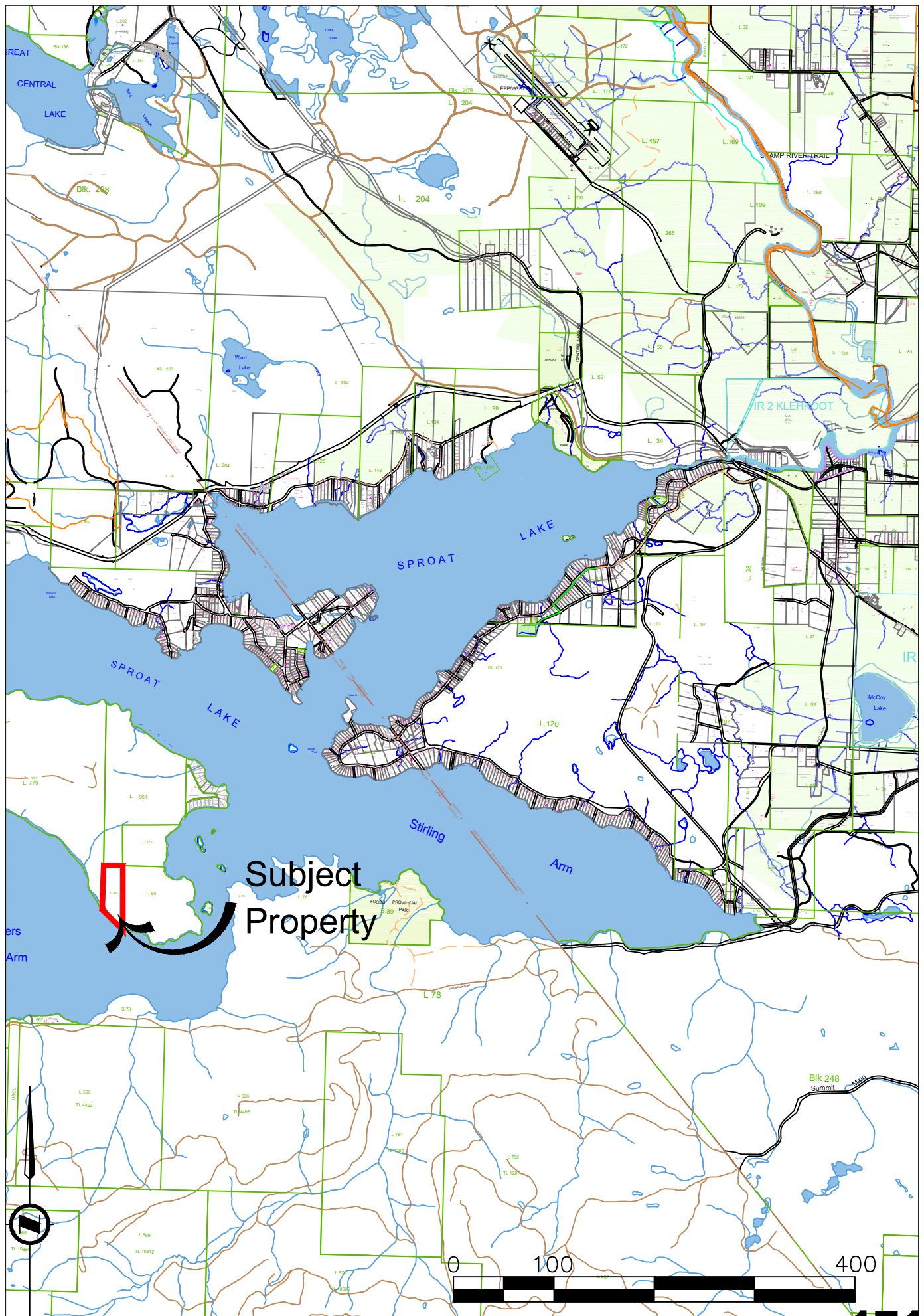
No.	DATE	REVISION
1	2015/10/01	ADDED EASEMENT AREA

SIMS ASSOCIATES
 LAND SURVEYING LTD.
 223 FERN ROAD W.
 QUALICUM BEACH, B.C. V9K 1S4
 PHONE: 250-752-9121
 FAX: 250-752-8241
 FILE NUMBER: 15-057-S
 DRAWING NUMBER: 15-057 P2.DWG
 DATE: 2015/10/01



1:200





Subject
Property

REQUEST FOR DECISION

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

From: Alex Dyer, Planner

Meeting Date: June 22, 2016

Subject: Proposed Cell Tower – Telus File BC0304 – Mt. Ozzard, South Long Beach

Recommendation:

THAT the Board of Directors direct staff to issue a Letter of Land Use Concurrence for Telus File "BC0304 – Mount Ozzard" noting that the ACRD supports the cell tower location.

Desired Outcome:

To support the construction of a new TM Mobile Inc. (Telus) telecommunications tower on a portion of Crown land on Mount Ozzard in the South Long Beach area north of Itatsoo Bay.

Summary:

Cypress Land Services is representing Telus in the development of a proposed cell tower within an existing Canadian Coast Guard tenure area on the top of Mt. Ozzard in the South Long Beach area. The tower would be a 35 metre self supported telecommunications tower to improve Telus' wireless services to Ucluelet and the surrounding area. Telus currently has a 6 metre tower at the site but cannot expand on the existing tower due to sight lines needed for the Coast Guard radar. An area was identified within the existing tenure that is not required by the Coast Guard and Telus is proposing to move the tower to that location.

An information package was submitted to ACRD planning staff on March 26, 2016 initiating the consultation process. The proposal was also referred to the District of Ucluelet and the Yuułuʔiłʔatḥ Government. No comments were received from either agency. The proposal was presented to the Long Beach Advisory Planning Commission on May 17, 2016. The APC passed a motion at the meeting to support the location of the cell tower subject to confirmation that the tower would not require lighting. Transport Canada has since confirmed that the tower does not require lighting or painting.

The public consultation period was completed on June 9, 2016. There were no public comments received during the public consultation period.

Background:

The public consultation process for the development of a new cell tower site is regulated by Industry Canada. All neighbours residing within 3x the tower height are notified and a notice is placed in a local newspaper. In this case, there are no residences within 105 metres of the tower height radius (3 x 35m tower) so no neighbour notifications were mailed. The nearest residence is about 3 kilometres from the base of the tower. A notice was placed in the May 11th edition of the Westerly News. The public consultation period lasted for 30 days from the date of the notice in the newspaper.

Now that the public consultation process is complete, Industry Canada requires that Telus request a Letter of Land Use Concurrence from the ACRD to complete the process. The letter must confirm that:

- The ACRD is satisfied with Telus' consultation process, as outlined in Industry Canada's Default Public Consultation Process;
- The tower is a permitted use;
- The proposed design and location are acceptable; and
- That the ACRD has been consulted and concurs with the tower location.

Time Requirements – Staff & Elected Officials:

Minimal staff time to draft the Letter of Land Use Concurrence.

Financial:

No financial impact on the Regional District.

Policy or Legislation:

The federal *Radiocommunications Act* provides the Industry Canada Spectrum Management Operations Branch with a mandate to regulate the development and operation of all radiocommunication and telecommunication infrastructure across Canada.

The property is zoned Forest Reserve (A4) District in the ACRD Zoning Bylaw which permits utilities as a principal use.

Options Considered:

- 1) Deny request for a Letter of Land Use Concurrence and invite the applicants to present additional information to the Board.

