



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING WEDNESDAY, MARCH 23, 2016, 1:30 pm

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items 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 – March 9, 2016	7-17
<i>THAT the minutes of the Board of Directors meeting held on March 9, 2016 be adopted.</i>	
b. Special Board of Directors Meeting (Public Consultation 2016-2020 Financial Plan) – March 16, 2016	18-21
<i>THAT the minutes of the Special Board of Directors Meeting (Public Consultation 2016-2020 Financial Plan) held on March 16, 2016 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. Inspector Mac Richards, Officer In Charge, Port Alberni Detachment, RCMP, regarding the Port Alberni RCMP Report for February 2016.	22-23
b. Dr. Hasselback, Medical Health Officer, Island Health, Central, regarding Local Health Area Profiles.	24-45
6. <u>CORRESPONDENCE FOR ACTION</u>	
a. CONFERENCE INVITATION Community-University-Victoria, March 4, 2016 regarding April 27-29th Conference on Reconciliation, Innovation and Transformation through Engagement.	46-51

Possible Motion:

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

- b. **REQUEST FOR FUNDING** **52-55**
 Third Crossing Society, March 3, 2016 regarding request for a Financial Contribution.

(Board Direction Requested)

- c. **REQUEST FOR FUNDING** **56-57**
 Central Westcoast Forest Society, March 17, 2016 regarding a request for a letter of support.

Possible Motion:

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

- d. **NEED FOR MORE BEDS AT WEST COAST GENERAL HOSPITAL** **58**
 Mr. Frank Kruks, March 9, 2016 regarding a need for more beds at West Coast General Hospital.

Possible Motion:

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

7. CORRESPONDENCE FOR INFORMATION

- a. **UNION OF BRITISH COLUMBIA MUNICIPALITIES** **59-62**
 Resolution 2015-B111: National Inquiry on Missing and Murdered Aboriginal Women
- b. **AUDITOR GENERAL FOR LOCAL GOVERNMENT** **63**
 AGLA Audit Reports - City of Campbell River, Regional District of Fraser-Fort George
- c. **MINISTER OF FISHERIES AND OCEANS** **64**

Reply on Alberni-Clayoquot Regional District's letter concerning Conservation of Eulachon.

- d. **THE PEAK 93.3** 65
Invitation to the Peak's 70th Birthday Party
- e. **MINISTRY OF THE ENVIRONMENT** 66
BC's Spill Response Regime Engagement Workshop

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

8. REQUEST FOR DECISIONS & BYLAWS

- a. **ADMINISTRATIVE MEMORANDUM** 67-69
Royal Canadian Legion Follow-Up

THAT the Board of Directors approve the request for support for the Remembrance project by sponsoring an advertisement space in the "Military Service Recognition Book" for the ¼ page (Full Colour) for the amount of \$565.00 including GST.

- b. **REQUEST FOR DECISION** 70-82
Fire Protection Service Agreement Long Beach Airport

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

- c. **REQUEST FOR DECISION** 83-94
Extension - Health Network Coordinator Contract

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

- d. **REQUEST FOR DECISION** 95-100
Carving on the Edge Special Event Grant Request

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

- e. **REQUEST FOR DECISION (Financial Plan Attached Separately)** 101-105
3rd Reading and Adoption of 2016-2020 Financial Plan

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

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

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVE16003, REDMARK VENTURES LTD, PARCEL C MAPLE STREET** **106-110**
Development Variance Application – Report

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

- b. **TUP15017, TELETECH COMMUNICATIONS LTD, 7962 BEAVER CREEK ROAD** **111-126**
Temporary Use Permit Application – Report

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

- c. **RF15010, NEWBERRY, 6585 CHERRY CREEK ROAD** **127-128**
Rezoning Application – Bylaw P1340

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

9.2 ALL DIRECTORS

- a. **PROPOSED MANAGEMENT APPROACHES FOR MARBLED MURRELET AND NORTHERN GOSHAWK** **129-130**
Request for Decision

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

- b. **DEVELOPMENT PROCEDURES AND FEES BYLAW** **131-147**

Request for Decision and Bylaw P1342

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

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

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

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

10. REPORTS

10.1 STAFF REPORTS

- | | | |
|----|---|----------------|
| a. | Staff Action Items Report – March 18, 2016 | 148-152 |
| b. | Meeting Schedule – April 2016 | 153 |
| c. | Building Inspector's Report – February 2016 | 154 |

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

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- | | | |
|----|--|----------------|
| a. | 9-1-1 Corporation – J. McNabb <ul style="list-style-type: none">• 2016 NI 9-1-1 Adopted Budget | 155-156 |
| 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 <ul style="list-style-type: none">• Minutes of the March 3, 2016 Meeting | 157-160 |

- j. West Coast Aquatic Board – T. Bennett/K. Wyton
- k. Association of Vancouver Island & Coastal Communities – J. Osborne
- l. Beaver Creek Water Advisory Committee – J. McNabb
 - March 14, 2016 Meeting (Verbal)
- m. Electoral Area Directors Committee - L. Banton
 - March 22, 2016 Meeting (Verbal)
- n. Other Reports

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. IN CAMERA

Motion to close the meeting to discuss matters relating to:

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

15. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

16. ADJOURN

**Next Board of Directors Meeting: Wednesday, April 13, 2016, 1:30 PM
Alberni-Clayoquot Regional District Board Room**

Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 9, 2016, 1:30pm

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

DIRECTORS

PRESENT:

Josie Osborne, Chairperson, District of Tofino
Penny Cote, Vice-Chair, Electoral Area "D" (Sproat Lake)
Keith Wyton, Director, Electoral Area "A" (Bamfield)
Mike Kokura, Director, Electoral Area "B" (Beaufort)
Tony Bennett, Director, Electoral Area "C" (Long Beach)
John McNabb, Vice-Chair, Electoral Area "E" (Beaver Creek)
Lucas Banton, Director, Electoral Area "F" (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
Mike Ruttan, Mayor, City of Port Alberni
Jack McLeman, Councillor, City of Port Alberni
Dianne St. Jacques, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government via teleconference

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer
Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services
Mike Irg, Manager of Planning and Development
Shelli Lyle, Administrative Services

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

MOVED: Director Kokura

SECONDED: Director Bennett

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

- a. Delegation for Letter of Support – Sheena Falconer - West Coast Aquatic Stewardship Association;*
- b. Information – Recognition – Ted Blight – Governor General Award;*
- c. Request for Decision – Cycle Alberni Bike to Work Week Grant Application;*
- d. Provincial update for the Alberni Valley Regional Airport.*

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – February 24, 2016

MOVED: Director Bennett

SECONDED: Director Kokura

THAT the minutes of the Board of Directors meeting held on February 24, 2016 be adopted.

CARRIED

b. West Coast Committee Meeting – February 24, 2016

MOVED: Director St. Jacques

SECONDED: Director Bennett

THAT the minutes of the West Coast Committee Meeting held on February 24, 2016 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Mr. Frank Kruks regarding the need for additional beds at the West Coast General Hospital.

Mr. Kruks provided the Board of Directors information on his experience at West Coast General Hospital on February 20th when he underwent surgery. He was moved many times and his last days were spent in a dining room area that he felt was like cattle stalls separated by curtains, he felt very degraded and there was no privacy and requested the Board look into this matter.

Director McCarthy entered the meeting at 1:43 pm.

b. Sheena Falconer from the West Coast Aquatic Stewardship Association regarding request for letter of support for their funding application to the RBC Blue Water Leadership Grant to assess and quantify all the inputs into the Alberni Inlet.

Ms. Falconer provided information on the West Coast Aquatic Stewardship Association's RBC Blue Water Leadership grant application. They are proposing to assess and quantify all the inputs into the Alberni Inlet, including storm drains, liquid waste, boating fuel, log handling and other impacts. The outcome will be options to

reduce inputs, leading to cleaner water for the inlet. Ms. Falconer is requesting a letter of support from the ACRD Board of Directors to support their \$90,000 project to RBC.

MOVED: Director Ruttan
SECONDED: Director Bennett

THAT the Board of Directors forward a letter of support to RBC Blue Water Leadership on behalf of the West Coast Aquatic Stewardship Association's grant application.

CARRIED

6. CORRESPONDENCE FOR ACTION

- a. Correspondence January 8, 2016 from the Municipal Finance Authority regarding the 2016 Regional District Chairs (CEOs) and CAOs Forum.**

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Board of Directors authorize the Chairperson and CAO to attend the Annual Regional District CEO(Chair/CA) Forum, March 29-30, 2016 in Victoria, BC.

CARRIED

- b. Correspondence February 5th, 2016 from the Union of BC Municipalities regarding request for 2016-2017 Membership Renewal.**

MOVED: Director Bennett
SECONDED: Director McLeman

THAT the Board of Directors authorize the 2016-2017 UBCM membership renewal in the amount of \$5,182.45.

CARRIED

- c. Correspondence March 2, 2016 from the Royal Canadian Legion regarding request to support the Remembrance Project.**

MOVED: Director McNabb
SECONDED: Director Ruttan

THAT the Board of Directors refer the request for support for the Remembrance Project by sponsoring an advertisement space in the "Military Service Recognition Book" for the ¼ page (Full Colour) for the amount of \$565.00 including GST to the next Board of Directors meeting to seek more information.

CARRIED

- d. **Correspondence March 3, 2016 from the Carving on the Edge Festival regarding a Special Events Grant request of \$1500.00 to support the programs of the festival.**

MOVED: Director Banton

SECONDED: Director McNabb

THAT the Board of Directors defer the request from the Carving on the Edge Festival regarding a Special Events Grant request of \$1500.00 to support the programs of the festival to the next Board of Directors meeting to seek more information.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **COMMUNITY ARTS COUNCIL**
RAC Reminders March – April 2016
- b. **EMERGENCY MANAGEMENT BC**
Funding Announcement: Earthquake Early Warning and Executive Summary
- c. **CLIMATE LEADERSHIP TEAM**
Invitation to Engage
- d. **PROVINCE OF BC WINE STORE RETAILING STRATEGY**
Initiative Announcement
- e. **SPECIES AT RISK RECOVERY UNIT**
Notification of updates to the Species at Risk Public Registry
- f. **30TH ANNIVERSARY SISTER CITIES**
Invitation to Participate
- g. **COMMUNITIES IN BLOOM**
Invitation to Participate
- h. **ISLAND CORRIDOR FOUNDATION**
Annual General Meeting – April 28, 2016
- i. **MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING**
Syrian Refugees Arrival Update
- j. **HUU AY AHT**
Letter of Support
- k. **SUZY VAN HERWAARDEN**
Thank you card
- l. **LATE ITEM – GOVERNOR GENERAL AWARD**
Recognition of Ted Blight's 40 Years of Service

MOVED: Director Ruttan

SECONDED: Director Jack

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding Island Health Grant Funding Agreement.

MOVED: Director Cote
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District enter into an agreement with Island Health in order to receive one-time grant funding in the amount of \$31,733.39 to be used for the purpose of developing population level interventions that address the five modifiable health risk factors, frail seniors, mental health and substance use, either directly or in partnership with other local community organizations, including Community Health Networks.

CARRIED

b. Request for Decision regarding the West Coast Multiplex.

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors amend the 2016 – 2020 Financial Plan to include an allocation of \$20,000 for resources in order for the Regional District to support West Coast Multiplex planning and programming.

CARRIED

c. Request for Decision regarding the Arrowsmith Amateur Radio Club Grant in Aid.

MOVED: Director McNabb
SECONDED: Director Cote

THAT the ACRD Board of Directors support the Grant In Aid request of the Arrowsmith Amateur Radio Club, in the amount of \$9,328.57, with the participating areas being Beaver Creek, Cherry Creek, Sproat Lake, Beaufort and the City of Port Alberni, and the 2016-2020 Financial Plan be amended accordingly.

CARRIED

d. Request for Decision regarding amendments prior to 2nd reading of the 2016-2020 Financial Plan.

MOVED: Director Osborne
SECONDED: Director Bennett

THAT the Board of Directors approve the following amendment to the 2016 – 2020

Financial Plan to be included in second reading of Bylaw F1125, 2016 – 2020 Financial Plan at the Special Board of Directors meeting on March 16, 2016:

Alberni Valley Grant in Aid:

Page 27 - Line 2 – increase by \$9,328 from \$27,830 to \$37,159;

Page 27 - Line 10 – add Arrowsmith Amateur Radio Club \$9,329.

West Coast Multiplex Service:

Add Page 46 - Line 2 increase tax requisition to \$20,000;

Page 46 – add Line 6 – Operating Costs West Coast Multiplex - \$20,000.

Wheels for Wellness:

Page 58 - line 2 reduce by \$2,172 to \$2,000 from \$4,172.00;

Page 58 – line 6 reduce by \$2,172 to \$2,000 from \$4,172.00.

E911:

Page 6 - line 2 - reduce by \$3,947 from \$296,884 to \$291,167;

Page 6 - line 7 - reduce by \$3,947 from \$295,868 to \$290,151.

CARRIED

e. Request for Decision regarding Finalizing and Archiving Old/Expired Building Permits.

MOVED: Director Bennett

SECONDED: Director Cote

THAT the Board of Directors authorize the closing and archiving of building permits 10 years and older as of the date of issuance due to inactivity, if the determination of the Building Official is that no significant or unacceptable conditions exist in relation to the Building Permit issued.

CARRIED

f. Request for Decision regarding Bylaw 856-9, Sproat Lake Fire Protection Area Amendment.

MOVED: Director Cote

SECONDED: Director Banton

THAT the Alberni-Clayoquot Board of Directors give first reading to Bylaw 856-9, cited as “Sproat Lake Fire Protection Service Area Amendment, 2016”.

CARRIED

MOVED: Director Cote

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Board of Directors give second reading to Bylaw 856-9, cited as "Sproat Lake Fire Protection Service Area Amendment, 2016".

CARRIED

*MOVED: Director Cote
SECONDED: Director Jack*

THAT the Alberni-Clayoquot Board of Directors give third reading to Bylaw 856-9, cited as "Sproat Lake Fire Protection Service Area Amendment, 2016".

CARRIED

*MOVED: Director Cote
SECONDED: Director Jack*

THAT the Alberni-Clayoquot Board of Directors adopt Bylaw 856-9, cited as "Sproat Lake Fire Protection Service Area Amendment, 2016".

CARRIED

g. Request for Decision regarding Finance Warrant Number 562.

*MOVED: Director Jack
SECONDED: Director Banton*

THAT the Alberni-Clayoquot Board of Directors approve Finance Warrant number 562 in the amount of \$781,016.65 dated February 29, 2016.

CARRIED

h. LATE ITEM - Request for Decision regarding Cycle Alberni Bike to Work Week Grant Application.

*MOVED: Director Jack
SECONDED: Director Banton*

THAT the Alberni-Clayoquot Regional District Board of Directors provide a letter of support for the Cycle Alberni grant application to Mountain Equipment Coop for funds to support Bike to Work week.

CARRIED

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. DVC16001, OLCEN, 2433 WILLOWBRAE ROAD**
Development Variance Application – Memorandum and Permit

MOVED: Director Bennett
SECONDED: DirectorCote

THAT the Board of Directors pass a resolution to issue development variance DVC16001.

CARRIED

- b. **DVD16002, PULFORD, 9806 STIRLING ARM CRESCENT**
Development Variance Application – Memorandum and Permit

MOVED: Director Cote
SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to issue development variance permit DVD16002.

CARRIED

- c. **RF15010, NEWBERRY, 6585 CHERRY CREEK ROAD**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1340

MOVED: DirectorBanton
SECONDED: DirectorCote

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Banton
SECONDED: Director Benett

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Banton
SECONDED: Director Bennett

THAT the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1340 be read a second time.

CARRIED

MOVED: Director Banton
SECONDED: Director Kokura

THAT the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1340 be read a third time.

CARRIED

9.2 ALL DIRECTORS

- a. **AF15001, HAWKINS/GAIGA, 6741 CYPRESS BLVD**
ALC Application – Memorandum and Report

MOVED: Director Kokura

SECONDED: Director Banton

THAT the Board of Directors forward the application to the Agriculture Land Commission recommending support subject to a Temporary Use Permit being issued.

CARRIED

- b. **AF16001, BOWERMAN EXCAVATING LTD, 725 FRANKLIN RIVER RD**
ALC Application – Report

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the Board of Directors pass a resolution to forward the non-farm use application to the Agricultural Land Commission noting that support of the music festival use is conditional on the approval of a temporary use permit.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. CAO Report – March 3, 2016
b. Planning & Development Manager Report – March 2, 2016
c. Staff Action Items Report – March 3, 2016

MOVED: Director Kokura

SECONDED: Director Cote

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

CARRIED

10.2 COMMITTEE REPORTS

- a. **Central Westcoast Forest Society – March 1, 2016.**

MOVED: Director Bennett

SECONDED: Director Banton

THAT the Board of Directors receives the Member Report a.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

a. Late Business - Request for Provincial Update for Alberni Valley Regional Airport

MOVED: Director Osborne

SECONDED: Director Bennett

THAT the Board of Directors of the Alberni Clayoquot Regional District direct the Chair to write to Ministers Thomson (MFLNRO), Bond (MJTST) and Stone (MOTI) as well as the Premier to provide an update on the Alberni Valley Regional Airport expansion and confirm provincial support for the project.

CARRIED

13. QUESTION PERIOD

14. RECESS

MOVED: Director McNabb

SECONDED: Director Wyton

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

CARRIED

The meeting was recessed at 2:47 pm.

15. RECOVENE

The meeting was reconvened at 2:51 pm.

16. IN-CAMERA

MOVED: Director Osborne

SECONDED: Director Ruttan

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

- i. labour or other employee relations;*
- ii. negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.*

CARRIED

The meeting was closed to the public at 3:04 pm.

The meeting was re-opened to the public at 4:29 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

MOVED: Director Kokura
SECONDED: Director Bennett

THAT this meeting be adjourned at 4:30 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer

Alberni-Clayoquot Regional District

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING PUBLIC CONSULTATION SESSION - 2016-2020 FINANCIAL PLAN

HELD ON WEDNESDAY, MARCH 16, 2016, 6:00 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)

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

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

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

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

Mike Ruttan, Mayor, City of Port Alberni

Jack McLeman, Councillor, City of Port Alberni

Dianne St. Jacques, Mayor, District of Ucluelet

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

Alan McCarthy, Member of Legislature, YuułuꞀiꞀath Government

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

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

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

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chairperson called the meeting to order at 6:00 pm.

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

2. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Kokura

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

#5a. Request for Decision on Association of Vancouver Island and Coastal Communities Special Committee on Solid Waste Recommendations.