Submitted by: Alex Dyer
Alex Dyer, Planner

Reviewed by: Michael Kay
Mike Irg MCIP RPP, Manager of Planning and Development

Wendy Thomson

Wendy Thomson, Manager of Administrative Services



June 14, 2016

Email: adyer@acrd.bc.ca

Mike Irg
Manager of Planning & Development
c/o Alex Dyer, Planner
Alberni-Clayoquot Regional District
3008 5th Avenue
Port Alberni, BC V9Y 2E3

Dear Mr. Irg:

Subject: TM Mobile Inc. ("TELUS") Telecommunications Facility Proposal
Address: DISTRICT LOT 2176, CLAYOQUOT DISTRICT
Coordinates: 48.9600013, -125.4929488
TELUS Site: BC0304- Mount Ozzard

Please be advised that TELUS has completed the public consultation process, following the Industry Canada Default Public Consultation Process (CPC-2-0-03), as it relates to the proposed wireless antenna installation in the above noted subject line. TELUS is respectfully requesting, from the Alberni-Clayoquot Regional District Board, concurrence for the proposal to build a 35m self-support telecommunications tower in an effort to improve TELUS' wireless services to the Ucluelet and surrounding area. Enclosed please find evidence of the following efforts regarding this public consultation process:

- On March 26, 2016 an information package was submitted to the Alberni-Clayoquot Regional District (ACRD) formalizing the initiation of the consultation process with the ACRD regarding the proposed TELUS installation.
- Information packages were also submitted to the District of Ucluelet and the Yuułu?if?ath Government. No comments were received from either group.
- On May 11, 2016 a notice was placed in the Tofino-Ucluelet Westerly News providing information regarding the proposal and an invitation to comment **Appendix 1 Tear Sheet from the Tofino-Ucluelet Westerly News.**
- On May 17, 2016 the proposed tower was considered at the Long Beach Advisory Planning Committee meeting. The Committee were in support of the proposed tower subject to confirmation that the tower would not require lighting. Transport Canada has confirmed that the tower does not require lighting nor painting.
- On June 9, 2016 the 30-day consultation period ended. During the consultation period there were no comments received.

The proposed telecommunications structure will improve TELUS's wireless service to the Ucluelet area and within the Alberni-Clayoquot Regional District. If Council concurs with the proposed tower project, please find in **Appendix 2: Sample Resolution**, a sample resolution which may be used.

TELUS is committed to working with the community to find an acceptable location and infrastructure design. Should you require any additional information, please do not hesitate to contact us 604-620-0877 or by e-mail at ingrid@cypresslandservices.com.

Ingrid Matthews
Municipal Affairs Specialist

Cypress Land Services
Agents for TELUS

cc: Cheryl Bilyk, Real Estate and Government Affairs, TELUS



Notice of Proposed TM Mobile Inc. ("TELUS") Telecommunications Facility

Description: As part of the public consultation process required by Industry Canada and in consultation with the Alberni-Clayoquot Regional District, TELUS is inviting the public to comment on a proposed telecommunications facility consisting of a 35m self-support tower and ancillary radio equipment. The wireless installation will improve wireless services in the Ucluelet and surrounding area.

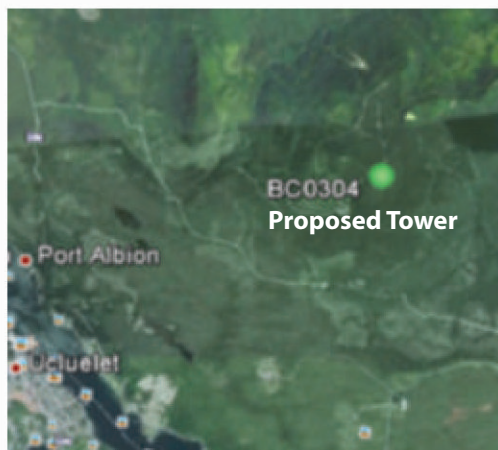
Proposed Tower Location: DISTRICT LOT 2176, CLAYOQUOT DISTRICT CROWN LAND
Coordinates: 48.959189 N, -125.4928 W

For More Information :

c/o Cypress Land Services Inc.
 Agents to TELUS
 Suite 120,
 736 Granville Street
 Vancouver, BC, V6Z 1G3
 Phone: 1-855-301-1520
 e:publicconsultation@cypresslandservices.com

The public is welcome to comment on the proposal by the end of the business day on June 9th, 2016^h with respect to this matter.

-Location Map



TELUS Site BC0304 - Mount Ozzard



NORA O'MALLEY PHOTO

Alex Knost, left, chats with Tofino's Asia Dryden before the first heat of the 2016 Duct Tape Invitational.

DUCT TAPE INVITATIONAL

Surf competition in Tuff

NORA O'MALLEY
 nora.omalley@westerlynews.ca

Gusty onshore winds might have made Chesterman Beach more apt for kiteboarding last weekend, but the show still went on and man, oh, man did the contestants ever perform.

Spectators at the Vans Joel Tudor Duct Tape Invitational were treated to a live action-reel of surfing that included nose riding, fin first takeoffs, ultra smooth footwork and party waves galore.

"Whether the waves are there or not, the beautiful thing about a longboard is it's built to ride [bad] waves," said world champion longboarder and contest founder Joel Tudor. "You don't have much room to complain."

Originally, Tudor was hoping to hold the Duct Tape on the East Coast of Canada.

"We were trying for Nova Scotia, but we had some crazy run-ins with the locals," he said.

"They were threatening us and all sorts of stuff. People are very selfish. For some reason they think they own the ocean. They were saying that we were going to bring a big plastic conglomerate surfboard contest to town and expose all the waves and leave trash, but as you can see, we're a tent."

After feeling an unwelcoming vibe from Nova Scotian waters, Vans Canada reached out to Tudor with the Tofino option.

"The board of tourism welcomed us. I haven't had one negative email. I've actually had nothing but positive," Tudor said.

"You guys are famous for being friendly. I've had a really great reception. Everyone's been really nice."

Tudor, who has been a Vans sponsored surfer for the last 20 years, launched the Duct Tape Invitational with the intent of sharing longboarding surf culture and style with the world.

"My career is still going, but you have to eventu-

ally pass the torch to the next generation," he said.

"Vans understands the importance of heritage. If you don't have a story, it's hard to sell your brand."

The West Coast's local wildcard pick Asia Dryden received the V.I.P. treatment throughout the contest, which included free skateboards and hoodies from the title sponsor.

"Everyone's been super stoked and giving me lots of love," said Dryden.

"We were trying for Nova Scotia, but we had some crazy run-ins with the locals."
 - Joel Tudor

The Invitational's defending champion Justin Quintal turned in a three-peat by claiming the competition's top cash prize of \$8,000.

"That's going to cover half the trip here then probably I'll take my girlfriend on a trip," Quintal said.

The Jacksonville, Florida, native said he thoroughly enjoyed his days on the Vancouver Island.

In true surfer style, he cruised around the South Island in an RV before making his way north to Tofino for the contest.

"It's awesome. It's literally one of the coolest places I've been. Hanging out here and meeting the community has really been the best part," said Quintal.

"Thanks for the hospitality. No bad vibes at all." Now that they've came, saw, and surfed, will the Duct Tape ever return?

"Maybe one day we'll come back," Tudor said.

"I'm sure Nova Scotia is still within our scope. We're not really big on people telling us we can't go to places. If we do another Canada event, it will probably be on that side."



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- The Ritz-Carlton, Kapalua 3 -night accommodations for two
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- Spa Montage treatment for two
- The Ritz-Carlton Spa® treatment for two
- Cane & Canoe dinner for two
- The Banyan Tree dinner for two
- Round of golf for two at The Bay or Plantation Course in Kapalua
- Pacific Whale Foundation Ocean Spirit Adult Sunset Sail out of Lahaina for two adults



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ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Attention Electoral Area 'C' Long Beach Residents!

Our Annual Public Meeting will be held on Tuesday, **May 17th from 6:00 until 8:00 pm** in the Community Room at the Ucluelet Community Centre, 500 Matterson Drive.

Agenda items include:

- Discussion on the Millstream Water System;
- Updates to the South Long Beach Official Community Plan; and
- Discussion of any concerns and/or ideas that residents and/or property owners may have.

Please contact the Planning Department at the Alberni-Clayoquot Regional District Office at (250) 720-2700 if you have any questions regarding this meeting.

We look forward to seeing you there!

Sincerely, Tony Bennett, Long Beach Electoral Area Director

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Cypress Land Services
Suite 120 – 736 Granville Street
Vancouver, BC V6Z 1G3

Telephone: 604.620.0877
Facsimile: 604.620.0876
Website : www.cypresslandservices.com

March 26, 2016

Via Email

Mike Irg
Manager of Planning & Development
Alberni-Clayoquot Regional District
3008 5th Ave
Port Alberni, BC V9Y 2E3

Dear Mr. Irg:

**Subject: TM Mobile Inc. (“TELUS”) Telecommunications Facility Proposal
Information Package**
Address or Legal: DISTRICT LOT 2176, CLAYOQUOT DISTRICT
Coordinates: 48.959189° N, -125.4928° W
TELUS Site: BC0304 – Mount Ozzard

Overview

Cypress Land Services, in our capacity as agent to TELUS Communications, is submitting this information package (“Information Package”) to initiate the consultation process related to the installation and operation of a telecommunications facility. We have been in preliminary consultation with the Alberni-Clayoquot Regional District (“ACRD”) to identify a suitable site for a 35m tower in order to provide dependable wireless data and voice communication services. This Information Package is intended to formalize the consultation process.

Proposed Site

The proposed installation is for a 35m self-support tower located on Crown land, within an existing Canadian Coast Guard (CCG) tenure area, and across from Ucluelet on the top of Mt. Ozzard. The site is situated within the ACRD. TELUS has an existing tower, 6m in height, and needs to add antennas but cannot increase the height as it is in front of the Coast Guard Radar. There is an area within the existing site tenure area not required by the Coast Guard and TELUS is proposing to move the tower to that location. The new location is further from the edge of the ridge so TELUS required a 35m tower at the new location. (**Schedule A: Tower Site Location**).

The zoning over the subject property is Forest Reserve (A4) District. The A4 District permits utilities as a principal use. The telecommunications tower would be a permitted use at this site. There will be no building permit requirement for the tower but a building permit would be

required for any service building at the site greater than 106 square feet in size. No development permit would be required provided the tower is a minimum of 30 metres from the nearest watercourse.

Rationale for Site Selection

TELUS seeks to maintain and improve high quality, dependable network services. In order to improve network performance, TELUS is seeking to add the proposed communications tower to improve service in and around the Ucluelet area.

The proposed site is a result of many considerations. TELUS has an existing site 6m in height and needs to add antennas but cannot increase the height as it is in front of the Coast Guard Radar. There is a sector not required by the Coast Guard so TELUS is proposing to move the tower to that location. The new location is further from the edge of the ridge so TELUS required a 35m tower at the new location. The proposed location is considered to be appropriate.

Tower Proposal Details

TELUS is proposing to install a 35m self-support tower, located on Crown land in order to improve wireless and telecommunications services, specifically in the community of Ucluelet.

TELUS has completed preliminary design plans (**Schedule B: Preliminary Plans**) as well as a photo-simulation (**Schedule C: Photo-simulation**). These preliminary design plans are subject to final engineered design, land survey and approval of Transport Canada. Transport Canada approval may require tower lighting and/or marking. The photo-simulation is for conceptual purposes only.

TELUS encourages comments from the ACRD, Long Beach Advisory Planning Commission and Yuułuṭit̓ath̓ Government regarding the proposed location and design of the tower. Applications to both NavCanada and Transport Canada have been submitted. Comments from both are pending.

Consultation Process with the ACRD

Industry Canada requires all proponents to consult with the local land use authority and public, notwithstanding that Industry Canada has exclusive jurisdiction in the licensing of telecommunication sites, such as the proposed tower. Following Industry Canada's requirements, TELUS would like to initiate Industry Canada's Default Public Consultation Process (as described in the Industry Canada circular, CPC-2-0-03, including the changes outlined in the February 5, 2014 Ministerial announcement, and commonly referred to as the "CPC"). Information on the "CPC" consultation process developed by Industry Canada may be found on-line at:

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>

In order to obtain comments, concerns or questions in regards to the proposed tower site, the CPC requires TELUS to send out notification packages to all properties located within three times the height of the proposed tower. There are no properties within 3 times the tower height. A notice in the local paper is also required in order to allow for public comment on the proposed site. This comment period is a minimum of 30 days.

We expect the notice to be posted by April 13, 2016 in order to initiate this segment of the consultation process.

At the conclusion of the consultation process, TELUS will prepare a summary of comments received from the community as well as the replies provided by TELUS.

TELUS is requesting that, subsequent to the completed consultation process and report to Council, a letter or resolution of concurrence is issued by the ACRD.

Health and Safety

Health Canada's Safety Code 6 regulations are applicable to this, and all, telecommunications sites. Safety Code 6 seeks to limit the public's exposure to radiofrequency electromagnetic fields and ensures public safety. Additional information on health and safety may be found on-line at:

Health Canada:

http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php

Concurrence Requirements

In order to complete the consultation process, TELUS will be requesting concurrence from the ACRD in a form acceptable to both the ACRD and to Industry Canada. We understand that, subsequent to the Council decision, the ACRD would be providing a letter of resolution.

Conclusion

Please consider this information package as the official commencement of the ACRD's telecommunications consultation policy. TELUS is committed to working with the ACRD and the community in determining an appropriate location and design for a telecommunications tower that will improve wireless services.

We look forward to working together during this process. Please do not hesitate to contact us by phone at 604-833-1384 or by email at ingrid@cypresslandservices.com.

Thank you in advance for your assistance and consideration.