#8. *Motion to move in-camera*

CARRIED

3. PUBLIC CONSULTATION

a. Introduction and Overview

Alberni-Clayoquot Regional District – R. Dyson, CAO

The CAO provided an overview of the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District and the 2016 to 2020 Financial Plan.

Director Ruttan entered the meeting at 6:08 pm.

Director Cootes entered the meeting at 6:13 pm.

b. Public Input and Questions

No public in attendance.

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. REQUEST FOR DECISION

a. REQUEST FOR DECISION

Association of Vancouver Island and Coastal Communities Special Committee on Solid Waste Recommendations.

MOVED: Director McNabb

SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors adopt the following recommendations of the AVICC Special Committee on Solid Waste:

- *THAT the Alberni-Clayoquot Regional District confirm support for adopting the AVICC Special Committee's long-term strategy for solid waste management with immediate, short-term and long-term priorities as outlined in the AVICC Waste Management Study;*

- *THAT the Alberni-Clayoquot Regional District confirm support for special committee work at the 2016 AVICC Convention;*

- *And THAT the Alberni-Clayoquot Regional District confirm support for AVICC to continue providing leadership on this initiative.*

CARRIED

6. 2016-2020 REGIONAL DISTRICT FINANCIAL PLAN

a. Directors Consideration of Public Input

- None

b. Consideration of any changes from Directors

Two changes to the 2016 - 2020 ACRD Financial Plan were identified:

- Cherry Creek Community Parks
- Alberni Valley Regional Water Proposed Service

c. Request for Decision - The Need to Reduce Waste at the Alberni Valley Landfill

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to complete waste reduction strategies as presented at a cost of \$95,000.

CARRIED

d. Request for Decision

Bylaw No. F1125 – 2nd Reading of the 2016-2020 Financial Plan
(Financial Plan Attached Separately)

MOVED: Director Bennett

SECONDED: Director Banton

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

MOVED: Director McLeman

SECONDED: Director Ruttan

THAT Bylaw cited as '2016 – 2020 Alberni-Clayoquot Regional District Financial Plan Bylaw F1125' be amended as follows:

- Alberni Valley Regional Water Proposed Service – Page 36*
- Reduce Line 3 by \$10,000, from \$52,178 to \$42,178*
- Reduce Line 9 by \$10,000, from \$22,000 to \$12,000*

CARRIED

MOVED: Director Banton

SECONDED: Director Cote

THAT Bylaw cited as '2016 – 2020 Alberni-Clayoquot Regional District Financial Plan Bylaw F1125' be amended as follows:

*Cherry Creek Community Parks Service – Page 100
Increase Line 2 by \$12,500, from \$7,500 to \$20,000
Increase Line 5 by \$12,500, from \$7,000 to \$19,500*

CARRIED

Director St. Jacques entered the meeting at 6:49 pm.

The main motion of second reading of Bylaw F1125 as amended was

CARRIED

7. REPORTS

8. IN-CAMERA

MOVED: Director Osborne

SECONDED: Director Cootes

THAT the meeting be closed to the public to discuss matters relating to labour or other employee relations.

CARRIED

The meeting was closed to the public at 6:56 pm.

The meeting was re-opened to the public at 8:22 pm.

9. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

10. ADJOURN

MOVED: Director Cootes

SECONDED: Director Cote

THAT this meeting be adjourned at 8:23 pm.

CARRIED

Certified Correct:

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer



PORT ALBERNI RCMP DETACHMENT MONTHLY REPORT



This report represents the policing activities undertaken by the Port Alberni RCMP Detachment during February 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 786 calls for service, of these 671 were within the City of Port Alberni.
- After a prolonged and in-depth investigation charges were laid in the 2012 homicide of Mervin Hankins
- The Port Alberni Aboriginal policing unit has undertaken a number of initiatives:
 - Substance Abuse: Steve Story 'Re-boot'. This film is a documentary that connects substance abuse, from small communities to the Vancouver Downtown Eastside. Local youth were taken to the Vancouver Film School to see the filmmaking process and see the effects of substance abuse
 - Youth: the You-tube 'Kid President' video was used to open up discussion on bullying and how students can resolve bullying, 'End Gang Life' was presented to the USMA youth council
 - Culture Share is a program designed to prevent racism and to give students tools to deal with racism and cultural based bullying. The program has been delivered to all but one grade seven class at E.J. Dunn School.
 - DARE program has been delivered at Bamfield Community School, Maquinna Elementary and Haahuupayak.
 - Traffic enforcement through the use of education (articles and speed board) and radar enforcement
- This will be my final report to as a result of my transfer. The process to select a new Officer in Charge is underway and a replacement will be named in due course.

Port Alberni RCMP's 2015/16 Annual Performance Plan will focus on:

- **Crime Reduction:** Reduce the impact and prevalence of crime
- **Mental Health:** Increase awareness and decrease the impact of mental health in calls for service
- **Visibility/engagement:** Engagement with community and patrols
- **Traffic:** Increased road safety through focus on Provincial traffic offences and impaired driving

Respectfully,
Insp Mac Richards
OIC Port Alberni Detachment

Detailed Crime - 2016 Year Review

	Jan	Feb	Marc	Apri	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Assault	64	37											101
Relationship Violence	16	8											24
Thefts	87	89											176
Break and enter	17	14											31
Mischief	74	56											130
Drugs	13	15											28
Provincial Traffic	57	67											124
Criminal Code Traffic	18	19											37
Motor Vehicle Incident	14	24											38
Calls for Service	902	786											1688

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

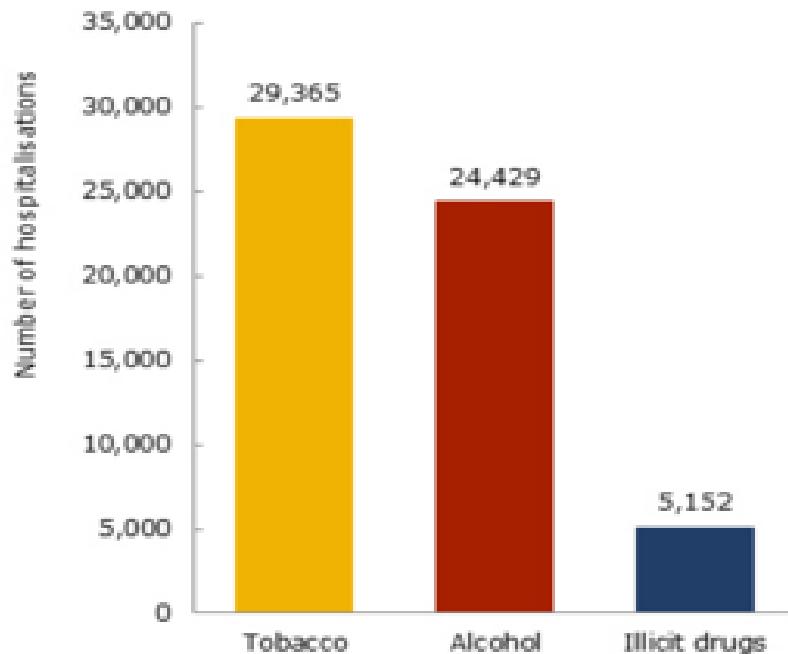
Assault	623
Relationship Violence	142
Thefts	1129
Break and enter	317
Mischief	615
Drugs	327
Provincial Traffic	1154
Criminal Code Traffic	348
Motor Vehicle Incidents	407
Calls for Service	12320

Medical Health Officer Report to Alberni-Clayoquot Regional District Board March 23, 2016

Substance Use and Misuse

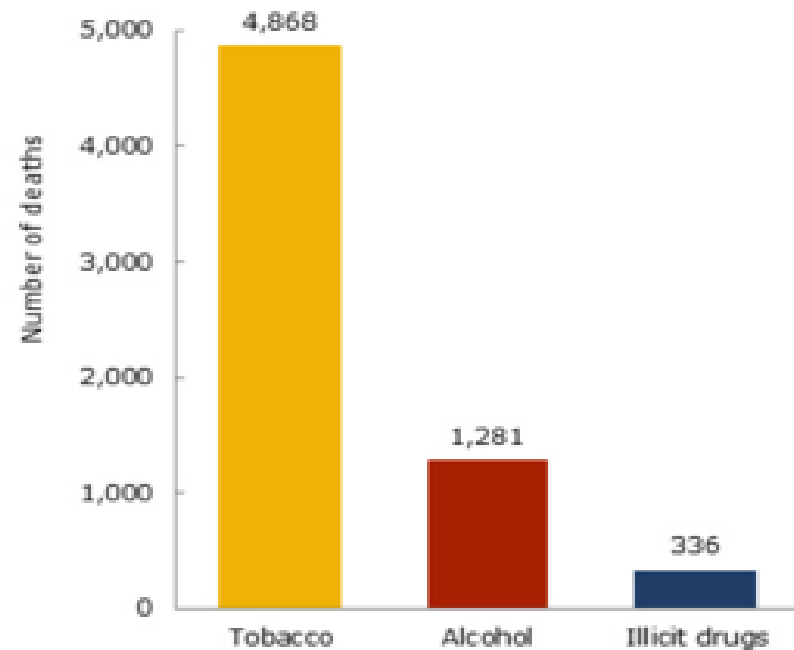
Substance use: Mortality and Morbidity

Number of BC Hospitalizations Related to Substance Use, 2013



Source: BC Alcohol and Other Drugs (AOD) Monitoring Project, Centre for Addictions Research of BC

Number of BC Deaths Related to Substance Use, 2013



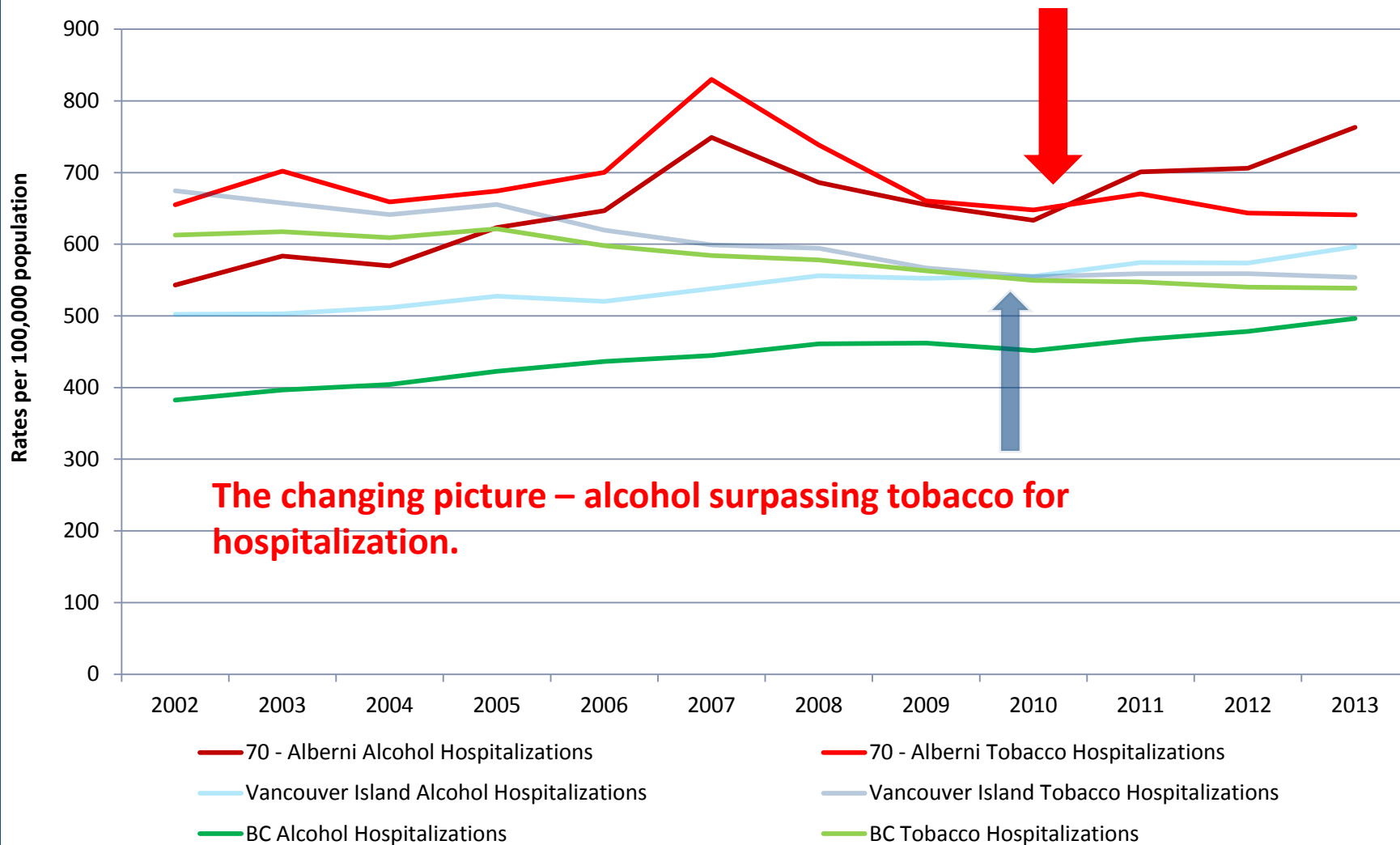
carbc.ca



University of Victoria

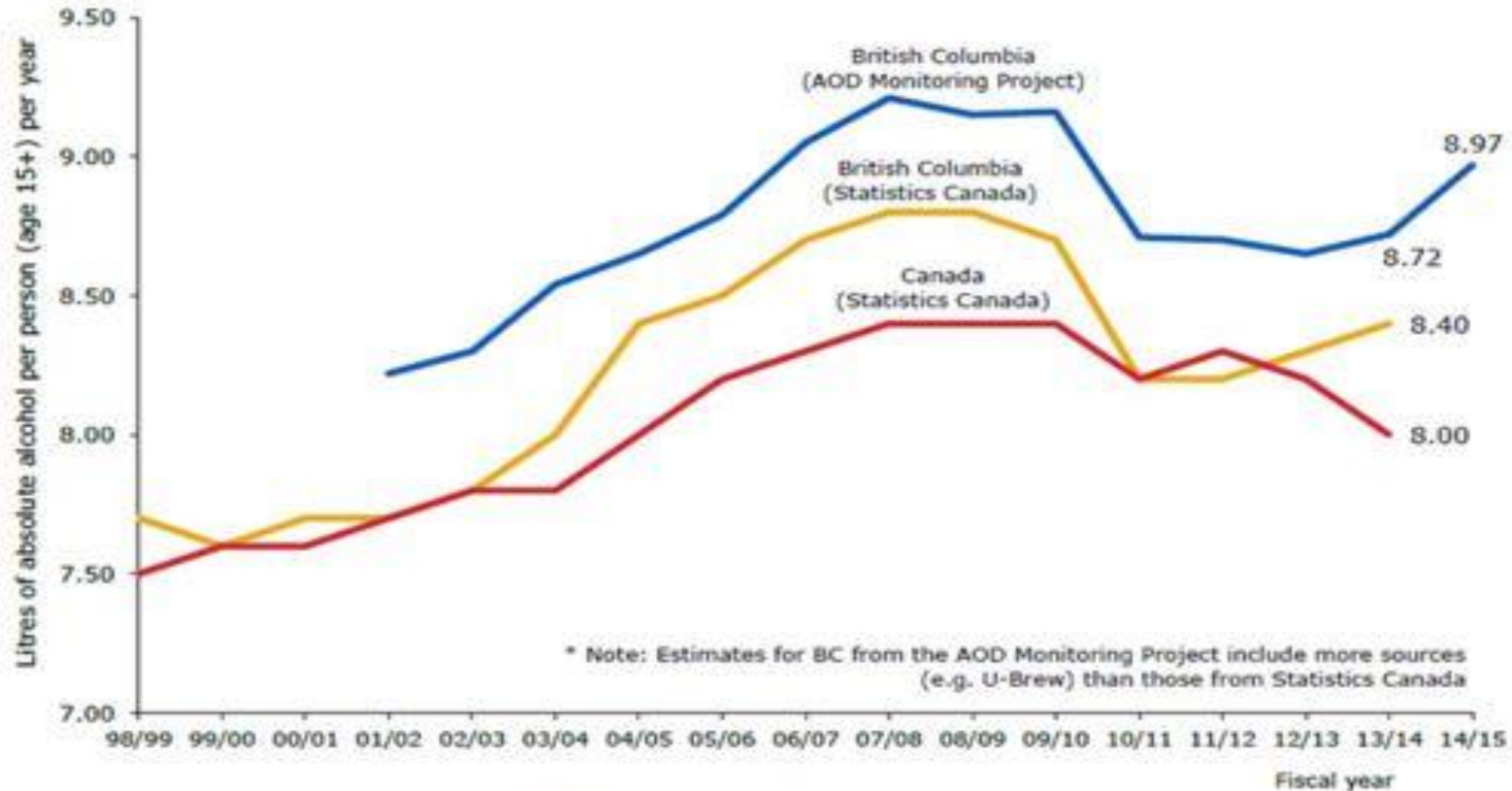
Centre for Addictions Research of BC

Standardized Rate of Alcohol and Tobacco Hospitalizations by LHA, Island and BC



Alcohol Use

Annual per capita alcohol consumption in British Columbia and Canada



* Note: Estimates for BC from the AOD Monitoring Project include more sources (e.g. U-Brew) than those from Statistics Canada