Sincerely,

CYPRESS LAND SERVICES

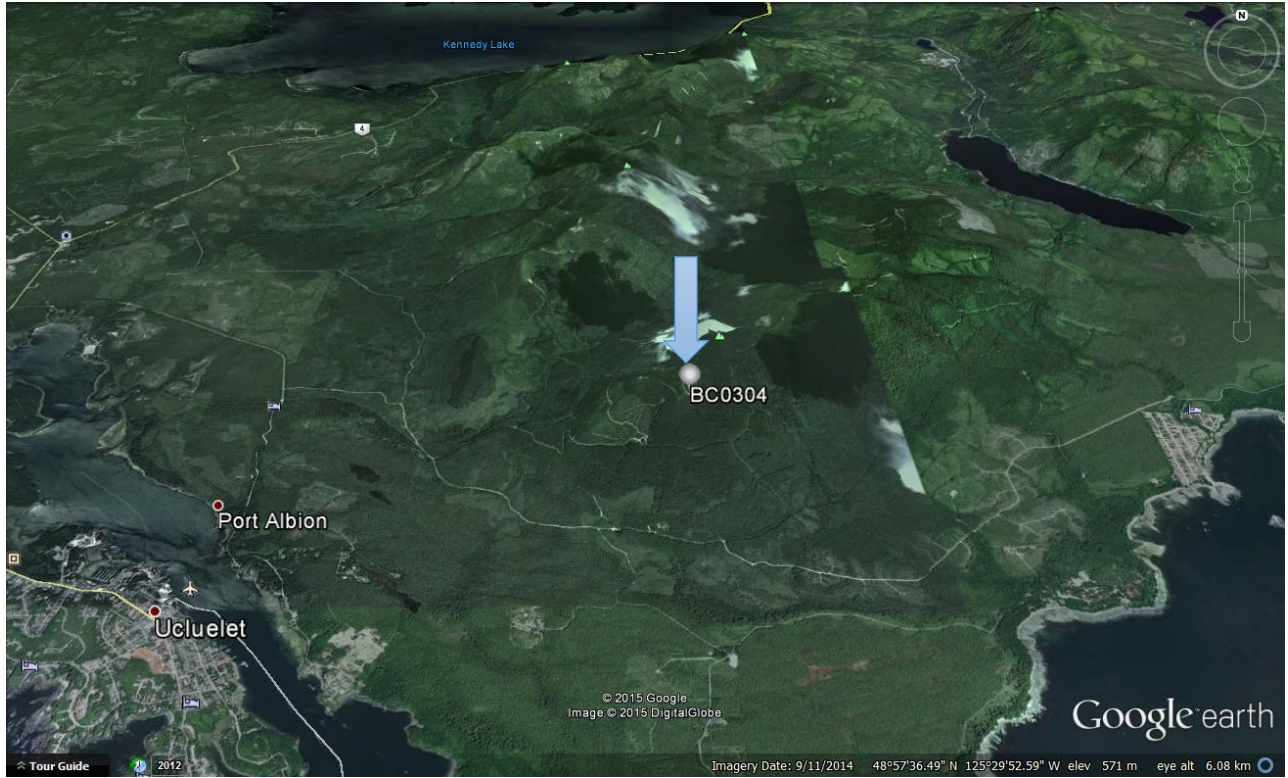
Agents for TELUS Communications Inc.

A handwritten signature in blue ink that reads "I. Matthews". The signature is written in a cursive style with a large initial "I" and a long, sweeping underline.