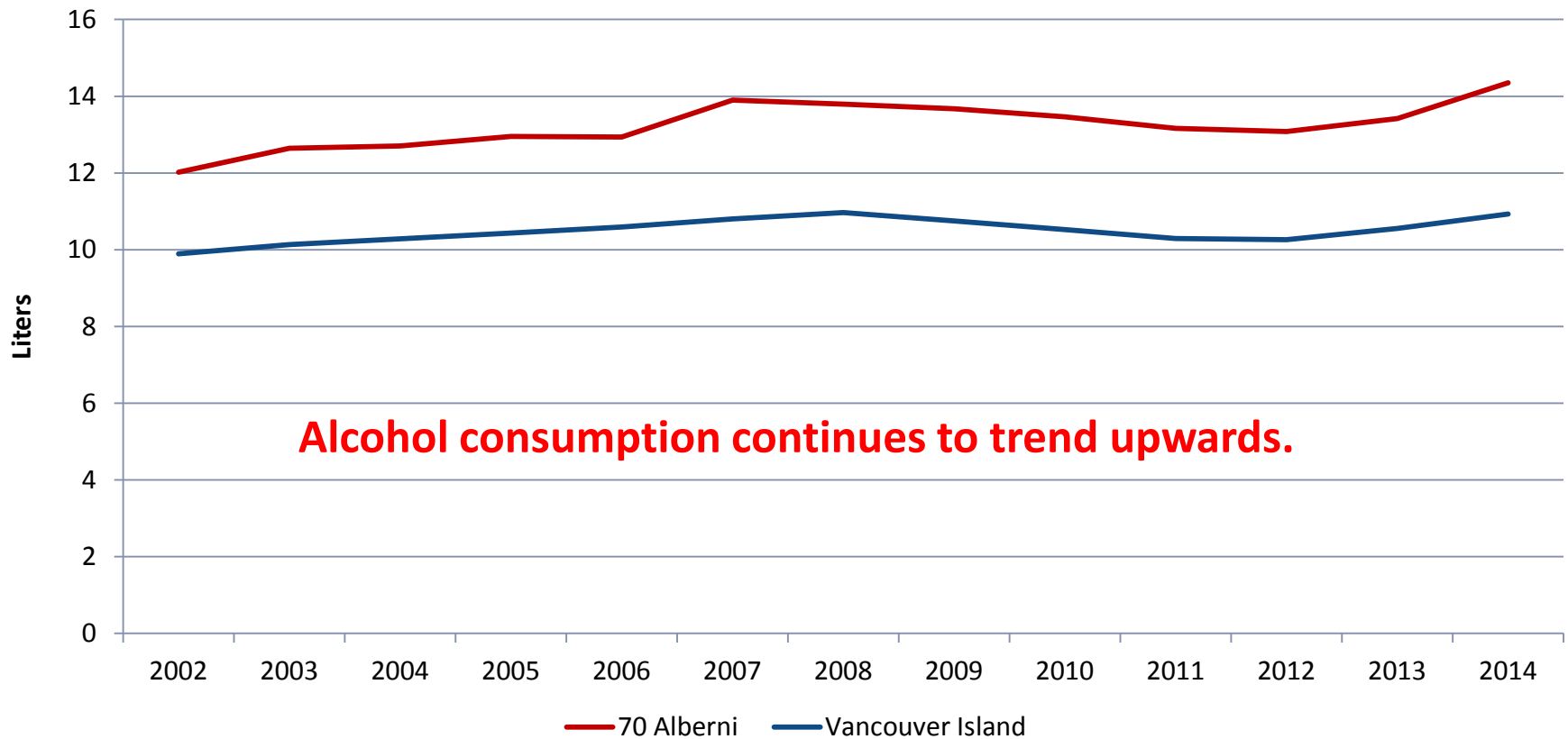
University of Victoria

Centre for Addictions Research of BC

carbc.ca | aodmonitoring.ca

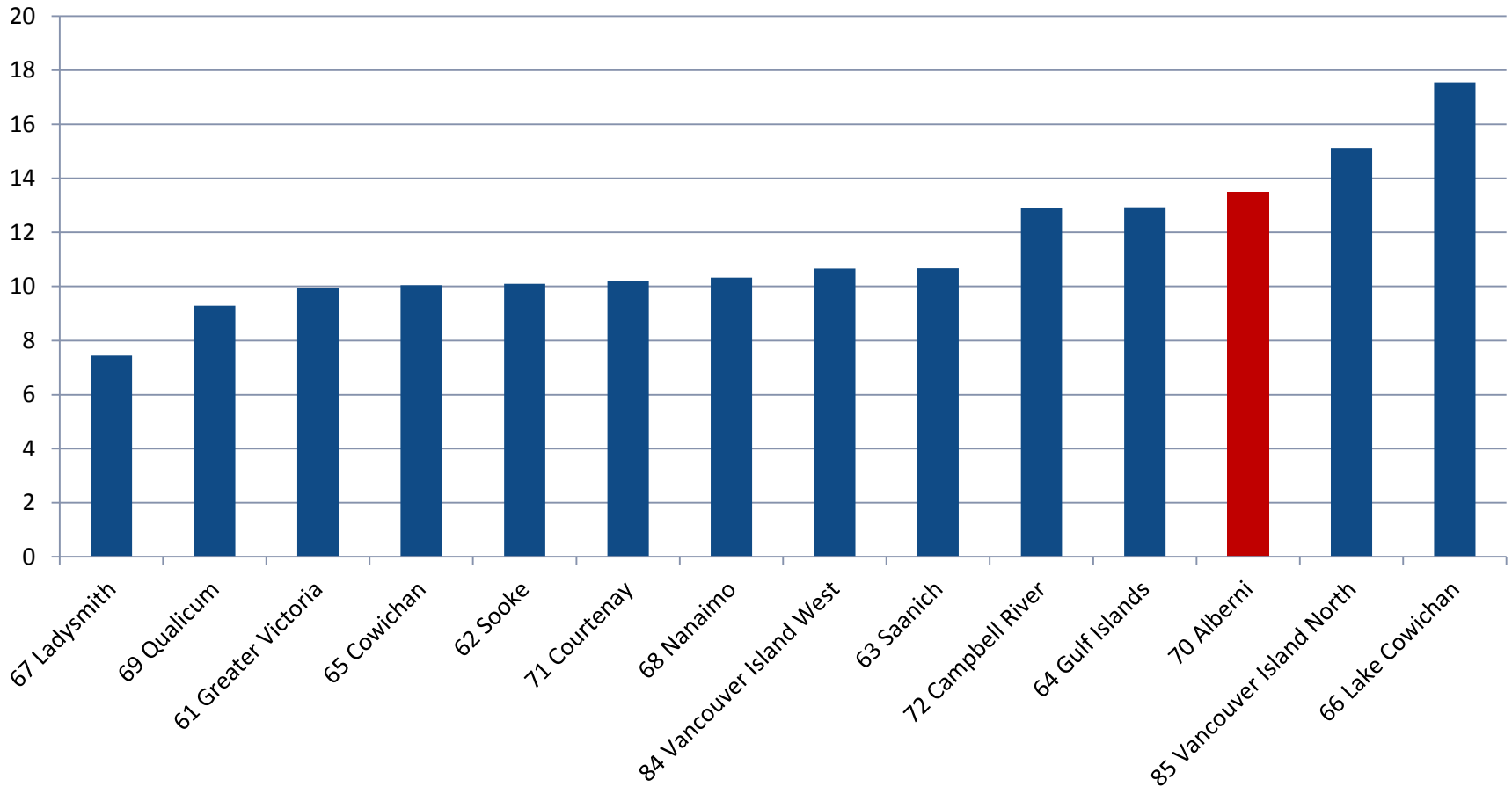
Alcohol consumption per capita continues to increase

Annual per Capita Alcohol Consumption - 2002 to 2014



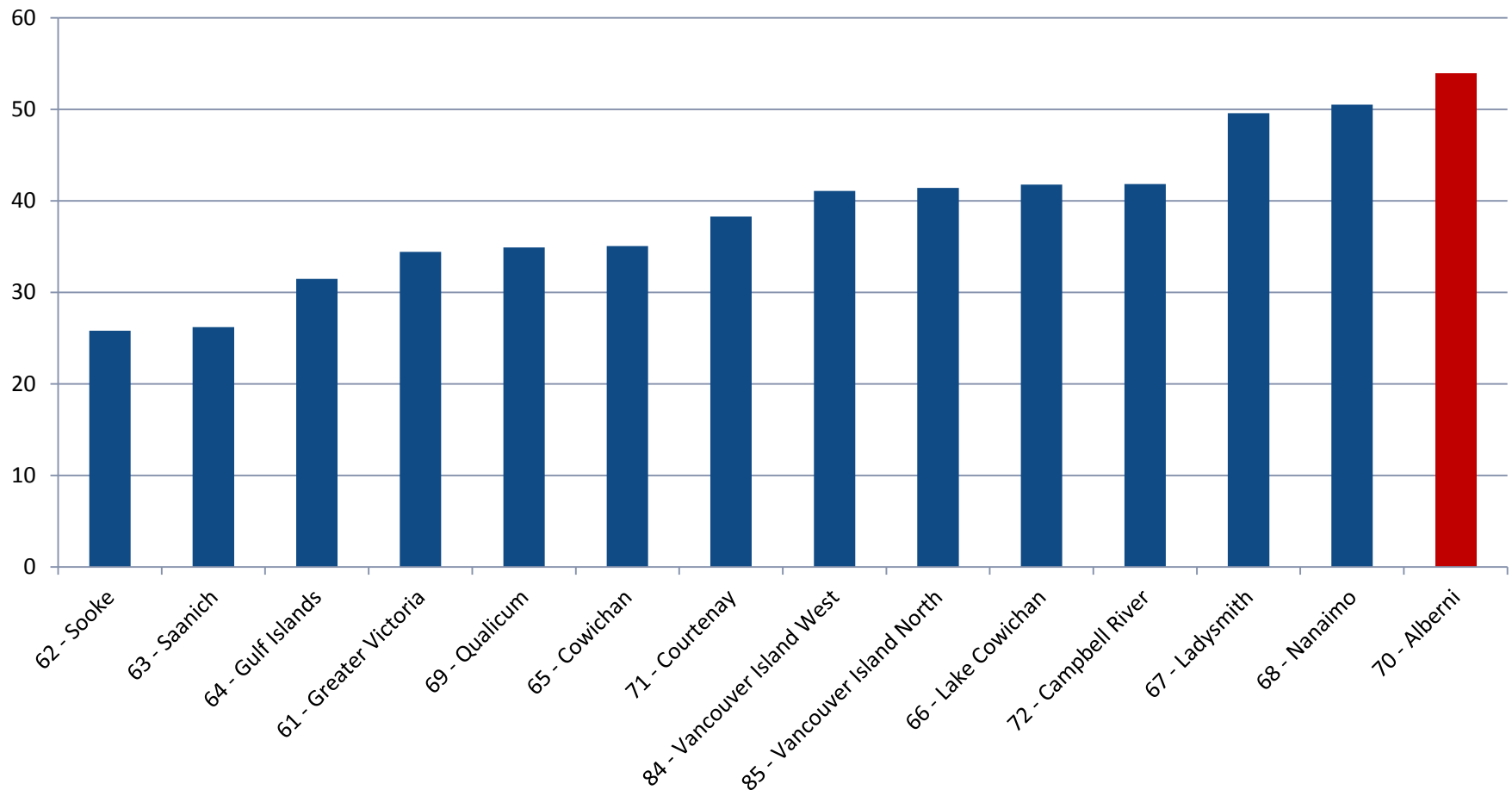
Annual per capita Alcohol Consumption, Island Health - 5 Year Average from 2010 to 2014

Consumption driven by location of purchase

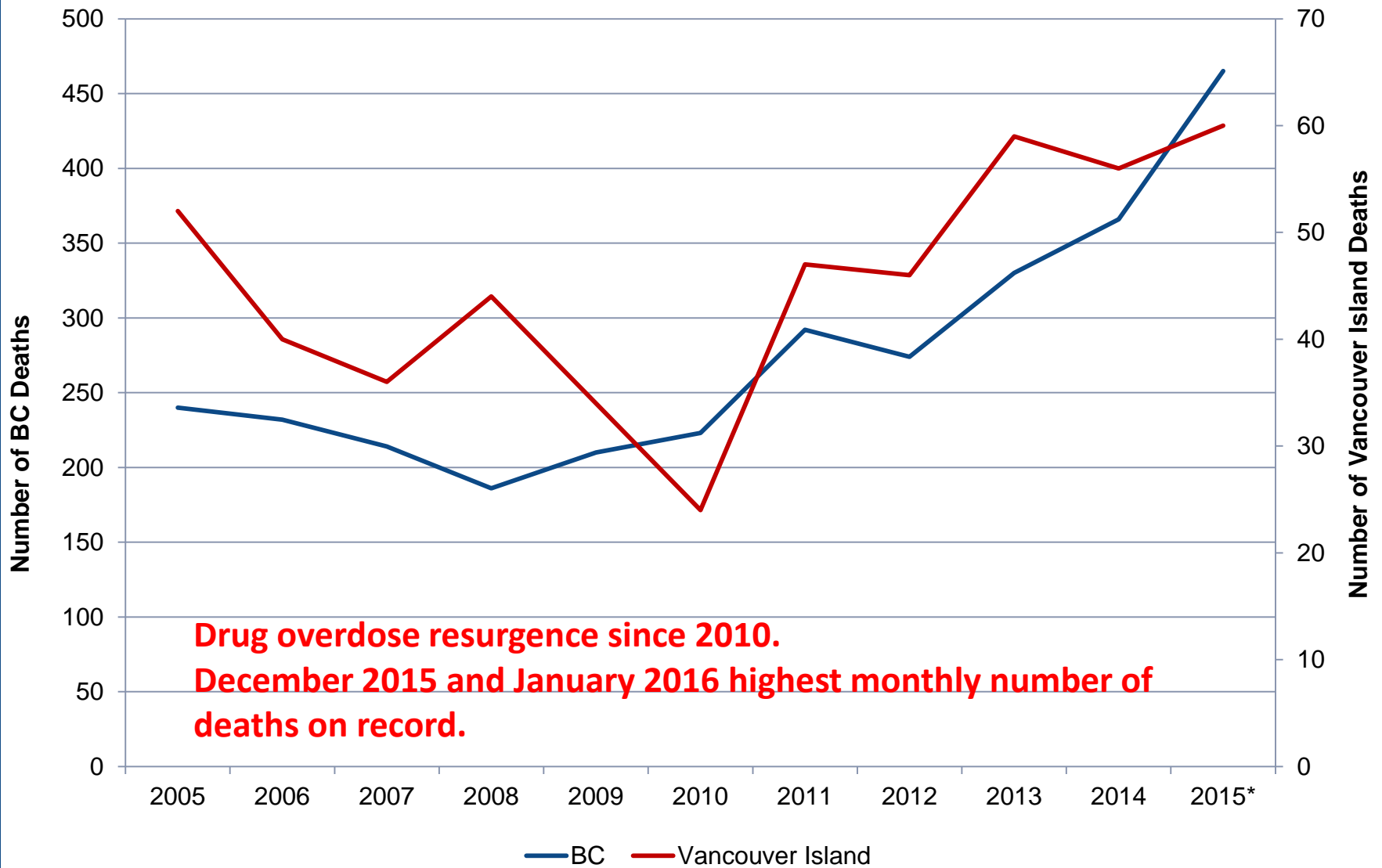


Alcohol Related Mortality

Standardized Rate of Alcohol Deaths, 2013



Illicit Drug Overdose Deaths in BC and Vancouver Island, 2005-2015



The Changing Street Environment

- Fentanyl has become more available in last 3 years.
- Effect comparable to heroin - may be longer lasting.
- Most product 'imported' - not medical diversion.
- Higher concentration allows for smaller weights to be smuggled.
- Cheaper.
- Added issue: Poly pharmacy with many street supplies including narcotics and stimulants.

Longer Term Needs

- Effective prevention of drug use and addiction.
 - School/university programming
- Early intervention activities
 - Access to peer support/counselling
- Major policy shifts.
 - Address negative impacts of underground economy
 - Access for users to test drug product
- Safer consumption sites.
- Increased access to detox and treatment programs. Treatment effectiveness low and best setting unclear
 - Current 12 detox beds for whole of Central Island 2-3 wk wait (Nanaimo)
 - 500 beds initiative
 - Rehab expensive
- Health professionals with more addiction training.
- Increased access to opiate substitution (methadone).

Marijuana

- Not a special case.
- Special only in regulatory environment changing.
- Many issues that local governments may wish to consider.



Issues

- Few proven health benefits, some health risks. Risk:benefit akin to alcohol.
- “Dispensaries” can be regulated to some extent by local government, but are not authorized by Health Canada – that may change. Product currently not monitored for quality.
- Authorized growers/dispensors need only advise local governments, but are not required to obtain approval.

Housing as a Solution



- Good evidence of value
 - Local governments have significant influence.
 - Draft Port Alberni Housing and Homeless Plan – next steps?



- Need for diverse options
 - Detox, transition housing, collective supported environments.
- Zoning and NIMBY issues

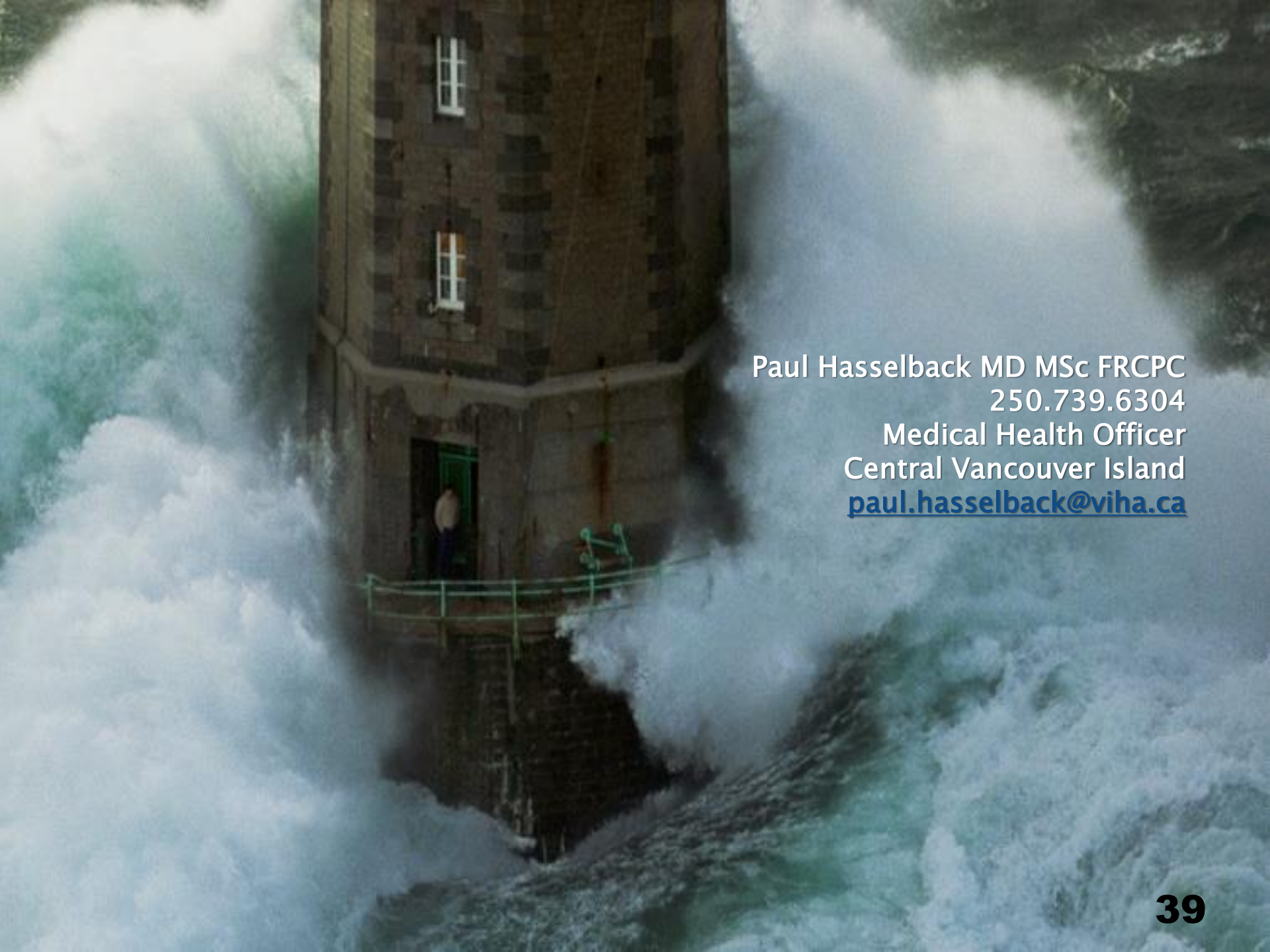
So What....