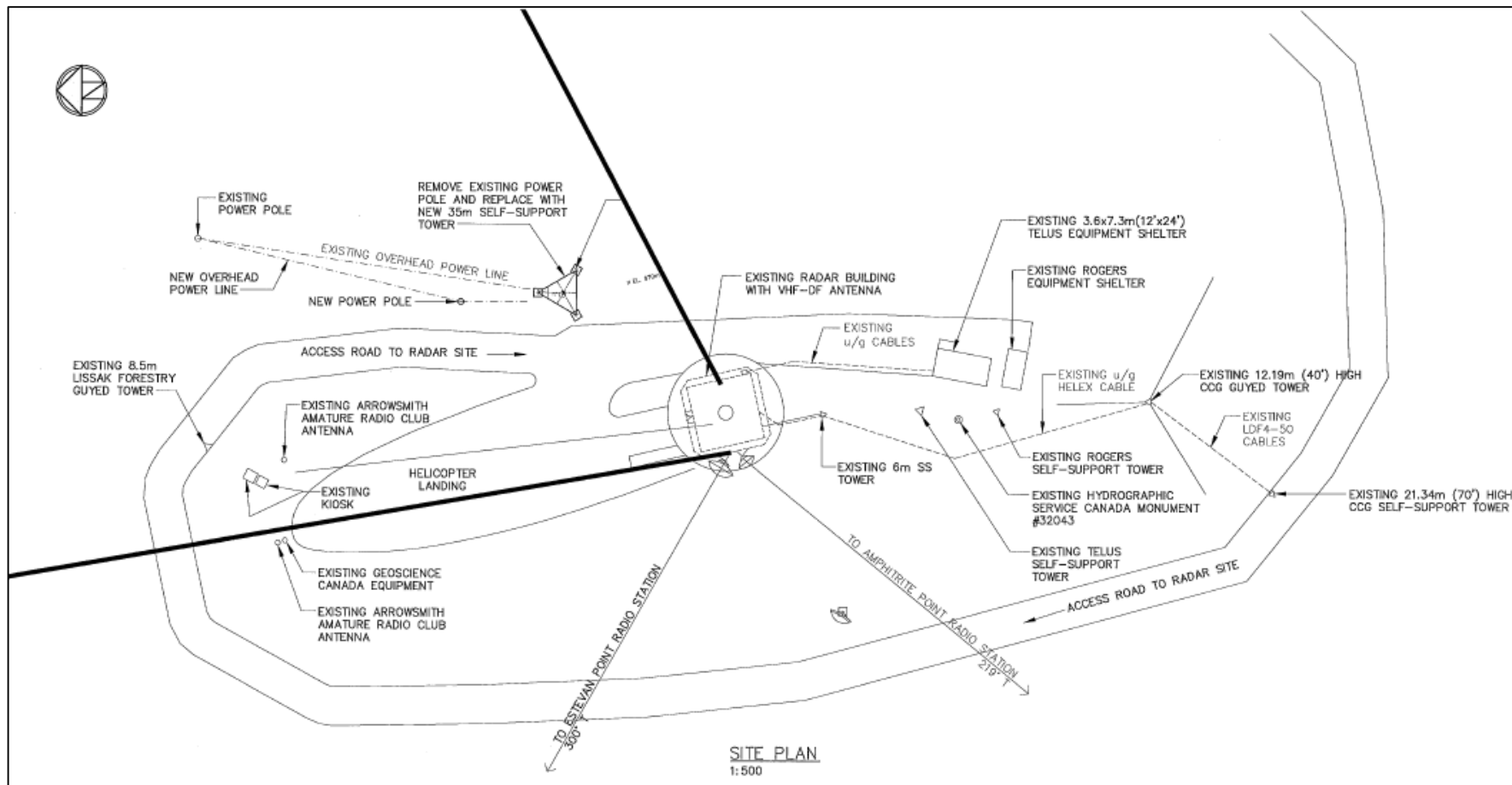
Ingrid Matthews
Municipal Affairs

cc: Cheryl Bilyk, Real Estate & Government Affairs, TELUS

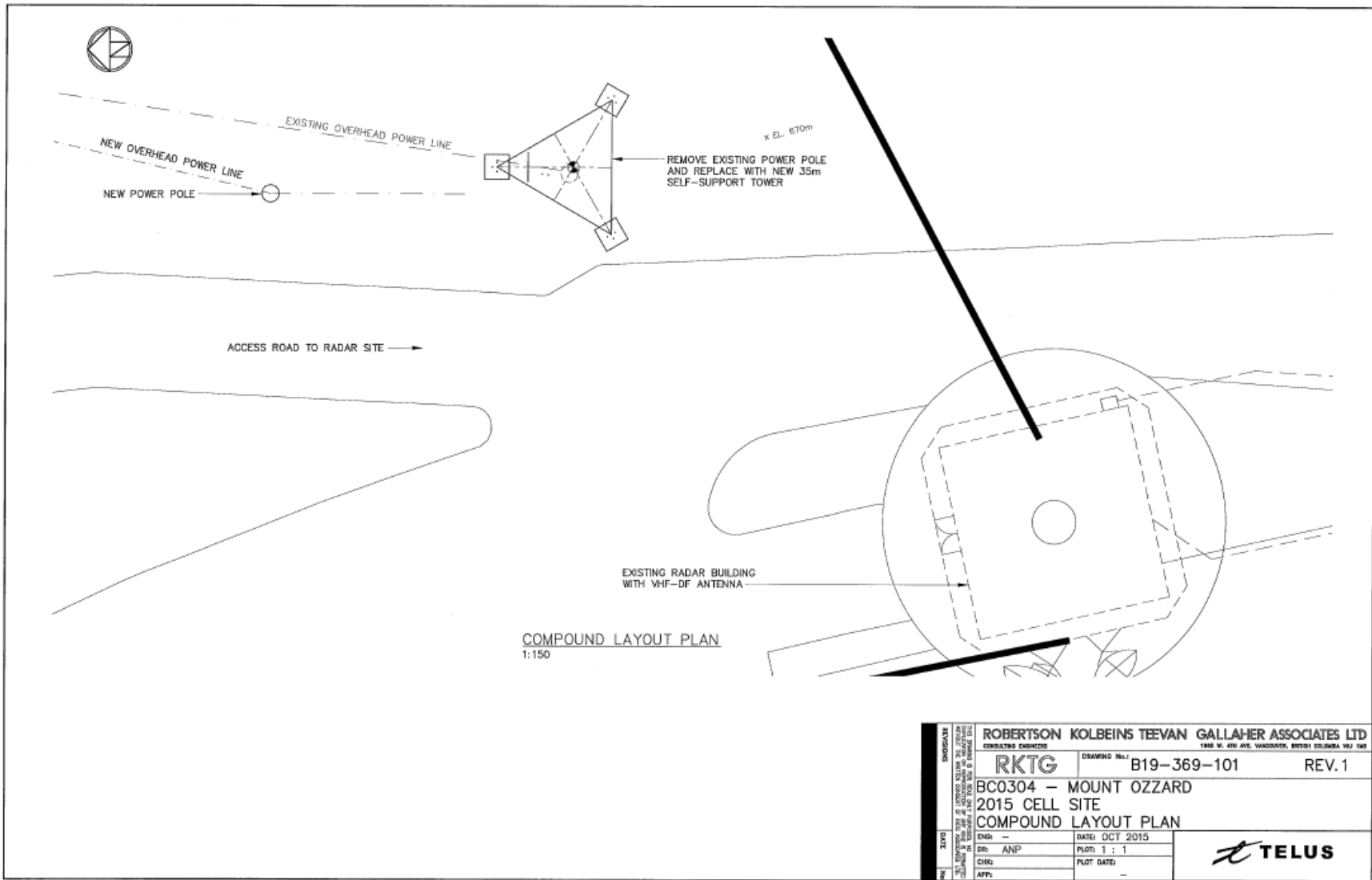
**SCHEDULE A
TOWER SITE LOCATION**



**SCHEDULE B
PRELIMINARY PLAN – SITE PLAN**

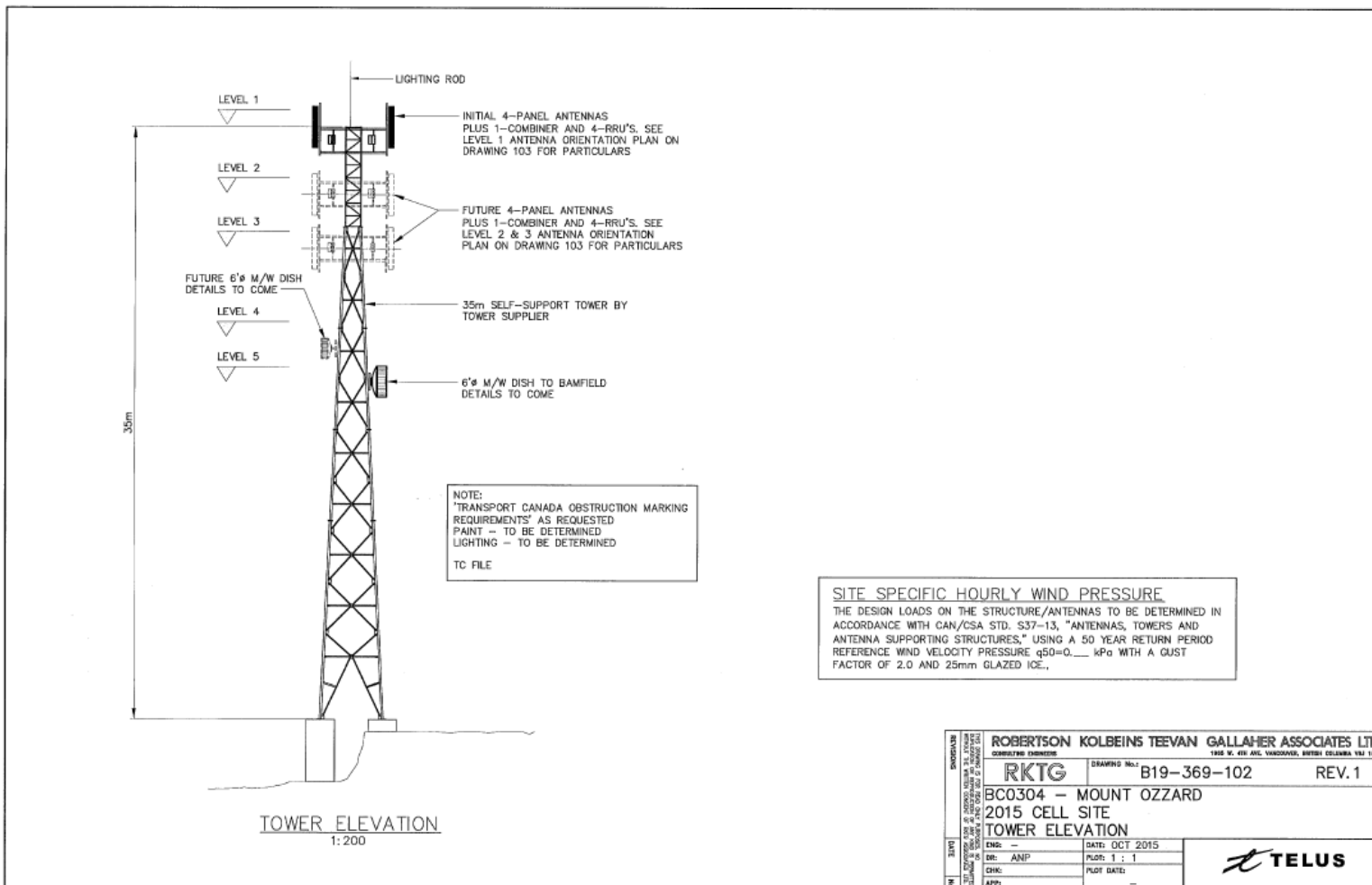


**SCHEDULE B
PRELIMINARY PLAN – COMPOUND LAYOUT**

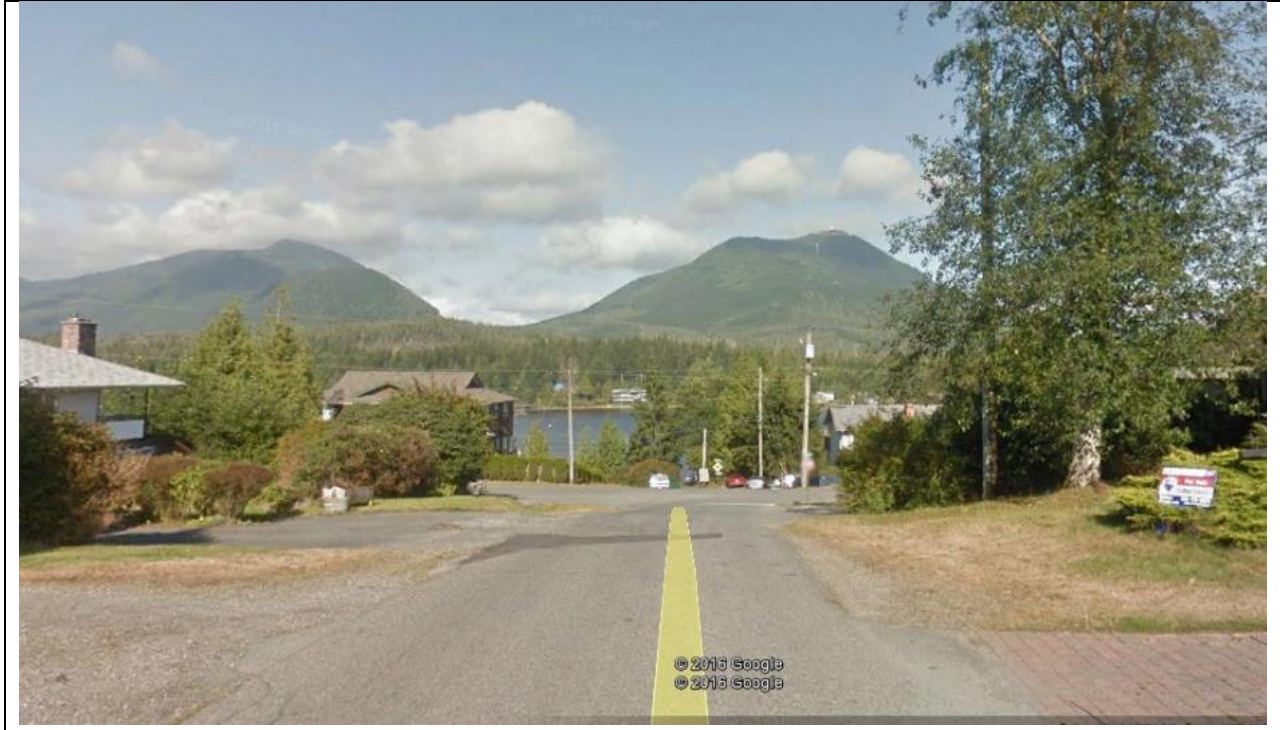


APPROVED CHECKED DRAWN DATE	ROBERTSON KOLBEINS TEEVAN GALLAHER ASSOCIATES LTD <small>CONSULTING ENGINEERS 1880 W. 4TH AVE. VANCOUVER, BRITISH COLUMBIA V6J 1K6</small>		
	RKTG	DRAWING No.: B19-369-101	REV. 1
	BC0304 – MOUNT OZZARD 2015 CELL SITE COMPOUND LAYOUT PLAN		
	ENGR: — DR: ANP CHR: — APP: —	DATE: OCT 2015 PLOT: 1 : 1 PLOT DATE: —	

SCHEDULE B PRELIMINARY PLAN – TOWER ELEVATION



**SCHEDULE C
PHOTO-SIMULATION**



View: Looking northeast towards proposed tower from Alder Street, Uculet BC.



Note: Photo-simulation is for conceptual purposes only.

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of June 17, 2016

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Jan. 23/13 WC Comm	Explore with the Yuułu?iŋ?ath Government possible participation in the South Long Beach Multi-Purpose Bike Path in the future.	Russell	Yuułu?iŋ?ath to respond
2.	July 10/15 Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation.	Reconcil. Committee	In Progress
3.	April 9/15 Recon. Comm.	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.	May 27/15 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
5.	Sept. 16/15 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	Contact new TFN Council
6.	Feb. 10/15 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 Nuu-chah-nulth Tribal Council President Deb Foxcroft.	Russell/ Josie	June 20 th , Tseshaht Admin. Building, 9:30 am to 3:00 pm
7.	March 22/16 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
8.	May 11/16 Board	Request a meeting with Mr. Ken Taekema, Fire Centre Manager, Coastal Fire Centre, BC Wildfire Service regarding the July 2015 Dog Mountain Fire to discuss plans and resources for the 2016 wildfire season in the Alberni-Clayoquot Regional District	Russell	June 22 nd Committee-of-the-Whole Meeting
9.	May 31/16 West Coast Comm.	Proceed with Phase 1 of the business plan for the proposed multiplex facility on the West Coast which includes the long term viability of the project and receive input on the process from the Tla-o-qui-aht First Nation, West Coast Multiplex Society and West Coast Committee	Russell	Seeking qualified consultant

#	Date	Action Item	Assigned to	Target Date/Update
10.	May 31/16 West Coast Comm.	Proceed with a pre-design plan for the proposed multiplex facility on the West Coast for a maximum cost of \$20,000.00	Russell	
11.	May 31/16 West Coast Comm.	Investigate what other communities do for regional emergency planning including contractual arrangements and funding	Russell	July 2016
Finance Department				
12.	March 9/16 Board	Create an Emergency Plan 5 year Budget in 2017	Teri	September 2016