- Local governments can impact accessibility and can contribute to worsening or alleviating substance use issues.
- Local governments need to be aware of and involved in decisions related to marijuana – including setting policy direction.
- Substance use impacts have long been problematic, and require community wide solutions.

Advocacy Options

- Advocate for effective solutions
- Build hope
 - Treatment and detox options
 - Financial supports for clients
- Municipal Alcohol Policy
<http://bchealthycommunities.ca/map>



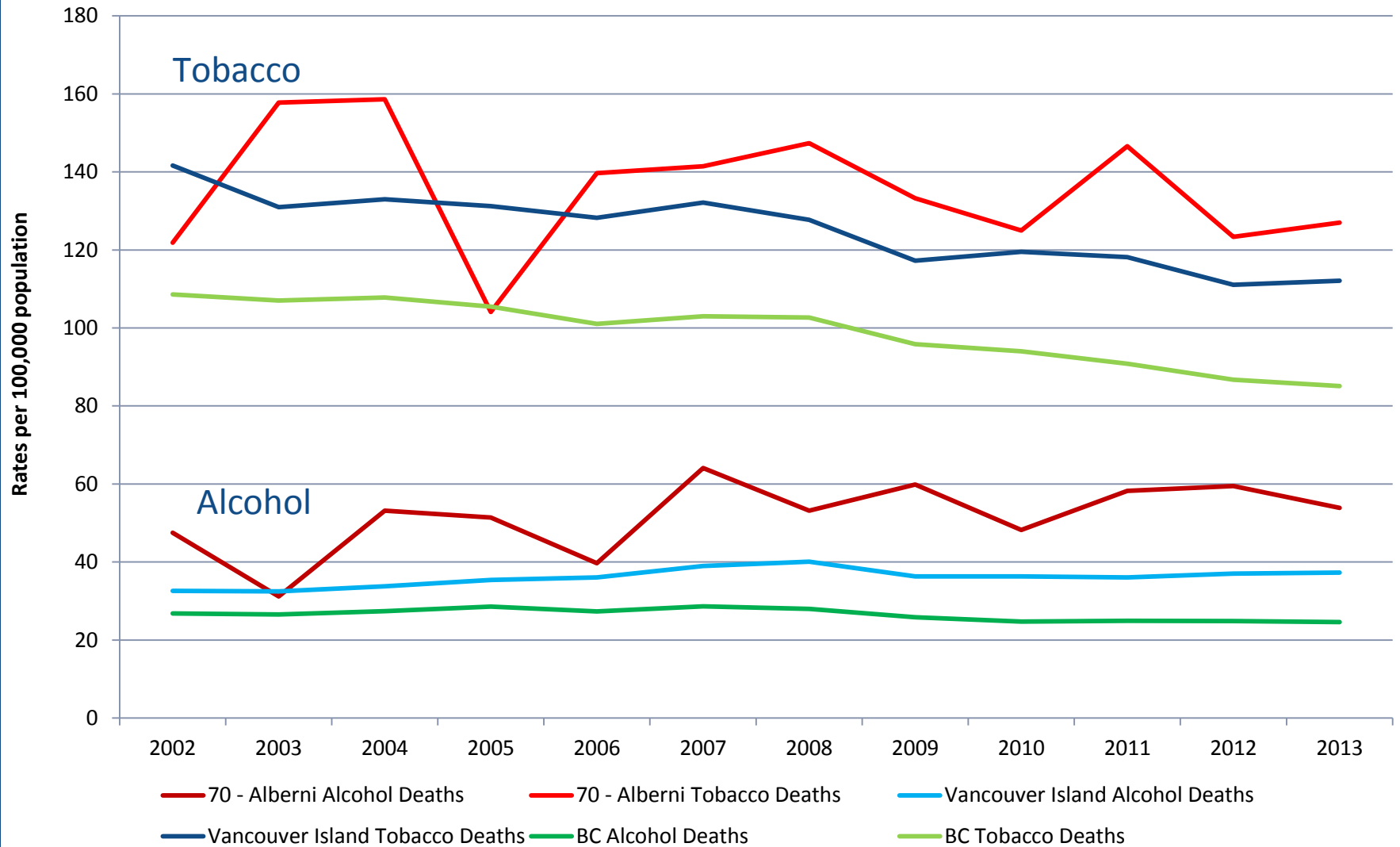


Paul Hasselback MD MSc FRCPC
250.739.6304
Medical Health Officer
Central Vancouver Island
paul.hasselback@viha.ca

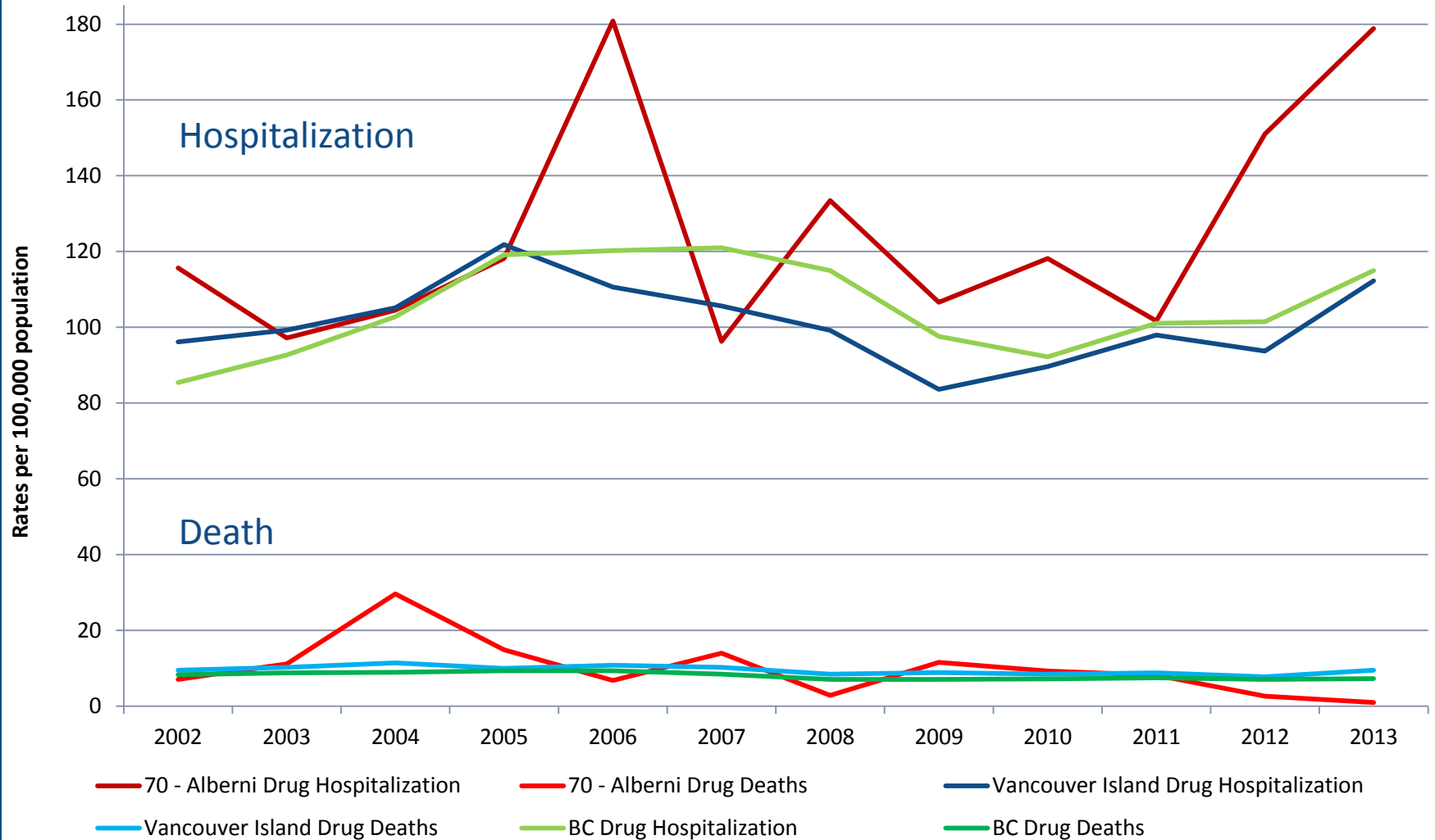
Outline

- Alcohol consumption – increasing.
- Illicit drugs – in midst of a tragedy.
- Marijuana – the Changing environment.
- Prescription drug use – on the horizon.
- Treatment options – limited.
- Role for local government.

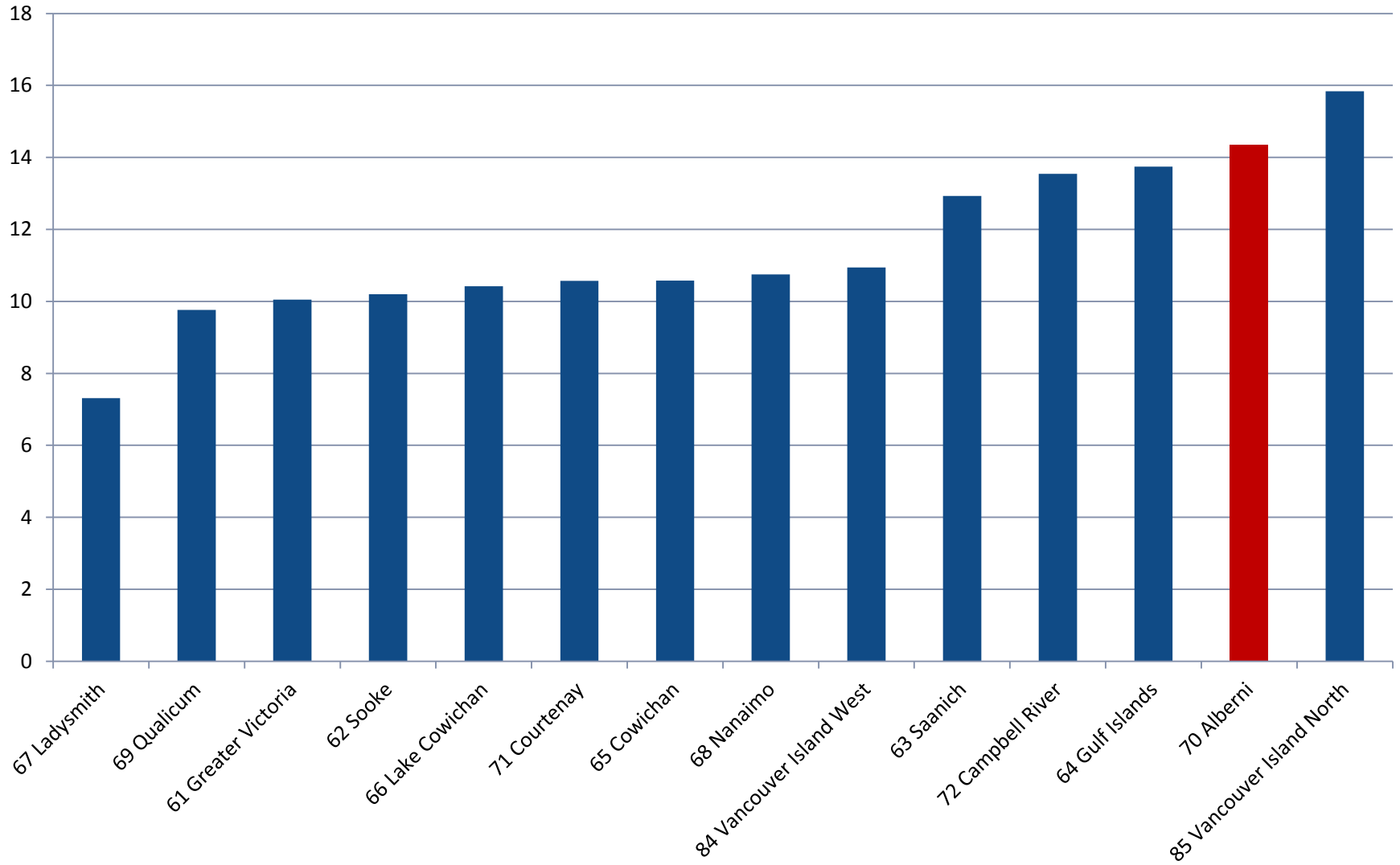
Standardized Rate of Alcohol and Tobacco Deaths by LHA, Island and BC



Standardized Rate of Drug Hospitalizations and Deaths by LHA, Island and BC

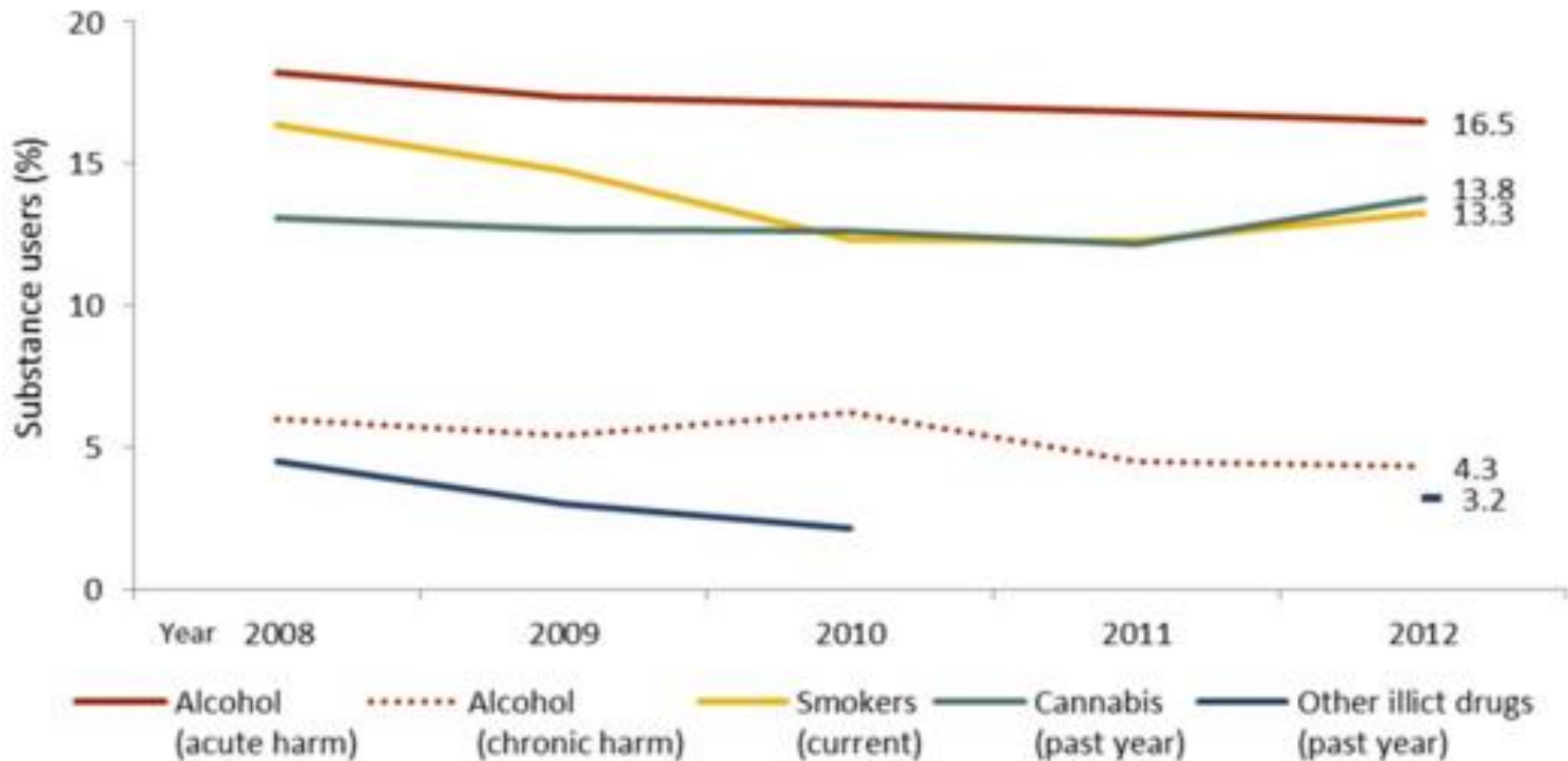


Annual per Capita Alcohol Consumption, 2014



Substance Use Trend

Prevalence of past year substance use in BC, age 15+ 2008-2012



Estimate unstable for other illicit drug use in 2011 and has been suppressed.

Prescription Drug Overdoses

- Increasing.
 - Aging of persons with chronic pain.
 - Misuse
 - More controls in place



Conference program

CUVIC 2016 will offer a variety of keynote speakers, workshops, teaching circles and poster sessions focused on conference themes of [reconciliation](#), [innovation and transformation](#). Networking receptions and a gala evening celebration will also complement the academic programming.