13.	April 27/16 Board	Invite BC Transit and Diversified Transit to meet with the ACRD Board and discuss the program and changes in ridership	Teri	Presenting at September 14 th Board meeting
14.	May 11/16 RHD Board	Invite Mr. Chris Sullivan, Director, Capital Planning, Island Health, Marie Duperrault, Director, Pt. Alberni/West Coast and Pam Rardon, WCGH Site Director to meet with the Hospital District Board regarding health services and identified issues in the region – Arrange in the am prior to a Board meeting	Teri	Meeting set-up with Hospital District for Aug. 24 th , 11:00 am
Environmental Services Department				
15.	May 11/11 AV Comm.	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill.	Russell	In progress
16.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners for signage	Luc	Design in progress – GPS Complete
17.	Oct. 10/12 Board	Work with the Air Quality Council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal.	Russell/ Andrew	Drafting a bylaw for board review
18.	June 10/15 Board	The Board of Directors adopt the following implementation policy for penalties at the Alberni Valley Landfill: <ul style="list-style-type: none"> • Commencing January 1, 2016, a surcharge of 50% of the current tipping fee for loads containing more than 10% of corrugated cardboard; • Commencing July 1, 2016 a surcharge of 100% of the current tipping fee for loads containing more than 5% of corrugated cardboard • Update ACRD policy book etc. 	Janice/ Andrew	Update fee and changes in progress
19.	Aug. 12/15 Board	Prepare a report for the next West Coast Committee regarding review of lease rates at the Long Beach Airport and all leases currently in place	Andrew/ Janice/Mark	Done - RFD to Board June 22 nd

#	Date	Action Item	Assigned to	Target Date/Update
20.	Sept. 9/15 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
21.	March 16/16 Special Board	The Board of Directors directed staff to complete waste reduction strategies as presented in the March 16 th Report at a cost of \$95,000	Andrew/ Janice	Done – Undertaking
22.	March 23/16 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	Done – awaiting notification
23.	March 23/16 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 – awaiting notification
24.	April 13/16 Board	Work with the Huu-ay-aht First Nation and Bamfield Marine Science Centre to develop a plan to combine waste services for the Bamfield Area	Andrew	June 14/16 Met & meeting with each group
25.	April 13/16 Board	Forward a letter to the Huu-ay-aht First Nation thanking them for their letter dated March 15, 2016 supporting the Regional District's application through the Build Canada Small Communities grant program for funding for the Bamfield Water System and advise: <ul style="list-style-type: none"> a. The Regional District has changed their funding approach for the Bamfield Water System and will not be applying for funding through the Build Canada Fund; and, b. The Regional District is interested in future collaboration with the Huu-ay-aht First Nation regarding water infrastructure in the Bamfield area. 	Andrew	In progress