Jump to date: [April 27](#) | [April 28](#) | [April 29](#)

Wed, April 27

Opening night reception

Time	Event	Location	Details
6:30–7 p.m.	Registration	First Peoples House	Delegates register
7–7:30 p.m.	Opening welcome and blessing	First Peoples House	First Nations Elders and UVic senior administration welcome delegates to conference
7:30–8 p.m.	Keynote address	First Peoples House	UVic Chancellor Shelagh Rogers gives keynote address
8–9 p.m.	Delegate reception	First Peoples House	Reception; refreshments served

Thurs, April 28

Daytime events

*SUB = Student Union Building

Time	Event	Location	Details
8:30–9 a.m.	Registration	TBA	Delegates register
9–10:30 a.m.	Plenary session: Health	Michele Pujol Room (SUB)	Panel discussion with community and UVic panelists
10:30–11 a.m.	Break	TBA	Coffee and refreshments served
11 a.m.–12 p.m.	Breakout sessions (topics dependent on proposals submitted)	Cadboro Commons	Sessions focused on five topic areas: child welfare, education, health, justice, language and culture
12–1:30 p.m.	Lunch break	TBA	Lunch served
1:30–3 p.m.	Plenary session: Child welfare	Michele Pujol Room (SUB)	Panel discussion with community and UVic panelists
3–3:30 p.m.	Break	TBA	Coffee and refreshments served
3:30–4:30 p.m.	Breakout sessions (topics dependent on proposals submitted)	Cadboro Commons	Sessions focused on five topic areas: child welfare, education, health, justice, language and culture

Gala reception

Time	Event	Location	Details
6:30–7 p.m.	Guest arrival	Royal BC Museum	Delegates and special guests arrive
7–7:30 p.m.	Welcome and blessing	Royal BC Museum	First Nations Elders, UVic senior administration and other dignitaries welcome and address delegates and special guests
7:30–8 p.m.	Keynote address	Royal BC Museum	TBA
8–9 p.m.	Reception	Royal BC Museum	Reception; refreshments served

Fri, April 29

Daytime events

*SUB = Student Union Building

Time	Event	Location	Details
8:30–9 a.m.	Delegate arrival	TBA	Delegates arrive
9–10:30 a.m.	Plenary session: Justice	Michele Pujol Room (SUB)	Panel discussion with community and UVic panelists
10:30–11 a.m.	Break	TBA	Coffee and refreshments served
11 a.m.–12 p.m.	Breakout sessions (topics dependent on proposals submitted)	Cadboro Commons	Sessions focused on five topic areas: child welfare, education, health, justice, language and culture
12–1 p.m.	Lunch break	TBA	Lunch served
1–2:30 p.m.	Plenary session: Language and culture	Michele Pujol Room (SUB)	Panel discussion with community and UVic panelists
2:30–3 p.m.	Break	TBA	Coffee and refreshments served
3–4 p.m.	Breakout sessions (topics dependent on proposals submitted)	Cadboro Commons	Sessions focused on five topic areas: child welfare, education, health, justice, language and culture

Closing session

Time	Event	Location	Details
4–4:30 p.m.	Guest arrival	First Peoples House	Delegates and special guests arrive
4:30–5:15 p.m.	Closing session	First Peoples House	First Nations Elders, UVic senior administration and other speakers provide closing messages
5:15–5:30 p.m.	Closing prayer	First Peoples House	First Nations Elder provides closing prayer to end conference

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- [Preliminary conference program now available](#)
- [Witness Blanket and CUVIC 2014 – Q&A with Leslie Brown](#)
- [Save the date for CUVIC 2016](#)
- [UVic sets strategic course for community engagement](#)

[More news](#)



be held on April 27–29, 2016.

CUVIC 2016 will

Community-university engagement is gaining international attention as universities realize their potential to contribute to more sustainable, just, and healthy communities—on a global scale. Communities, organizations and governments are also exploring how to leverage the knowledge and capacity of universities to address local community needs for the public good.

Community-University-Victoria (CUVIC) 2016 conference will showcase existing relationships and cultivate partnerships between UVic and our local and global communities.

Everyone is welcome to attend CUVIC—varied perspectives are crucial to creating positive change in our communities.

The overarching themes of CUVIC 2016 are [Reconciliation, Innovation and Transformation through Engagement](#).

CUVIC 2016 is an initiative of:

- [University of Victoria Provost](#)
- [Office of Community-University Engagement \(OCUE\)](#)
- [Institute for Studies and Innovation in Community-University Engagement \(ISICUE\)](#)

The conference is also supported by a variety of partners locally and nationally.

Register

Register now as a conference delegate for CUVIC 2016!

[Register for CUVIC Conference 2016](#)

Registration fees

All registration fees go directly towards the cost of running this conference.

Registration type	For...	Fee
Standard	Standard delegates (includes staff and faculty at post-secondary institutions)	\$300
Community	Non-profit organizations and other community-based organizations	\$100
Student	Current students in high school, college, university or other post-secondary educational programs	\$100
Presenter	People who intend to, or who have already submitted a conference session proposal	In order to cover the cost of the conference, all presenters will need to register for CUVIC at the rate applicable to them from the above registration types.

We invite residential school survivors to attend CUVIC 2016 at no cost. Please contact Lalita Kines (UVic Office of Indigenous Affairs) at lalita@uvic.ca or 250-472-4618 by April 4, 2016 to reserve a seat.

- [Included in your registration fee](#)
- [Cancellation policy](#)

- Entrance to all days of the conference (April 27-29)
- Hospitality packages for April 27-29 (includes lunch and coffee/tea throughout the day)
- Opening reception at the First Peoples House at UVic (April 27)
- Gala celebration at the Royal BC Museum (April 28)

If you have registered for the CUVIC 2016 conference and are no longer able to attend, you must provide notification of your cancellation in writing by email to cuvic2016@uvic.ca.

- Cancellations made up to and including March 31, 2016 will receive a 100% refund, minus a \$35 administration fee.
- Cancellations made between April 1 and April 8, 2016 (inclusive) will receive a 50% refund minus a \$35 administration fee.
- Cancellations or other registration changes made on or after April 9, 2016 will not receive a refund.

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Contact

CUVIC 2016 Conference
University of Victoria
cuvic2016@uvic.ca
[More contact information](#)

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Third Crossing Society

1A - 7624 Duncan Street, Powell River, B.C. V8A 5L2

info@thirdcrossing.com

www.thirdcrossing.com

March 3, 2016

Chair Josie Osborne and Board,
Regional District of Alberni-Clayoquot,
3008 Fifth Avenue,
Port Alberni, BC V9Y 2E3

Dear Chair Osborne and Board:

We wish to thank you for your previous support of our proposed highway linking the communities on the Sea to Sky with central and northern Vancouver Island. A copy of your letter of support is attached.

2015 was a year of major achievement for us, as described in the attached summary. We are finally getting serious attention from the Ministry of Transportation and senior Government officials, in the form of the study being undertaken by Binnie, the Vancouver civil engineering consultant.

The ferry and transportation issues of the central coast have thus moved to the forefront, and what once seemed an impossible dream – something that would “never happen in my lifetime” – is now one of two real possibilities.

The first is a road between the Lower Sunshine Coast and the Lower Mainland that would replace the ferry between Langdale and Horseshoe Bay.

The second is our “third crossing” road between the Island and the interior, a truly trans-provincial undertaking that would give the Province the biggest bang for its buck.

To refresh your memory of it, this highway would connect traffic from the Island and Interior communities via the Comox to Powell River ferry. Forty-two kilometres of new road and 131 of improved logging roads would be all that’s required. We hope and expect that Binnie will confirm our estimate that the Provincial share of the costs would be fully offset by savings at BC Ferries and a toll, bringing the net cost to the Province to zero. I’ll say that again: *zero*. The bonus is that this new stretch of pavement will also connect with the Lower Mainland.

The positive implications for Alberni Clayoquot are obvious.

... 2

Although commissioning of this study was a breakthrough, it puts the pressure on us to sell the vision to the public at large, *to make it absolutely clear to the Province that your region, ours, and all the others, want this road, and let there be no doubt about it!*

This will take a lot of time and effort, which the Society's Officers and advocates are fully prepared to devote to it, but we must have financial support to make that happen.

Our budget increased by 600% to \$3,300 in fiscal 2015. This year, as we close in on our objective, our level of activity will increase yet again, by 400% to \$13,000.

We will need to make forays into the cities, towns and regional districts through which this highway would pass, both in the interior and on the big island, and are thus hoping that Alberni Clayoquot will consider making a financial contribution toward the costs of meeting those needs – perhaps \$500 or so, but whatever you feel you can afford.

Attached please find the record of our recent accomplishments and objectives for the coming year. I'm available to discuss any questions you may have.

Yours truly,



Gary Fribance,
President
604 487 0821
gfrib@telus.net

THIRD CROSSING SOCIETY
RECENT ACCOMPLISHMENTS AND
CURRENT OBJECTIVES
FEBRUARY 2016

MAJOR RECENT ACCOMPLISHMENTS

After much campaigning by ourselves and others, Binnie & Associates, consulting civil engineers, have been retained by the Ministry of Transportation and Infrastructure to conduct a study of the feasibility, cost and benefits of building road links between the Sunshine Coasts and the lower mainland. The budget for the study is \$250,000 and the report is expected this coming November. The Third Crossing proposal will be considered and we will have input.

Our cost estimates for the Howe Sound/Langdale ferry solution have been pegged at \$400 million; for the Third Crossing proposal, \$600 million – a total of \$1 billion for both. The federal share (1/3) leaves \$667 million to be raised by the Province. Offsetting savings at BC Ferries will bring BC's net BC cost to zero.

Several petitions, polls and surveys have been conducted by us and others. Support for the Highway is overwhelming, running at 80 – 90%.

Our website, www.thirdcrossingsociety.com is authoritative, entertaining, and full of facts. Our Facebook page attracts a lot of interest. Take a look, enjoy!

CURRENT OBJECTIVES – THIS YEAR

As the Times Colonist's Les Leyne put it in a column late last year,

"The underlying economic argument is that ferries will be expensive until the end of time, so fixed alternatives, even with tolls, might work out to be more economical. The underlying political dynamic is that of an ambitious transportation minister who's familiar with how blacktop gambles in B.C. — such as the Coquihalla Highway — can pay off.

Between now and decision day, we intend to:

1. Develop overwhelming public support for *our* highway.
2. Persuade Binnie to include a statement in their study that there are related matters beyond the existing terms of reference that also need study. (The terms of reference provide for that.)
3. Prepare to address the report's findings and conclusions.
4. Lobby the Government – keeping both the economic argument and the political dynamic front and centre in the minds of everyone involved in that decision, so that they do the right thing -- *not only for the lower coast but for the whole Province.*



August 29, 2013

Mr. Lorne Craig, President
Third Crossing Society
PO Box 418
Powell River, B.C.
V8A 5C2

Dear Mr. Craig,

This letter is on behalf of the Alberni-Clayoquot Regional District Board of Directors who at our August 28, Board of Directors meeting passed a motion to support, in principle, the Third Crossing Society's proposed road between the Powell River Regional District and the Sea-to-Sky Highway.

We wish you luck in moving this project forward.

Sincerely,

Cindy Solda,
Chairperson

/sl

From: Mandala Smulders [<mailto:mandala@clayoquot.org>]
Sent: Thursday, March 17, 2016 8:55 AM
To: Wendy Thomson
Subject: Request for letter of support

ACRD Board,

Central Westcoast Forest Society requests your support for our application to the Department of Fisheries and Oceans - Recreational Fisheries Conservation Partnership Program (DFO-RFCPP) for the English Cove Watershed Restoration Project. We plan to replace another collapsing culvert on the Pacific Rim Highway during the 2016 in-stream works window. Attached is your previous letter of support for our application to the Pacific Salmon Foundation.

Thank you,

Mandala

--

Mandala Smulders

BSc. Environmental Science

O: 250-726-2424

C: 250-522-1269

clayoquot.org



CENTRAL WESTCOAST
FOREST SOCIETY



February 9, 2016

Central Westcoast Forest Society
1920 #2 Lyche Road
PO Box 641
Ucluelet, BC
VOR 3A0

Re: Letter of Support – English Cove Watershed Culvert Replacement Project

The Alberni-Clayoquot Regional District (ACRD) Board of Directors is pleased to provide a letter of support for your funding application through the Pacific Salmon Foundation in order to continue with the culvert replacement project in the English Cove watershed.

The restoration of the English Cove watershed is very important project, supporting a variety of rare and endangered ecosystems in the region. The ACRD Board of Directors supports stage II of this project to continue to replace damaged culverts which will improve water quality, restore fresh water habitat, increase species richness and biodiversity, remove barriers to fish passage, restore the ecological integrity of this watershed, create employment opportunities, engage volunteers and inspire habitat stewardship.

We appreciate the continued hard work and dedication of the Central Westcoast Forest Society to restore stream habitat in the Alberni-Clayoquot region. Good luck with your funding application.

Sincerely,

Penny Cote,
Vice-Chairperson
ACRD Board of Directors

March 9 2016

To: Regional District of Alberni – Clayoquot

Re: My experience at West Coast General Hospital

On February 20 my wife drove me to the emergency wing of West Coast General Hospital. Where I had my Gall Bladder removed in an emergency procedure. *It is what happened next that distresses me so much.*

I was moved five times in four days. The first room , if you call it that, was an alcove off the working offices for the nurses. I did have a room for two nights and then I was subjected to the most humiliating and degrading sequence of moves. I was put into a stall where I was only separated by curtains from the person next to me, where there is no nearby wash room, where there is no place to put your personal belongings, where the lights are on twenty four hours per day. It was more stressful than an environment for recovery. I also lost personal belongings. I see this as an insult to me and to the thousands of forest workers who worked in the local mills and in the bush. We are fifty year tax payers and we deserve better than is. We have contributed to our community and to the province for all of our working careers and this is what we get in return.

I want to be clear, that I am talking about VIHA and the administration not the doctors and nurses. The staff worked very hard at their jobs and provided a service the best they could under the circumstances.

At this point in time West Coast General has a wing that is shut down, there a possible place for more beds in rooms. The community needs and deserves more beds, in rooms.

Frank Kruks

Port Alberni B.C.

250-724-4208

March 11, 2016

Union of BC Municipalities (UBCM) Members
ATTN: Mayor and Council; Chair and Board
Via Email

**RE: Resolution 2015-B111: National Inquiry on Missing and Murdered
Aboriginal Women**

Dear Mayor and Council; Chair and Board:

I write to all UBCM members today in regard to UBCM resolution 2015-B111: *National Inquiry on Missing and Murdered Aboriginal Women*, which was considered and endorsed at the 2015 UBCM Convention. This letter provides an update on action taken in response to this resolution, and encourages member engagement in response to the severe and widespread violence faced by Indigenous women and girls in BC communities. The resolution reads as follows:

WHEREAS indigenous women and girls in Canada have been murdered or have gone missing at a rate four times higher than non-indigenous women, despite aboriginal women constituting less than five per cent of the Canadian population;

AND WHEREAS the homicide rate in the past decade is roughly seven time higher for indigenous women and girls than for all other women and girls in Canada:

Therefore be it resolved that UBCM request that the federal government convene a national inquiry into the widespread and severe violence faced by indigenous women and girls in Canada;

And be it further resolved that UBCM encourage their member local governments to work together, in collaboration with indigenous women's organizations, to institute a comprehensive response to the widespread and severe violence faced by indigenous women and girls.

The resolution requests that UBCM urge the federal government to convene a national inquiry regarding violence against Indigenous women and girls. On December 8th, 2015, Canada launched a National Inquiry into Missing and Murdered Indigenous Women and Girls. The inquiry is in response to the urging of many Indigenous families, communities and organizations, as well as non-governmental and international organizations, who called on Canada to take action, including through the Truth and Reconciliation Commission's [Calls to Action](#).

1 of 1

Upon the request of Attorney General and Minister of Justice Suzanne Anton, UBCM provided feedback to inform the provincial government's response on the design of the inquiry process. The [UBCM submission](#) focused on the federal government's pre-inquiry design [discussion guide](#) questions, including National Inquiry leadership and participation, key issues, and how best to ensure concrete and practical recommendations. It expresses a desire to support and stand with those who deserve justice and healing; emphasizes associated UBCM policy; and conveys the role of local governments in ensuring safety and wellbeing in BC communities. Based on this submission and subsequent discussion with Minister Anton, feedback was also submitted directly to the federal Pre-Inquiry Secretariat.

The resolution also directs UBCM to encourage member collaboration, and cooperation with Indigenous women's organizations, in order to institute a comprehensive response to the severe violence faced by Indigenous women and girls. In many instances local governments already have established relationships with local Indigenous organizations; for those who are looking to make initial contact, a listing of Indigenous women's organizations is attached. This list provides only an overview of active organizations, and is not intended to be comprehensive, but may provide a stepping-stone for communities looking to establish a connection. By strengthening relationships with Indigenous organizations and service providers it may be possible to better support and promote work already underway, and identify opportunities for future partnership.

As leaders and protective service providers, local governments are dedicated to building and fostering safe communities that are free from violence. I sincerely thank you for considering how your local government might engage during the national inquiry process, and with Indigenous organizations within your community. UBCM will continue to engage in the inquiry process as it progresses, and inform members of opportunities to provide further feedback or participate in proceedings.

If you have any questions regarding UBCM's engagement in the National Inquiry into Missing and Murdered Indigenous Women and Girls, please contact Angela Turner, UBCM Policy Analyst, at aturner@ubcm.ca or (604) 270-8226 Ext. 113.