#	Date	Action Item	Assigned to	Target Date/Update
26.	May 11/16 Board	The Board of Directors passed a resolution directing staff to commence with the Bamfield Water System Treatment project, communicating with the community through the Bamfield Water Committee about the rationale behind proceeding including the timelines and decisions that will follow; providing a report on the process for borrowing and directing the engineer to prepare water treatment plant tender documents – Assigned staff meet to discuss next steps	Andrew	July 20 th
27.	May 11/16 Board	Invite Island Health, Island Timberlands, HUU-ay-aht First Nations and the Ministry of Forests, Land and Resource Operations to a future meeting to discuss watershed management in the interests of water quality	Andrew/ Heather	In Progress
28.	May 11/16 Board	Draft a letter for the Chair's signature to institutional water users to request a contribution to the capital costs of the water treatment facility over and above their property tax contribution	Andrew	Verbal – in progress discussion with BMSC Director
29.	May 11/16 Board	The Board of Directors passed a resolution that the water treatment plant be designed to meet required water quality standards at a reasonable level to ensure capital and operating costs are at affordable levels	Andrew	In progress - Engineer directed to proceed with final design and tender docs
30.	June 8/16 Board	The Board of Directors approved renewing the Boulton Spice's lease agreement for a three (3) year term to operate a spice blending business in exchange for repairs and upgrades to the Weather Station building – prepare for signatures	Andrew/ Janice	Arranging signatures
31.	June 8/16 Board	The Board of Directors awarded the Long Beach Airport Branding and Marketing contract to Primal Communications for a contract price of \$13,200, plus GST – award the contract	Mark/ Janice	In progress – meeting with Primal this weekend
32.	June 8/16 Board	The Board of Directors submit an application to the Canada 150 Community Infrastructure Program to fund upgrades to the Cherry Creek Trail	Andrew/ Janice	In progress – ready for submission – June 22 nd
Planning Department				
33.	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

#	Date	Action Item	Assigned to	Target Date/Update
34.	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
35.	May 27/15 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
36.	May 27/15 EA Directors	Bring a report to the Board on options for dealing with vacation rentals.	Mike	Planning staff to review
37.	May 27/15 Board	The Board approved the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with: <ol style="list-style-type: none"> 1. All structures to meet BC Building Code; 2. "Use at own risk" signage is provided; 3. Material and construction costs are not from public funds; 4. Future Maintenance and Inspection to be performed by ACRD; As outlined in the staff report dated November 20, 2014 – Proceed with the project.	Luc	In progress
38.	May 27/15 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	Met with WCA and biologist – in progress
39.	April 13/16 Board	Review ACRD Fire Department recent truck repairs and investigate Fire Departments use of maintenance contract for light vehicles	Luc	Investigating
40.	May 11/16 Board	Forward a letter to Emcon Services and the Ministry of Transportation and Infrastructure requesting paving upgrades on the stretch of road between the District of Ucluelet and the Tofino/Ucluelet junction	Mike	Drafting
41.	May 25/16 Board	Forward letter of support to the PA Port Authority for their request to the Ministry of Transportation for the paving of the 5.8 km of gravel road from the area known as "Cameron Shops" to the access way turn off to China Creek Campground and Marina	Mike	Drafting

#	Date	Action Item	Assigned to	Target Date/Update
42.	June 8/16 Board	The Board of Directors passed a resolution to provide a letter of support for Alpine Canada's proposal to build a new Alpine Hut on the West Ridge of 5040 Peak – draft letter	Heather	Done

Issued: June 17, 2016



Alberni-Clayoquot Regional District
Board of Directors Meeting Schedule
JULY 2016

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, July 6 th	Electoral Area Directors Committee Meeting	10:00 am – Regional District Board Room	Committee Members, Staff
	Alberni Valley & Bamfield Services Committee	1:30 pm – Regional District Board Room	Committee Members, Staff
Wednesday, July 27 th	Board of Directors Meeting	1:30 pm - Regional District Board Room	Directors, Staff
	Hospital District Meeting	Immediately Following Above	Directors, Staff

Issued: June 17, 2016

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MAY, 2016**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family													0	0
Mobile Homes													0	0
Multi-Family													0	0
Adds&Rens													0	0
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous													0	0
Totals	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
MAY, 2016 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	0	0	2	533,000	3	1,114,661	2	483,250	0	0	7	2,130,911
Mobile Homes	0	0	0	0	0	0	2	26,500	1	74,939	0	0	3	101,439
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	0	0	1	205,671	2	295,000	1	60,000	4	560,671
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutional	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellenaous	0	0	0	0	0	0	7	84,000	3	92,670	1	25,325	11	201,995
Totals	0	0	0	0	2	533,000	13	1,430,832	8	945,859	2	85,325	25	2,995,016

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS						0	13

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2015	28	2,176,279	89	8,577,170					
2014	38	2,700,204	73	7,121,200					
2013	31	5,032,441	81	8,208,948					
2012	33	2,484,000	92	9,011,700					
2011	60	4,292,042	120	9,221,498					
2010	65	10,682,812	149	21,524,170					
2009	41	4,073,709	123	11,302,380	1999	4	544,660	80	3,348,092
2008	58	5,846,304	147	22,682,130	1998	10	352,980	75	3,320,890
2007	54	4,675,576	163	15,007,877	1997	11	301,800	104	10,025,166
2006	20	2,180,540	161	15,909,705	1996	10	681,000	128	9,050,554
2005	23	3,668,510	138	12,962,379	1995	11	1,062,000	116	9,641,300
2004	16	2,535,906	133	11,036,854	1994	20	1,151,000	151	7,915,500
2003	7	1,695,380	97	6,925,356	1993	24	1,667,000	167	10,864,000
2002	7	116,952	76	2,986,134	1992	14	614,000	173	11,192,500
2001	5	375,314	89	5,790,126	1991	7	463,520	126	7,155,120
2000	4	63,279	88	4,095,339	1990	6	1,068,800	118	6,323,900



**SUMMARY OF REVENUE AND EXPENDITURES
FOR PERIOD ENDING MAY 31, 2016**

(PAGE 1)

	2016 YEAR TO DATE ACTUAL	2016 ANNUAL BUDGET	PERCENTAGE OF BUDGET
REVENUE			
Tax requisition	\$ 322	\$ 4,733,752	0.01%
Parcel taxes	-	858,821	0.00%
Grants in lieu of taxes	24,022	30,500	78.76%
Services provided to other governments	37,277	78,954	47.21%
Sale of services	1,573,761	3,507,000	44.87%
Other revenue	75,462	483,600	15.60%
Grants from other sources	384,303	4,083,083	9.41%
Surplus (deficit) from prior years	1,929,885	1,935,065	99.73%
Committed surplus from prior year	2,016,588	2,016,589	100.00%
Transfers between services	3,333	651,021	0.51%
	<hr/>		
SUBTOTAL	6,044,953	18,378,385	32.89%
 <i>Transfers from Municipalities for</i>			
Municipal Finance Authority	\$ 491,888	\$ 911,739	53.95%
	<hr/>		
TOTAL REVENUE	\$ 6,536,841	\$ 19,290,124	33.89%
	<hr/>		