Sincerely,



Murry Krause
Chair, First Nations Relations Committee

cc: Association of Kootenay and Boundary Local Governments
Association of Vancouver Island and Coastal Communities
Lower Mainland Local Government Association
North Central Local Government Association
Southern Interior Local Government Association

2 of 2

Indigenous Women's Organizations

A Resource for BC Local Governments

Local governments seeking to establish connections with Indigenous Women's organizations may wish to utilize the contacts below. **This document provides a broad overview of active organizations, and is not intended to be a comprehensive listing of BC Indigenous organizations.**

<p>Aboriginal Mother Centre Society 2019 Dundas St Vancouver, BC V5L 2J7 Phone: 604-558-2627 Email: info@aboriginalmothercentre.ca Website: www.aboriginalmothercentre.ca</p>	<p>Assembly of First Nations – Council of Women Suite 1600 55 Metcalfe Street Ottawa, ON K1P 6L5 Phone: 613-241-6789 Toll Free: 1-866-869-6789 Email: ceetevee123@yahoo.ca Website: www.afn.ca/en/policy-areas/afn-womens-council</p>
<p>Atira Women's Resource Society (Aboriginal Women's Outreach Program) 204-15210 N Bluff Rd White Rock, BC V4B 3E6 Phone: 604-594-7547 Email: awo@atira.bc.ca Website: www.atira.bc.ca</p>	<p>Battered Women's Support Services (Indigenous Women's Programs) PO Box 21503 1424 Commercial Dr. Vancouver, BC Canada V5L 5G2 Phone: 604-687-1868 Toll Free: 1-855-687-1868 Email: information@bwss.org Website: www.bwss.org</p>
<p>BC Native Women's Association 144 Briar Avenue Kamloops, BC V2B 1C1 Phone: 250-554-4556 ext. 211 Website: www.facebook.com/bc.nativewomensassociation/</p>	<p>BC Women's Hospital and Health Centre (Aboriginal Women's Health Program) 4500 Oak Street Vancouver, BC V6H 3N1 Phone: 604-875-3440 Email: JMorgan6@cw.bc.ca Website: www.bcwomens.ca/our-services/population-health-promotion/aboriginal-womens-health</p>
<p>Carrier Sekani Family Services 987 4th Avenue Prince George, BC V2L 3H7 Phone: 250-562-3591 Toll-free: 1-800-889-6855 Website: www.csfs.org</p>	<p>First Nations Health Authority 501-100 Park Royal South Coast Salish Territory West Vancouver, BC V7T 1A2 Phone: 604-693-6500 Toll free: 1-866-913-0033 Email: info@fnha.ca Website: www.fnha.ca</p>
<p>Helping Spirit Lodge Society 3965 Dumfries St Vancouver, BC V5N 5R3 Phone: 604-874-6629 Email: reception@hsls.ca Website: www.hsls.ca</p>	<p>Highway of Tears Initiative c/o Carrier Sekani Family Services 987-4th Avenue Prince George, BC V2L 3H7 Phone: 250-562-3591 Toll Free: 1-800-889-6855 Email: highwayoftears@csfs.org Website: www.highwayoftears.ca/</p>

<p>Métis Women of British Columbia c/o Métis Nation of British Columbia Unit #103 - 5668 192nd Street Surrey, BC V3S 2V7 Phone: 604-557-5851 Toll Free: 1-800-940-1150 Email: www.mnbc.ca/about-mnbc/women Website: www.mnbc.ca</p>	<p>Moose Hide Campaign BC Association of Aboriginal Friendship Centres 551 Chatham St. Victoria, BC V8T 1E1 Phone: 1-800-990-2432 Email: info@moosehidecampaign.ca Website: www.moosehidecampaign.ca/</p>
<p>Native Education College 285 East 5th Ave. Vancouver, BC V5T 1H2 Phone: 604-873-3772 Email: Info@NECVancouver.org Website: www.necvancouver.org</p>	<p>Native Youth Sexual Health Network 2345 Yonge St. PO Box 26069 Broadway Toronto, Ontario M4P 0A8 Email: info@nativeyouthsexualhealth.com Website: www.necvancouver.org</p>
<p>Native Women's Association of Canada 155 International Road Unit #2 Akwasasne, Ontario K6H 5R7 Phone: 1-800-461-4043 Website: www.nwac.ca</p>	<p>Northern Rockies Aboriginal Women Society PO Box 3190 5019 52 Avenue W Fort Nelson, BC V0C 1R0 Phone: 250-233-8920 Email: ed.nraws@northwestel.net Website: www.nraws.org</p>
<p>Nicola Valley Institute of Technology 4155 Belshaw Street Merritt, BC V1K 1R1 Phone: 1-250-378-3300 Toll Free: 1-877-682-3300 Email: info@nvit.bc.ca Website: www.nvit.ca</p>	<p>Pacific Association of First Nations Women 2017 Dundas St. Vancouver, BC V5L 1J5 Phone: 604-872-1849 Email: eldersupport@gmail.com Website: www.pafnw.ca</p>
<p>Positive Women's Network 614-1033 Davie St Vancouver, BC V6E 1M7 Phone: 604-692-3000 Toll-Free: 1-866-692-3001 Email: pwn@pwn.bc.ca Website: www.pwn.bc.ca</p>	<p>Prince George New Hope Society 1046 4th Ave Prince George, BC V2L 3J1 Phone: 250-562-8680 Email: jan_newhope@hotmail.com Website: www.princegeorgenewhopesociety.ca</p>
<p>Upper Island Women of Native Ancestry PO Box 3316 105-1509 Cliffe Ave Courtenay, BC V9N 5N5 Phone: 250-334-9591 Website: www.uiwona.ca</p>	<p>Spirit of the Children Society (Women's Support Circle) 201-768 Columbia Street New Westminster, BC V3M 1B4 Phone: 604-524-9113 Email: reception@sotcs.ca Website: www.sotcs.ca</p>
<p>Warriors Against Violence Society 2425 Oxford St Vancouver, BC V5K 1M7 Phone: 604-255-3240 Email: warriors@kiwassa.ca Website: www.wav-bc.com</p>	<p>Women Against Violence Against Women (Aboriginal Women's Services) 2405 Pine Street PO Box 46851 Stn D Vancouver, BC V6J 5M4 Phone: 604-255-6344 Email: aboriginalprogram@wavaw.ca Website: www.wavaw.ca/</p>

From: Schellenberg, Evelyn AGLG:EX [<mailto:Evelyn.Schellenberg@aglg.ca>] **On Behalf Of** Ruth, Gordon AGLG:EX

Sent: Tuesday, March 15, 2016 10:39 AM

To: Schellenberg, Evelyn AGLG:EX

Subject: AGLG Audit Reports - City of Campbell River; Regional District of Fraser-Fort George

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

I am pleased to inform you that the Office of the Auditor General for Local Government will be releasing two performance audit reports: The City of Campbell River under the topic "Learnings from Local Government Capital Procurement Projects and Asset Management Programs" and the Regional District of Fraser-Fort George under the topic "Achieving Value for Money in Operational Procurement."

The audit reports will be published on our website www.aglg.ca on Tuesday, March 16, 2016, at 11:00 am.

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

Regards,

Gordon Ruth FCPA, FCGA
Auditor General for Local Government



**AUDITOR GENERAL FOR
LOCAL GOVERNMENT**

ACCESSIBILITY • INDEPENDENCE • TRANSPARENCY • PERFORMANCE



MAR 02 2016

Ms. Josie Osborne
Chair
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni BC V9Y 2E3

Dear Ms. Osborne:

Thank you for your correspondence of December 17, 2015, concerning the conservation of eulachon.

I understand that this is an important issue to the British Columbia shrimp trawl industry. Fisheries and Oceans Canada (DFO) is always interested in measures that can reduce the bycatch of non-target species, particularly those with depressed stocks like eulachon that are being considered for listing under Canada's *Species at Risk Act*. DFO officials have met with the shrimp trawl commercial harvesters to explore ways to determine the effectiveness of the use of lights to reduce eulachon bycatch in the British Columbia shrimp fishery.

In 2015, the Department issued an experimental licence to the British Columbia shrimp trawl industry to conduct some initial trials with lights. DFO is also in the process of initiating a review of the Oregon study to determine if the results are applicable to the British Columbia shrimp fishery. The Department has also agreed to expand the issuance of experimental licences again this year to fleet members to allow those trials to continue. It is anticipated that the results of this evaluation will be completed by the summer of 2016.

In the meantime, DFO officials will continue to engage with the shrimp trawl harvesters on this issue. If you have further questions regarding this matter, you may wish to contact Mr. Jeff Johansen, Regional Resource Manager for Shellfish in the Pacific Region, by email at <jeff.johansen@dfo-mpo.gc.ca>, or by telephone at 604-666-3869.

Thank you for writing, and I trust that my response has helped to address your concerns.

Yours sincerely,

Hunter Tootoo, P.C., M.P.
Minister of Fisheries, Oceans and the Canadian Coast Guard

INVITED

3/28/16

YOU'RE INVITED



to the PEAK's 70th Birthday Party!

Your invite:

93.3 The Peak (CJAV-FM) is celebrating a Platinum birthday and we'd like you to help us celebrate!

This is an invite-only Customer Appreciation Event for you, our dear client. We would like to say Thank You for all the great years we've spent together as partners in this wonderful community.

Join us at Char's Landing on Friday, April 1st from 4:30-6:30pm with your guest(s). Please RSVP to Ashleigh Clark at the contact info below by Monday, March 28, 2016.

The Peak's 70th Birthday Party... with YOU and the Sound of the Valley... 93-3 The PEAK!

Included:

April 1, 2016 from 4:30-6:30pm

- 1 x appetizers for guests to enjoy
- 1 x music playing throughout the venue
- 1 x a look at CJAV over the last 70 years
- 1 x fun and interactive photobooth

Value: Priceless

Client to Provide:

- Attendance to our party at Char's Landing on Friday, April 1st

Please RSVP by Monday, March 28th to:
Ashleigh Clark
aclark@islandradio.bc.ca
250-723-2455 ext. 28



From: WWW ENVMail ENV:EX [<mailto:env.mail@gov.bc.ca>]
Sent: Wednesday, March 09, 2016 4:40 PM
To: Wendy Thomson
Subject: Save the date: BC's Spill Response Regime Engagement Workshop

Reference: 297257

March 9, 2016

Her Worship Mayor Josie Osborne
Regional District of Alberni-Clayoquot
Email: mailbox@acrd.bc.ca

Save the Date
April 20 and 21, 2016
British Columbia's Spill Response Regime Engagement Workshop

The Ministry of Environment is hosting a two-day workshop to receive comment from partners on the proposed world-leading spill response regime. I am pleased to invite you to attend the session in Richmond, BC, on April 20 and 21, 2016. Participation is by invitation only.

The workshop is designed to engage participants from parties who would participate under the Province's proposed regime including: oil and chemical producers and transporters; government agencies; First Nations; environmental organizations; and other stakeholders to discuss the proposed regulatory regime as set out in a soon to be released third intentions paper.

This session will provide participants the opportunity to share their knowledge and experience by providing feedback to the Ministry on the proposed regime.

An official invitation will be sent to you in the coming weeks, providing more specifics about the session, including resources to inform your participation. I encourage you to set aside April 20 and 21, 2016, to attend the session in Richmond, BC, and to please RSVP to Sara Bacic via email at Sara.Bacic@gov.bc.ca.

You can find out more information about the engagement process to date, the proposed legislative amendments to the *Environmental Management Act* and the Spill Response Regime Project at www.gov.bc.ca/spillresponse.

Sincerely,

Anthony Danks
Executive Director, Spill Response Regime Project
Ministry of Environment

MEMORANDUM

To: Alberni Clayoquot Regional District Board of Directors

From: Shelli Lyle

Date: March 15, 2016

Subject: Royal Canadian Legion Follow up

The Board considered the attached at the March 9th Board of Directors meeting and requested further information.

I spoke with Graham Fox a member of the Port Alberni Royal Canadian Legion, he said the local legion benefits and there is great value in the recognition book, this book and articles in the book are stories and photographs of those that served. They collect historical data of anybody that has served to try to preserve the history.

Recommendation:

THAT the Board of Directors approve the request for support for the Remembrance project by sponsoring an advertisement space in the "Military Service Recognition Book" for the ¼ page (Full Colour) for the amount of \$565.00 including GST.



Legion

www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **BC/Yukon Command / The Royal Canadian Legion**, representing **British Columbia** and the **Yukon’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

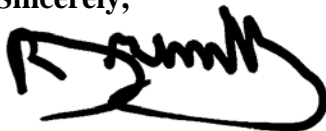
Our **BC/Yukon Command Legion** is very proud to be printing **10,000 copies** of our Annual “**Military Service Recognition Book**”, scheduled for release by Remembrance Day 2016, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the “**Keepers of Remembrance**”, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our “**Military Service Recognition Book.**” Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 150 communities that we serve throughout British Columbia and the Yukon. The Legion is recognized as one of Canada’s largest “Community Service” organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review, along with a detailed list of some of the many community activities in our **149 Branches and 80 Ladies Auxiliaries** in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

Thank you for your consideration and/or support.

Sincerely,



Marc Tremblay
President



www.legionbcyukon.ca

British Columbia / Yukon Command The Royal Canadian Legion

“Military Service Recognition Book”

Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>GST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$1,795.24	+ \$89.76	= \$1,885.00
Inside Front/Back Cover (Full Colour)	\$1,595.24	+ \$79.76	= \$1,675.00
Full Colour 2-Page Spread	\$2,990.48	+ \$149.52	= \$3,140.00
Full Page (Full Colour) 7" X 9.735"	\$1,495.24	+ \$74.76	= \$1,570.00
Full Page 7" X 9.735"	\$1,000.00	+ \$50.00	= \$1,050.00
½ Page (Full Colour) 7" X 4.735"	\$866.67	+ \$43.33	= \$910.00
½ Page 7" X 4.735"	\$595.24	+ \$29.76	= \$625.00
¼ Page (Full Colour) 3.375" X 4.735"	\$538.10	+ \$26.90	= \$565.00
¼ Page 3.375" X 4.735"	\$423.81	+ \$21.19	= \$445.00
1/10 Page (Business Card-Full Colour)	\$295.24	+ \$14.76	= \$310.00
1/10 Page (Business Card) 3.375" X 1.735"	\$247.62	+ \$12.38	= \$260.00

G.S.T. Registration # R10 793 3913

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the BC/Yukon Command.



PLEASE MAKE CHEQUE PAYABLE TO:

BC/Yukon Command
The Royal Canadian Legion
(BC/Y RCL)
(Campaign Office)
P O Box 5555
Vancouver, BC V6B 4B5



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services
Mark Fortune, Airport Superintendant

Meeting Date: March 23, 2016

Subject: Fire Protection Service Agreement Long Beach Airport

Recommendation:

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

Desired Outcome:

To enter into an agreement in order for the District of Tofino to provide structural fire protection services to the Long Beach Airport in conjunction with the District of Ucluelet.

Background:

The District of Tofino has been providing structural fire protection to the Long Beach Airport under an outdated agreement with Parks Canada (previous owner of the Airport) which expired on March 10, 2015. The original agreement with Parks Canada dates back to 1999. When the Regional District took over ownership of the Airport, they inherited all active agreements for the Airport.

ACRD and District of Tofino staff has been working on an updated fire protection service agreement (attached) for the past year. If approved, the new aid agreement will enable the Tofino Volunteer Fire Department to be dispatched to the airport for structure and airplane fires. This agreement matches the commitment that the District of Ucluelet has made with the ACRD in responding to the Long Beach Airport. The Agreement is for a one year term, with the ability to extend for an additional one year term up to a maximum of 10 years.

Tofino Council passed a resolution endorsing the agreement at their meeting on February 23, 2016. Regional District staff recommends that the ACRD Board enters into the one year Agreement with the District of Tofino as presented.

Time Requirements – Staff & Elected Officials:


Minimal time required to enter into the agreement.

Financial:

\$1.00 for a one year term. In addition, the Regional District shall replace any materials used by the Tofino Fire Department in providing structural firefighting services to the Airport.

Policy or Legislation:

The *Local Government Act* and *Community Charter* gives Regional Districts' the authority to enter into service agreements with neighbouring local governments.

Submitted by: 

Wendy Thomson, Manager of Administrative Services



Mark Fortune, Airport Superintendant

Approved by: 

Russell Dyson, Chief Administrative Officer

FIRE PROTECTION SERVICES AGREEMENT

THIS AGREEMENT made as of the _____ day of _____, 2016

BETWEEN:

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue
Port Alberni, British Columbia, V9Y 2E3

(the "**Regional District**")

OF THE FIRST PART

AND:

DISTRICT OF TOFINO

121 3rd Street
PO Box 9
Tofino, British Columbia, V0R 2Z0

(the "**District of Tofino**")

OF THE SECOND PART

WHEREAS:

- A. The District of Tofino is a municipal corporation and local government under the *Community Charter* and the *Local Government Act* of British Columbia;
- B. The District of Tofino has established fire and emergency response as a municipal service to the land area within its boundaries, operated through the Tofino Volunteer Fire Department;
- C. The Regional District owns and operates the Long Beach Airport (CYAZ) located approximately 11 kilometers southeast of the District of Tofino;
- D. The Regional District has requested and the District of Tofino is prepared to provide firefighting services to the Long Beach Airport, subject to the terms and conditions contained in this Agreement;
- E. The Regional District Board of Directors has approved this Agreement and its resolution is attached as Schedule "A" to this Agreement;
- F. The Mayor and Council of the District of Tofino have approved this Agreement by a Council Resolution, attached as Schedule "A" to this Agreement.

NOW THEREFORE in consideration of the covenants herein contained and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged by both parties, the Regional District and the District of Tofino, do hereby covenant and agree each with the other as follows:

1.0 DEFINITIONS

1.1 For the purposes of this Agreement, the following definitions shall apply:

“Airport Emergency Response Plan” (“ERP”) means the document which contains roles and responsibilities for a multi jurisdiction response to occurrences on airport property. The procedures contained in the ERP are published to provide guidance before, during and after any emergency involving aircraft, structures and other events affecting the operations of the airport;

“Fire Chief” means the person who is the head of the Tofino Volunteer Fire Department or that person's lawfully appointed designate;

“Fire Department” means the Tofino Volunteer Fire Department;

“Fire Service Area” means that area identified on Schedule “B” to this Agreement;

“Airport” means the Long Beach Airport (CYAZ);

“Senior Officer” means the highest-ranking Officer after the Fire Chief, or the most senior firefighter to arrive on the scene;

“Structural Firefighting Service” means emergency firefighting service responding to structural fires only for the purpose of rescue, fire control, and property conservation.

2.0 WATER SUPPLY

2.1 The District of Tofino, its elected officials and appointed officers, employees and volunteers shall not be responsible for any loss occurring as a result of the inability to fight any fire emergency on the Airport due to insufficient supply of water, insufficient water pressure or any other reason outside the Regional District’s control.