EXPENDITURES	2016 YEAR TO DATE ACTUAL	2016 ANNUAL BUDGET	PERCENTAGE OF BUDGET
All Members			
E911 Telephone System	3,284	299,151	1.10%
General Government Services	435,090	1,236,000	35.20%
Alberni-Clayoquot Health Network	64,204	160,000	40.13%
Regional Parks	16,696	42,000	39.75%
Regional Planning	72,139	187,500	38.47%
Electoral Area's			
Building Inspection	65,423	249,000	26.27%
Electoral Area Administration	25,764	921,812	2.79%
Mgmt of Development - Rural Areas	110,896	372,000	29.81%
Vancouver Island Regional Library	224,794	450,090	49.94%
Alberni Valley			
Alberni Valley Emergency Planning	79,219	292,400	27.09%
Alberni Valley & Bamfield Waste Mgmt	585,820	2,658,374	22.04%
Alberni Valley Regional Airport	45,131	2,030,750	2.22%
Alberni Valley Regional Water - Proposed	6,904	44,000	15.69%
Custom Transit	117,040	555,000	21.09%
Sproat Lake Marine Patrol	5,831	36,500	15.98%
West Coast			
Long Beach Airport	392,531	2,327,280	16.87%
West Coast Emergency Planning	8,399	24,315	34.54%
West Coast Multiplex	634	20,000	3.17%
West Coast Waste Mgmt	286,068	896,000	31.93%
City of Port Alberni			
Port Alberni Arena	417	199,475	0.21%
Bamfield			
Bamfield Community Park	3,987	12,500	31.90%
Bamfield Volunteer Fire Dept	35,055	185,198	18.93%
Bamfield Water System	37,906	615,342	6.16%
Beaufort			
Mountain Ranch Rd Fire Protection	42	3,187	1.32%
Long Beach			
Millstream Water System	8,780	36,450	24.09%
Salmon Beach Garbage	7,664	26,971	28.42%
Salmon Beach Power Distribution	15,313	85,800	17.85%
Salmon Beach Recreation	7,221	39,632	18.22%
Salmon Beach Security	7,938	46,000	17.26%
Salmon Beach Sewage	26,395	94,000	28.08%
Salmon Beach Transportation	21,974	198,000	11.10%
Salmon Beach Water	5,289	28,500	18.56%
South Long Beach Bike Path	42	7,200	0.58%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	68	14,000	0.49%
South Long Beach Street Lighting	298	920	32.39%
Sproat Lake			
Sproat Lake Animal Control	311	3,100	10.03%
Sproat Lake Arena	42	28,159	0.15%
Sproat Lake Community Park	7,355	96,000	7.66%
Sproat Lake Noise Control	1,702	7,100	23.97%
Sproat Lake Volunteer Fire Department	98,352	381,400	25.79%
Beaver Creek			
Arvay Rd Street Lighting	469	1,420	33.03%
Beaver Creek Animal Control	348	3,000	11.60%
Beaver Creek Community Park	1,356	10,000	13.56%
Beaver Creek Arena	42	21,316	0.20%
Beaver Creek Noise Control	338	2,100	16.10%
Beaver Creek Volunteer Fire Department	74,998	272,261	27.55%
Beaver Creek Water System	263,976	1,139,277	23.17%
Granville Rd Fire Protection	42	1,967	2.14%
Cherry Creek			
Cherry Creek Animal Control	588	4,972	11.83%
Cherry Creek Arena	42	17,636	0.24%
Cherry Creek Noise Control	338	2,100	16.10%
Franklin River Rd Fire Protection	42	100	42.00%
Cherry Creek Community Park	208	20,000	1.04%
Grants-in-Aid			
Total Grants in Aid	20,065	423,842	4.73%
	3,194,870	16,838,597	18.97%
Transfers to Municipal Finance Authority on behalf of the Municipalities	491,888	911,739	53.95%
	\$ 3,686,758	\$ 17,750,336	20.77%

MEMORANDUM

To: Board of Directors
From: Mark Fortune Airport Superintendent
Date: June 16, 2016
Subject: CYAZ lighting project update

The Long Beach Airport (CYAZ) lighting project has benefited from the dry weather experienced on the West Coast this spring. The Raylec crews have been able to average close to 500m of conduit installation per day as compared to the average daily total of 350m experienced on other similar projects.

To date the project has been billed to 56% of completion. I would put the actual on site completion at around 65 – 75% complete.

The following mileposts have been completed.

1. Runway, Taxiway and Intersections crossing have been completed.
2. All the underground conduit and pull chamber installations has been completed.
3. Runway End Indicator Light (REIL) bases installed at both thresholds.
4. Precision Approach Path Indicator (PAPI) bases installed at both thresholds.
5. Runway edge lighting and intersection flush mount lighting base work completed.
6. Taxiway and Apron III edge lighting base work completed.
7. Two new wind sock bases installed.

The next month will see wire runs being pulled through conduit individual lights and associated transformers being installed, signage erected.

The Field Electrical Centre (FEC) will arrive early July with the final connection and testing commencing immediately.

At the current production rate I would anticipate commissioning of the CYAZ runway lighting system by early August.

Mark Fortune
Long Beach Airport Superintendent
ACRD

Sproat Lake Parks Commission

Thursday May 12th, 2016 at 7 pm

Harold Bishop Fire Hall

Minutes

Attendance: Joe Lamoureux, Ursula Henning, Paul Andrew, Chris Law, and Brian Callendar.

Guest: Rob Turner, Ann Collins. ACRD rep: Penny Cote

Joe Lamoureux called the meeting to order at 7:05 pm

Cougar Smith Community Park

- Playground shade trees to be planted. Rain is needed suggesting planting for 2016 fall or early 2017.
- Baseball field –
 - 2016 maintenance contract – May 12 fertilized and irrigation starts nights 11pm to 5 am.
 - New graveled trail and culverts around
 - Baseball diamond – Chris to organize work date
- Tennis Courts -
 - Benches – Joe will investigate
 - Pickle ball court painting – coordinate with the SLCA which are adding 2 courts at the SL Community Hall property
- Bike Skills Park
 - Bike skills training – PA Weekend Clinic – Gail Horvath report attached.
 - On going annual maintenance – **Moved by Chris, 2nd by Brian if no liability issue maintenance and training are supported. Carried**
- Community Garden – No action in 2016.

Dickson/Faber Community Park

- Footprints Security 2016 Contract – early start May 13th, 2016 to address parties– RCMP to patrol through the summer.
- Block Watch support – FireSmart Block 2016 – Rob Turner will be watching and report to RCMP when needed.
- Porta potty in place for the summer.
- Rob Turner reported that there is a yellow contaminant on the beach
- Gravel is needed on the trail and beach if permitted.
- Joanne Dupree to pick up garbage weekly – Penny to ask for quote on garbage pick up.

Trail Expansion

- Lakeshore Road
- Faber Road
- Stirling Arm Drive
- Stuart Ave extension – culvert required 16" x 12'. **Motion by Ursula, 2nd by Paul for \$200 toward machine work. Carried.**
- Lakeshore/Hwy 4 parking lot – culvert required being donated by AV Community Forest – Committee to investigate as trailhead parking lot for trail expansion and "No overnight parking to be allowed" designation.
- Master Trail Planning and recommend - Trails sub-committee to be formed by Chris, Brian, Paul and Joe to work with Andrew McGifford at the ACRD on planning.

New Business

- Hector Road proposed closure and clean up trying for 2016 – looking for grant opportunity.
- Gas tax eligible trail projects – ACRD allocation \$100k approved.
- Sproat Lake Community Hall
 - o Hosting inside pickle ball a big success
 - o Tennis courts development to include 1 tennis court and 3 pickle ball courts.
 - o Upper field development for dog park and parking for long boat trailers and AVRA parking
 - o Maintenance and improvements scheduled for inside the SLC Hall 2016

Old Business - None

Adjournment – 9:30 pm.