3.0 EXTENT OF SERVICE

- 3.1 The District of Tofino, through the Tofino Volunteer Fire Department, shall provide to the Regional District, on the terms and conditions of this Agreement, Structural Firefighting Services to the Airport as of the date of this Agreement, within the Fire Service Area .
- 3.2 Upon the application of this agreement, , the Fire Department shall attend an emergency on the Fire Service Area and provide Structural firefighting services as needed.
- 3.3 Subject to this Agreement, the District of Tofino shall provide the same quantity and quality of Structural Firefighting Services required by this Agreement as such services are provided by the District of Tofino to residents of the District of Tofino generally.
- 3.4 This Agreement shall not be interpreted to create any greater standard of care or liability on the part of the District of Tofino in respect of the supply of fire protection services to the Airport than that which applies to the supply of such services to inhabitants of District of Tofino. Nothing in this Agreement shall require the District of Tofino to provide a fire service under this Agreement higher than the level of fire protection service provided to the District of Tofino. The Airport Emergency Response Plan (ERP) shall be used as a guide in operations.
- 3.5 Notwithstanding any other provision in this Agreement, the parties acknowledge and agree that the distance between the Airport and the Tofino Fire Hall will result in longer response times than the average response time within the District of Tofino. The parties acknowledge and agree that the Tofino Volunteer Fire Department has limited resources for fighting fires including limited personnel, training and equipment. Accordingly, it is acknowledged that a reduced level of services in respect of response time and overall fire protection services will be provided to the Airport.
- 3.6 Notwithstanding any other provision in this Agreement, the parties acknowledge and agree that the Tofino Volunteer Fire Department has limited resources to fight aircraft fires. The department will fight fires using equipment and apparatus designed for use for combating Structural Firefighting.
- 3.7 Nothing in this Agreement requires the Fire Chief of the Tofino Volunteer Fire Department to deploy firefighting personnel, apparatus, and equipment to the Airport, where the Fire Chief or his/her Senior Officer has determined that they are either unavailable or are required to provide fire protection within the District of Tofino fire service area. The Airport agrees that in the event of the failure of the Fire Department to respond to a call for firefighting assistance, or where the Fire Department is required to withdraw equipment and personnel to attend to a fire or emergency in the District of Tofino, the Regional District shall not make any claim of liability against the City and hereby waives any claim it may have arising from such failure to respond or withdrawal.

4.0 NATURE OF SERVICE

- 4.1 The District of Tofino shall provide the firefighting service on a twenty-four hour on call basis from the Fire Hall, utilizing the manpower and equipment available at the time of notification of a fire.
- 4.2 The Airport shall give the Fire Department unrestricted vehicle access to the none airside portions of the airport within the Fire Service Area for the purpose of responding to and suppressing fires and other emergency incidents. Access to the restricted airside portions of the airport will be under the guidance of the On Scene Controller / unified command in accordance with the Long Beach Airport Emergency Response Plan.

5.0 INDEMNITY AND INSURANCE

- 5.1 The Airport shall afford the District of Tofino and its employees and agents the same protection from liability as is provided under the *Community Charter* and the *Local Government Act* in respect of the District of Tofino's activities elsewhere in the District of Tofino and, without restricting the generality of the foregoing, shall defend, indemnify, and save harmless the District of Tofino from and against any and all claims, demands, actions, causes of action, losses, damages, costs, liabilities and expenses (including legal fees and costs on a solicitor and own client basis) of whatever kind or character on account of any actual or alleged loss, injury or damage to any person or to any property arising out of or in connection with the provision of or failure to provide the Structural Firefighting Services as required herein, if and to the extent that the District of Tofino, its employees or agents would have otherwise been excused from liability for such loss, injury or damage pursuant to the terms of the *Community Charter* and the *Local Government Act* but for the fact that such provision or failure to provide the Structural Firefighting Services is in respect of lands and occupiers of lands on the Fire Service Area.
- 5.2 Without limiting the preceding paragraph, the Airport shall release and indemnify and save the District of Tofino harmless from and against any and all claims, demands, actions, causes of action, losses, damages, costs, liabilities, and expenses (including legal fees and costs on a solicitor and own client basis) arising as a result of the District of Tofino's failure to respond to a call for Structural Firefighting Services, the District of Tofino withdrawing Structural Firefighting Services as set out in paragraph 3.7 above, or the District of Tofino suspending or terminating the provision of Structural Firefighting Services under this Agreement.

5.2 Each party to this Agreement shall maintain, throughout the Term, comprehensive general liability insurance, motor vehicle insurance, and Workers' Compensation coverage for its own personnel. All policies of insurance required to be taken out by the Airport shall name the District of Tofino as an additional insured and the Airport shall, prior to the commencement of this Agreement and thereafter promptly upon request by the District of Tofino, provide the District of Tofino with certificates of insurance confirming the placement and maintenance of the required insurance.

6.0 FEES

6.1 The annual fee for fire protection services provided by the District of Tofino under this Agreement shall be \$1 (one dollar).

6.2 The Airport shall replace any materials used by the Fire Department in providing the Structural Firefighting Services to the Airport, including firefighting foam and other operational items provided by the Fire Department.

7.0 COST OF ADDITIONAL AID

7.1 The Regional District agrees to pay the full cost of any additional firefighting manpower or equipment from another jurisdiction outside the Regional District that the Regional District considers necessary to assist with an emergency situation on the Airport.

8.0 RIGHTS RESERVED

8.1 Nothing contained or implied herein shall prejudice or affect the rights and powers of the District of Tofino in the exercise of its functions under any public or private statutes, bylaws, orders or regulations, all of which may be fully and effectively exercised in relation to the Fire Department and the fire protection services provided hereunder and any other function of the District of Tofino as if this Agreement had not been executed and delivered by the parties and the interpretation of this Agreement shall be subject to and consistent with statutory restrictions imposed on the District of Tofino under the *Local Government Act* and the *Community Charter*.

9.0 TERM OF AGREEMENT

9.1 This Agreement shall come into force as of the date of its execution by all parties and shall continue in force for 1 year or until earlier terminated as provided for in

this Agreement. Upon agreement of the parties, this Agreement may be extended for a further term of 1 additional year, to a maximum of 10 years.

10.0 ASSIGNMENT

10.1 This Agreement shall not be assigned by any of the parties hereto except with the prior written consent of the others, which consent shall not be unreasonably withheld.

11.0 TIME

11.1 Time shall be of the essence of this Agreement.

12.0 INTERPRETATION

12.1 No provision of this Agreement shall be construed to create a partnership or joint venture relationship, an employer-employee relationship a landlord-tenant, or a principal-agent relationship.

13.0 HEADINGS

13.1 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

14.0 WAIVER

14.1 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

15.0 LANGUAGE

15.1 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

16.0 BINDING EFFECT

16.1 This Agreement will ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assignees.

17.0 TERMINATION BY THE DISTRICT of TOFINO

17.1 The District of Tofino may terminate this Agreement at any time upon giving 90 days' notice in writing to the Regional District.

18.0 TERMINATION BY THE REGIONAL DISTRICT

18.1 The Regional District may terminate this Agreement at any time upon giving 90 days' notice in writing to the District of Tofino.

19.0 NOTICE

19.1 It is hereby mutually agreed that:

any notice required to be given under this Agreement will be deemed to be sufficiently given:

- (i) if delivered, at the time of delivery; and
- (ii) if mailed from any government post office in the Province of British Columbia by prepaid registered mail addressed as follows:

if to the Regional District:

3008 Fifth Avenue
Port Alberni BC V9Y 2E3

if to the District of Tofino:

121 3rd Street
PO Box 9
Tofino, BC, V0R 2Z0

Unless otherwise specified herein, any notice required to be given under this Agreement by any party will be deemed to have been given if mailed by prepaid registered mail, or sent by facsimile transmission, or delivered to the address of the other party set forth on the first page of this Agreement or at such other address as the other party may from time to time direct in writing, and any such notice will be deemed to have been received if mailed or faxed, 72 hours after the time of mailing or faxing and, if delivered, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, slow down, force majeure or other cause, then a notice sent by the impaired means of

communication will not be deemed to be received until actually received, and the party sending the notice must utilize any other such services which have not been so interrupted or must deliver such notice in order to ensure prompt receipt thereof.

20.0 DISPUTE RESOLUTION

- 20.1 If a dispute relating to this Agreement should arise, and the Parties cannot settle the dispute through negotiation, then the Parties must attempt in good faith to resolve the dispute through mediation. If mediation is unsuccessful, the parties may submit the dispute to binding arbitration pursuant to the *Commercial Arbitration Act* (British Columbia).
- 20.2 If any dispute is referred to mediation or to an arbitrator appointed under the *Commercial Arbitration Act*, the costs of the mediation or arbitration shall be borne equally by the parties involved in the dispute. The parties agree that in the event of arbitration, a single arbitrator shall be appointed in lieu of a panel.

21.0 ENTIRE AGREEMENT

- 21.1 The whole agreement between the parties is set forth in this document and no representations, warranties or conditions, express or implied, have been made other than those expressed.
- 21.2 This Agreement may be amended from time to time upon terms and conditions mutually acceptable to the District of Tofino and the Regional District only if the amendments are in writing and executed by the parties hereto.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as follows:

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT by its authorized signatories)
)

Vice-Chair Penny Cote)
)

Russell Dyson, CAO)
)
)

DISTRICT OF TOFINO by its authorized Signatories)
)

Mayor Josie Osborne)
)
)

Robert MacPherson, CAO)
)

SCHEDULE “A”
COUNCIL RESOLUTIONS

Alberni-Clayoquot Regional District

Regular Board of Directors Meeting – March 23, 2016

“That the Alberni-Clayoquot Regional District Board of Directors enters into the Fire Protection Services Agreement with the District of Tofino for the Tofino Volunteer Fire Department to provide structural firefighting to the Long Beach Airport for a fee of \$1 for a one year term AND FURTHER the Vice-Chairperson and Chief Administrative Officer be authorized to execute the Fire Protection Service Agreement for the Long Beach Airport”

District of Tofino

Regular Council Meeting – February 23, 2016

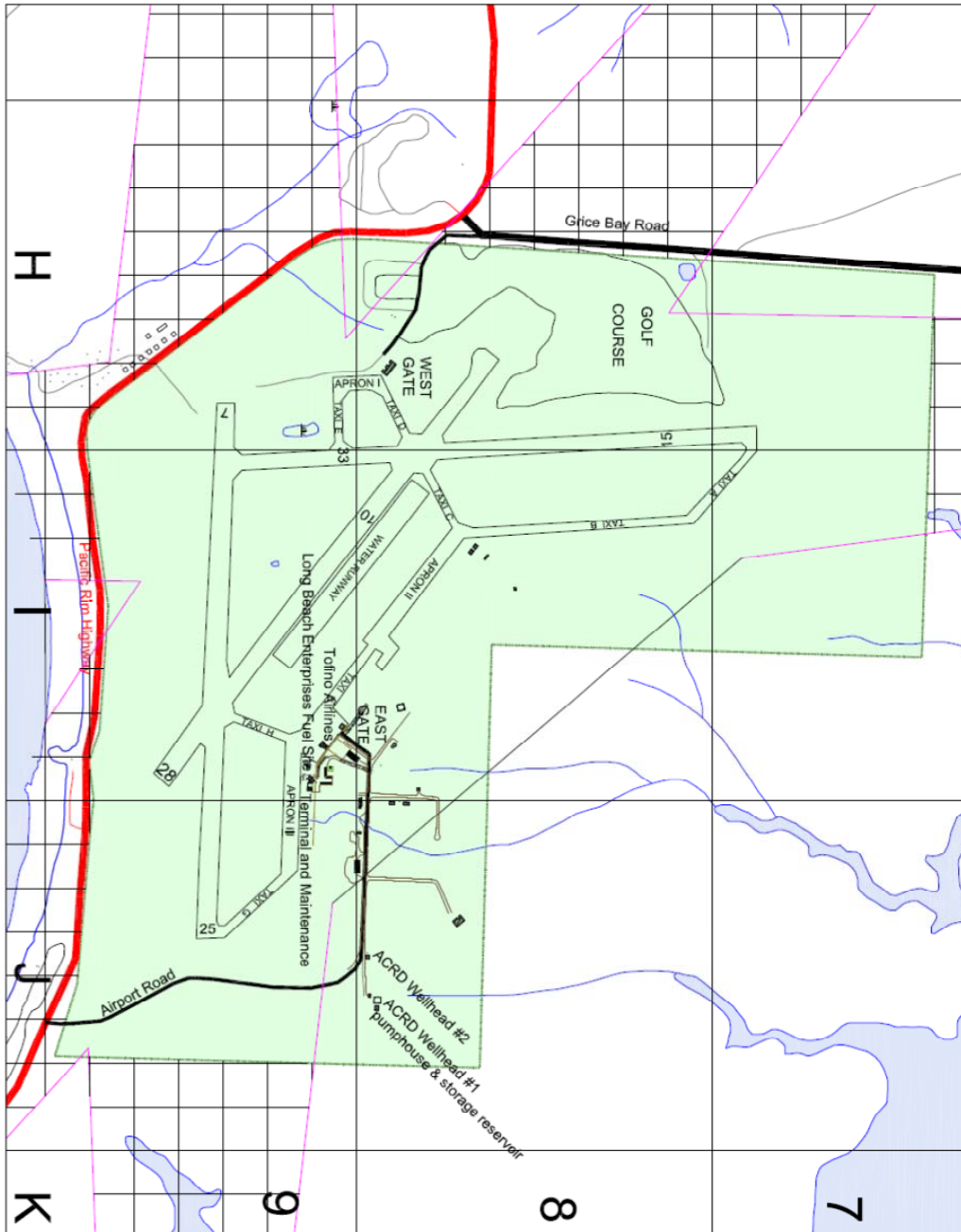
Resolution No. 55/16

THAT Council endorse the Fire Protection Service Agreement between the District of Tofino and the Alberni Clayoquot Regional District substantially in the form attached as “Appendix 1” to the staff report “Fire Protection Agreement Long Beach Airport” dated February 23, 2016;

AND THAT the Mayor and Corporate Officer be authorized to execute the Fire Protection Service Agreement for the Long Beach Airport.

SCHEDULE "B"

Long Beach Airport (CYAZ) Fire Protection Area



REQUEST FOR DECISION

To: Board of Directors

From: Alberni-Clayoquot Health Network – Table of Partners/
Wendy Thomson, Manager of Administrative Services

Meeting Date: March 23, 2016

Subject: Extension – Health Network Coordinator Contract

Recommendation:

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

Desired Outcome:

To extend the current contract with the Alberni-Clayoquot Health Network Coordinator for an additional two (2) years in order to continue to support the Alberni-Clayoquot Health Network.

Background:

In the spring of 2011, the Alberni-Clayoquot Regional Hospital District formed the Alberni-Clayoquot Health Network (ACHN) with funding from the Vancouver Island Health Authority (Island Health). The ACHN is a group committed to improving the quality of health care decisions, health services and well being in the Alberni-Clayoquot region. The Network serves as an open forum for discussion on the determinants of health, the identification of health service priorities and community and health services planning and development.

The ACHN has been supported by a Coordinator since 2012. The Coordinator provides leadership and coordination services to the ACHN and Table of Partners and ensures the Network is meeting their mandate and strategic priorities. The Coordinator oversees operations of the Network and incorporates the vision, mission, purpose, values, goals and objectives of the Network.

Ms. Dewitt has been in the Coordinator position through a one year contract with the Regional District which expired on February 29, 2016. Over the past year, Ms. Dewitt has been instrumental in moving the Network forward on several of their strategic priorities. Accomplishments in 2015 include: Strategic Plan update, development of a communications strategy, transportation action tables formed and the development of the Wheels for Wellness Pilot Project on the West Coast. A copy of the 2015 annual report is attached.

Over the past three month the Network has been engaged in:

- Planning a Collective Impact gathering with partners from all over Vancouver Island
- Planning a workshop to inform the formation of a Poverty Reduction Strategy. We have been working closely with the MP and MLA on poverty reduction conversations
- Working with the AVCSI and other community partners on housing
- Convening the Transportation Action Table and West Coast Working group on Wheels for Wellness as well as a regional transportation assets mapping project

The ACHN Table of Partners met on March 16th and recommends the ACRD Board of Directors extend the contract for services with Ms. DeWitt for an additional two (2) year term. The current contract allows for a contract extension.

Time Requirements – Staff & Elected Officials:


Minimal time required to extend the current contract.

Financial:

Island Health has committed to a grant of \$80,000.00 per year for three years commencing November 2015 to support the ACHN Coordinator position. The new funding provided will provide the means to cover this position until the term ending February 28, 2018.

Policy or Legislation:

The ACRD's purchasing policy was followed.

Submitted by: 

Wendy Thomson, Manager of Administrative Services

Approved by: 

Russell Dyson, Chief Administrative Officer

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Our Mission: To speak with a collective voice on regional and local health issues by facilitating dialogue and understanding amongst citizens and stakeholders. The Network is a community driven mechanism that helps to build partnerships and capacity; share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities. (from ACHN 2012 Strategic Plan).



EXECUTIVE SUMMARY

The purpose of the ACHN is to network like-minded organizations, agencies, and networks that are already working to improve community health – we aim to “network the networks” - to better support the work you are already doing. Rather than create additional work, meetings or duplicate what you do best we would like to meet you where you are to provide supports to work more effectively as a region.

With annual coordination funds secured for a three year term from Island Health we were able to hit the ground running. Confidently moving forward to develop the network framework, update plans and engage with community partners in order to lay the ground work for our engagement activities and initiate SMART action - Specific, Measurable, Attainable, Realistic and Timely. We value your input in the process of building the network, looking forward to increased engagement activity in 2016!

2015 Accomplishments

ACHN’s focus for 2015 was to clarify and strengthen the network principals and goals. We did just that, meeting and exceeding all the goals identified in our 2014 Annual Report!

- Formalized policy and procedure, network frameworks and MOU’s with key community partners;
- Updated our Strategic Plan and developed a Communications and Engagement Strategy through interviews with stakeholders and an environmental scan;
- Convened Transportation Action Tables and began planning on two major projects for 2016;
- Participated and partnered on a variety of community events and with existing networks;
- Began outreach and engagement with community partners to increase impact in other strategic priority areas;

2016 Goals

In order to move forward planning, formalize network engagement with communities and initiate action in strategic priority areas the ACHN has identified a few key goals for 2016.

- Maintain and enhance communications to network and community partners in order to: increase the general awareness of network, connections between communities and community partners as well as knowledge of research and resources;
- Increase engagement opportunities with community partners to build a strong and consistent mechanism for the ACHN to hear community feedback;
- Enhance capacity building and education opportunities in the region;
- Increase interaction between community partners and decision makers in the ACHN Table of Partners and other tables as required;
- And lastly take some action in areas identified!

On the Horizon

Planning and action taken in 2015 has set up a couple great starts for the ACHN in 2016.

- Collective Impact Workshop and quarterly educational and networking gatherings;
- Website and media development;
- Convening and communications support for the West Coast Wheels for Wellness Pilot and Regional Transportation Asset Inventory Project;
- Support for upcoming community events, including poverty reduction strategy planning!

We have accepted the challenge to examine unique solutions which only come from working collaboratively and embracing innovation. We look forward to working with you!

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ALBERNI CLAYOQUOT HEALTH NETWORK: PRINCIPLES

Healthy & Connected People & Places

OUR MISSION

To speak with a collective voice on regional and local health issues by facilitating dialogue and understanding amongst citizens and stakeholders. The Network is a community driven mechanism that helps to build partnerships and capacity; share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities.

OUR VALUES

1. **Inclusion:** We are open to anyone that wants to be involved and recognize, encourage and value each other's contributions.
2. **Learning:** we share knowledge, listen to each other, explore new ideas and apply information in ways that generate new understanding and solutions.
3. **Compassion and Respect:** We have compassion for all people with whom we interact and are mindful and respectful of differing opinions.
4. **Hishuk ish tswalk:** We embrace the Nuu-Chah-Nulth world view that everything is one and all is interconnected and health is holistic in nature.
5. **Connection, Collaboration and Sharing:** We cultivate relationships, connect people to each other, promote a culture of participation and sharing of resources in order to better serve our communities and advance the common good. Together we are better.
6. **Sustainability:** We are accountable with the resources entrusted to us, strive for cost-effectiveness and efficiencies and aim towards sustainability of solutions and initiatives.
7. **Innovation:** We want to constantly find better and more efficient ways to serve our communities.

OUR GUIDING PRINCIPLES

In all that we do, we:

- A. **Employ** a population health approach that focuses on improving the health and well-being of the entire population of the region and across the lifespan.
- B. **Focus** on the social determinants of health and address policies that impact health inequities.
- C. **Believe** that health is a shared responsibility and that collaboration leads to innovation.
- D. **Are** solution oriented & committed to building on community assets, strengths, efficiencies, social capital and reduce duplication.
- E. **Utilize** approaches that build knowledge, health literacy, capacity and citizenship.
- F. **Acknowledge** that local realities, population demographics, socio-economics and health indicators can vary significantly (remote, rural, and urban).
- G. **Recognize** that the Health Network exists within the ha'houlthee (chiefly territories) of the Nuu-chah-nulth First Nations. We strive to find new, better and culturally appropriate ways to collaborate, plan and work together that legitimize traditional knowledge.

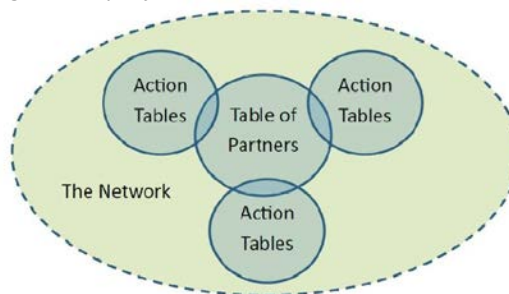
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ALBERNI CLAYOQUOT HEALTH NETWORK: OPERATIONS

The ACHN updated their Strategic Plan in 2015; through interviews with key community stakeholders, environmental scans and data analysis the five strategic priorities identified by the network were aligned with updated activities and metrics. Additionally the network identified its role with in these priority areas aligning with Collective Impact principles. The ACHN commits to acting as a supporting resource to assist leveraging assets and partnerships or a convener when no convening organization is evident in the region for projects and initiatives linked to the networks five priority areas.

- Network Development
- Healthy Children and Youth (0 - 18)
- Affordable and Accessible
- Regional Transportation
- Affordable Housing
- Health Literacy



To facilitate better community connections with decision makers at the Table of Partners, action tables and local government the ACHN identified the following mechanisms aimed at increasing benefit to network partners and interaction with local communities and organizations.

- Network communications –community presentations newsletters, Facebook and updates
- Sponsoring regional education events and quarterly networking gatherings
- Open invitation for community presentations to the Table of Partners
- Partnership on community events and opportunities aligning with strategic priorities
- Other opportunities which align with our strategic direction as they arise

Join us in 2016 to help us build as we go – we will be seeking opportunities, feedback on regional needs and interest level in activities!

THE NETWORK	ACTION TABLES	THE TABLE OF PARTNERS
<ul style="list-style-type: none"> • The most important voice in determining priorities and actions • Inclusive of community members, organizations and regional partners • A means to gather and distribute information, stories, and to capture the voices of the communities • To build relationships, helping people and organizations to find commonalities to take action to improve health outcomes in the region. • To connect people with information and resources, and to mobilize 	<ul style="list-style-type: none"> • Small committees of regional representatives and topical experts tasked with moving work on priorities forward • Utilize a regional lens to approach locally identified actions and needs that advance the ACHN Strategic Plan. • Roles include framing issues in ways that are inclusive, respectful and that bring people together. 	<ul style="list-style-type: none"> • Made up of regional decision makers and representatives with strong ties to communities and identified priority groups • Exists to support the work and priorities of the ACHN and link with Action Tables. • Look at evidence, facilitate strategic thinking and planning and seek resources as needed. • Ensure feedback is collected from Network members and ensure that work on identified issues and agreed upon actions is moving forward.

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2015 HIGHLIGHTS

The ACHN experienced a busy year with many changes, meeting and exceeding the goals which we identified for 2015. Beginning with the decision to hire a full time coordinator the network picked up momentum as the Table of Partners and coordinator identified areas for additional tool development and improvements to build a strong framework to move forward work in 2016. Reflecting on 2015, six main areas of achievement stand out – check out our webpage for complete reports!

<http://www.acrd.bc.ca/achn>



Community Engagement

- Community presentations to Table of Partners
- ACHN community presentations
- Community partner engagement and interviews
- Community partner input for Strat Plan update
- Increased direction and focus in engagement

Action Tables

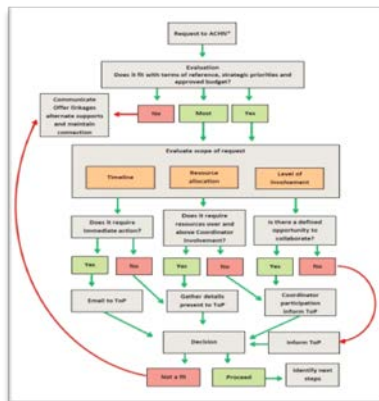
- Formation of the Regional Transportation and West Coast Transportation Action Tables
- Assistance with the West Coast Wheels for Wellness Pilot project identification, partner convening and communications
- Health Literacy research paper development
- Participation in Physical Literacy initiatives
- Participation in Housing and Homelessness Report
- Participation in local child, youth and family tables



Events

- June 11 Dialog to Action Workshop
- Port Alberni Community Response to Poverty
- Support with Campbell River Health Network Planning events
- Support for community events
- Upcoming workshops
- Planning for 2016 education opportunities

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(from ACHN 2012 Strategic Plan).

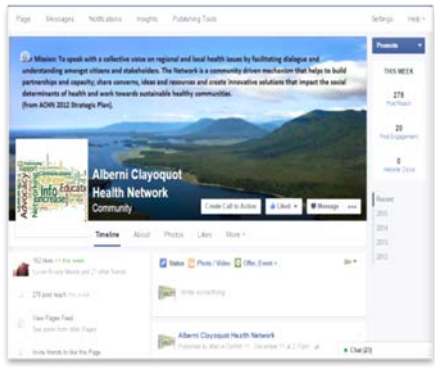


Policy and Procedure

- Formalized ACRD and Partner MOU's
- Table of Partners roles and responsibilities
- Chair/Co-Chair roles and responsibilities
- Development of decision making framework
- Formalization of processes, meeting structure and reporting

Planning

- 2015 Strategic Plan Update
- Work planning
- Development and adoption of Communications and Engagement Plan
- Transportation planning and action informed by community engagement
- Health Literacy Planning and research document development to inform 2016 initiatives



Communications

- 2014 Annual Report
- Event Reports
- Topical One Pagers
- ACHN Communications and Engagement Plan
- Quarterly Newsletter and updates
- Facebook Page growth
- 2016 Communications Planning

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ON THE HORIZON FOR 2016

Building on the feedback we heard from community partners and current opportunities in the region the ACHN is actively pursuing plans to increase engagement and collective impact opportunities. Below you will find a few examples of activities identified from our 2015 planning

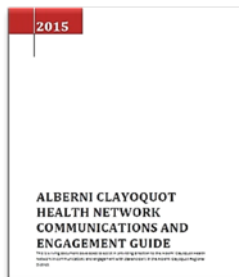


Network Development

- 2016 Collective Impact workshop
- Community learning events
- Quarterly networking gatherings
- Partnership on community events
- Increased opportunities for community engagement through events and interaction with ACHN Table of Partners

Transportation

- Convene Regional and West Coast Transportation Action Tables
- Leadership on identified activities and ongoing planning for next steps
- Support role in West Coast Wheels for Wellness Pilot and other West Coast infrastructure planning projects
- Lead role in Regional Transportation Assets Project
- Advocacy and communications support for decision makers



Communications

- Ongoing communications via facebook and newsletter
- Increased web presence
- Development of an interactive website
- Planning for communications tools which reach a wide audience and literacy level to assist in sharing information related to health literacy

Supporting Existing Initiatives

- Partnership and support for groups working with Children and Youth and Housing to increase capacity and activities as identified across the region
- Participation in poverty reduction strategy
- Communications, policy and asset leveraging support
- Increased access to decision makers and Table of Partners for community groups
- Expansion and formalization of regional engagement framework



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(from ACHN 2012 Strategic Plan).



BUDGET 2015 – 2017

The Table of Partners has approved a three year budget. The ACHN is started the 2015 fiscal year with reserve funds from Island Health’s original 2012 grant and have secured an annual commitment of \$80,000 from Island Health for a three year term.

Actuals from 2015 are reported along with the revised budget for 2016 and 2017.

ACHN Fiscal Year : Calendar Year

REVENUE	2015 Actuals	2016	2017	3 Year Totals
1 Reserve Opening Balance	\$281,843	\$263,727	\$189,727	
2 Island Health Funds	\$80,000	\$80,000	\$80,000	
3 Other Grants	\$9,000	\$10,000	\$12,000	
4 Total Revenue & Reserve	\$370,843	\$353,727	\$281,727	\$544,343
BUDGET EXPENSES	2015	2016	2017	3 Year Budget
Operation & Administration				
5 ACHN Communications Strategy	0	15,000	5,000	20,000
Includes: outreach, engagement protocol, one pagers, ACHN stand alone web site development, newsletter, logo development.				
6 Coordination Contract	64,150	80,000	80,000	224,150
7 Administrative Support	10,000	10,000	10,000	30,000
8 Operating Expenses	1,199	2,000	2,000	5,199
Includes: A/V rental, printing, office supplies etc.				
9 Advertising	881	2,000	2,000	4,881
Includes: newspaper ads for RFP process and posts to websites.				
10 ACRD Financial Administration Fee	8,000	8,000	8,000	24,000
Capacity Building				
11 West Coast Capacity Building	20,000	20,000	20,000	60,000
12 Barkley Sound Capacity Building		3,000	3,000	6,000
Action Tables & Community Learning Resources				
13 Affordable and Accessible Transportation	2,886	7,000	5,000	14,886
14 Action Table TBD	0	5,000	5,000	10,000
15 Action Table TBD	0	5,000	5,000	10,000
16 ACHN CommunityEngagement, Events & Planning	0	7,000	7,000	14,000
Total Expenditures	\$107,116	\$164,000	\$152,000	\$423,116
<i>Reserve for Carryforward as of December 31, 2017</i>				\$129,727

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IN KIND CONTRIBUTIONS

The ACHN in kind contribution table outlines a modest portrayal of current contributions from ACHN partners and professional support. With focused collaboration and partnerships in the region in kind contributions will undoubtedly grow. The newly established Table of Partners has representatives from a wide and diverse pool of regional professionals and local government. Membership includes representation from; Island Health, SD 70, First Nations Health Authority, MCFD, Clayoquot Biosphere Trust, the City of Port Alberni, Alberni Valley Shelter Society, North Island College, Alberni Valley Transition Towns and the ACRD.

In-Kind Contributions	2015	2016	2017
Table of Partners Leadership Table	\$35,988	\$35,988	\$35,988
<i>15 Representatives at Table of Partners</i>			
<i>Partners time = \$35/hr x (min) 5 hrs x 11 months x 15 = \$31,500</i>			
<i>Travel for outlying communities = \$0.51 x 200 km (average distance for outlying communities by road) x 11 months x 4 partners = \$4,488</i>			
Staff Support - Island Health	\$15,000	\$12,000	\$10,000
<i>Medical Health Officer</i>			
<i>IPCC- CDSI Manager and Developer</i>			
<i>PACE Consultant</i>			
Meeting Support: ACRD & Island Health	\$3,000	\$3,000	\$3,000
<i>meeting rooms</i>			
<i>teleconference</i>			
<i>videoconference</i>			
Action Tables, Community Learning Resources	\$15,000	\$15,000	\$15,000
<i>staff time, community knowledge holders, volunteers, meeting support, venues, promotion and knowledge exchange.</i>			
TOTAL	\$68,988	\$65,988	\$63,988



REQUEST FOR DECISION

To: Board of Directors
From: Russell Dyson, CAO
Meeting Date: March 23, 2016
Subject: Carving on the Edge Special Event Grant Request

Recommendation:

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

Background:

The Board asked staff to confirm whether the event applied and received funding from the west coast District's.

The event is receiving \$3,500 from the Tofino Resort Municipality funding and has made application for \$2,500 from the District of Tofino Arts and Culture funding (this would be from taxation).

No application has been received by the District of Ucluelet.

Submitted by: _____
Russell Dyson, Chief Administrative Officer



March 3, 2016

**Alberni-Clayoquot Regional District
Port Alberni, BC**

RE: Carving on the Edge Festival Request for \$1500 Special Events Grant

2016 Festival Dates: September 12-22, 2016

Coastal Roots Festival Weekend: September 16-18

Location: Shore Pier Events Building (on the water) 368 Main Street, Tofino

2016 marks the 7th festival of Carving on the Edge. The themes for this year will be centred on Tla-o-qui-aht teachings, history, community, vision, and their relationships with Vancouver Island and beyond.

The annual Carving on the Edge Festival held in Tofino encompasses carvers and participants from throughout our west coast region, including Port Alberni. This is a celebration of both the traditional and contemporary arts of west coast carving with exhibitions, workshops, films, demonstrations, family activities and lectures.

We are asking for a Special Events Grant of \$1500 to support the programs of the Festival.

Last year's Artist-in-Residence, Gordon Dick from Port Alberni, carved a 12 foot cedar panel titled 'Teaching Foresight' which will be displayed permanently in Port Alberni as a public art piece. The festival aims to educate and increase the awareness of the rich history and roles of the wood carving arts in our region, as well as encourage the advancement of the art.

Your support is very important to the festival's growth, as we are beginning to experience record numbers of participants. Your support will be acknowledged throughout the festival, on posters & print media, as well as our social network pages.

There is a photo library of the previous festivals: www.carvingedgefestival.com

Thank you for your considerations,

Norma Dryden, Treasurer for

Carving on the Edge Festival Society Board of Directors: Tim Paul, Port Alberni, Marilyn Brewer, Victoria; Marika Swan, Tla-o-qui-aht; Joe David, Tla-p-qui-aht; Gordon Dick, Port Alberni; Joe Martin, Tla-o-qui-aht; Kevin Cranmer, Alert Bay; Christopher Roy, Salt Spring Island; Norma Dryden, Tofino.

Festival Project Details: The Carving on the Edge Festival 2016

The themes for this year will be centred around Tla-o-qui-aht teachings, history, community, and vision. Through discussions with the board of directors and participating carvers we have decided to take this year to properly acknowledge the Tla-o-qui-aht Nation as the host community for the festival. Throughout our planning we will continue to meet with chiefs, leaders, and cultural knowledge keepers within Tla-o-qui-aht to fully integrate the proper protocols and logistical support to make this acknowledgement possible.

Warm up Pre-festival Event

**Carving Demonstrations for Families - Tofino's Village Green,
September 10, 10am – 2pm, Free admission
Estimated Attendance: 100 plus**

Robinson Cook will be on site with a large carving in progress. Children and youth will have the opportunity to carve on his piece with him under one-on-one supervision. Dan Law will also be offering drop in printmaking for all ages with small foam, lino or rubber blocks depending on ability. In partnership with Tofino's Parks and Recreation, this will be offered at the local Saturday market.

Main Festival Dates: September 12-22, 2016

Location: Shore Pier Events Building (on the water) 368 Main Street, Tofino

**Opening Ceremonies and Gallery Reception for the Carving on the Edge Art Show
September 14, 7pm, Free admission**

Estimated Attendance: 80 plus

The festival's opening involves traditional welcoming ceremonies from the Tla-o-qui-aht First Nations that include drumming, singing and dancing. Local First Nations' also share stories and cultural histories related to the long history of carving. Festival organizers acknowledge the organizations and businesses who participate in supporting the festival. Featured artists will be in attendance. Food and refreshments are served.

Carving on the Edge Art Show

September 14-22, Open Daily from 10-5, Free admission

Estimated Attendance: 2000 plus

The two-week carving arts show will showcase traditional and contemporary west coast carving arts. The carving arts show involves 30 - 50 artists from British Columbia and include both master and emerging artists. First Nations and non-First Nations artists will show and sell their work; each year the festival showcases new works by the artists. The Art Show provides incentive for carvers to attend the festival by providing an opportunity for sales, and to share their craft and traditional teachings to the public. The Carving Festival takes 25% of the sales to cover exhibition costs, promotion and marketing.

'The Virtual Archive' Multi-media installation also hosted in the gallery space

A vast collection of Tla-o-qui-aht ornamental and ceremonial pieces are currently being held in museums across the world. In recent years there has been a big shift towards reconnecting these pieces back to their home communities and many have made their collections available online. Many master carvers have invested in travelling to study these works but most community members cannot afford to and/or experience barriers to technology. We would like to hire someone to research and collect information on the Tla-o-qui-aht and Nuu-chah-nulth work currently being held and prepare a multi-media display to give access to our local community and visitors. This would be done under the guidance of master carvers to ensure the best accuracy of information. We feel that this could be a really unique way to stimulate discussion about Tla-o-qui-aht traditional form and design.

Workshops are hosted over the festival weekend : September 16, 17 & 18, scheduled in slots between 10-5 daily Estimated Attendance: 400 plus

The workshop coordinator will be responsible for setting up scheduling and sign ups. For most of our workshop offerings we have decided to shift from offering free workshops to a subsidized suggested donation to ensure that participants are fully committed and engaged. Volunteering in exchange for free workshop vouchers is also strongly encouraged to ensure accessibility for everyone who is keen to participate! Bursaries for young carvers who show that they are keen to learn will also be made available. We will be presenting **6 different workshops**. How many times each will be offered over the span of the weekend will be determined by sign ups and expressed interest.

Bentwood box workshop with Joe Martin

Participants will learn the techniques of steaming and finishing their own box

Each session will be a full day workshop, 6-8 participants, \$180

Relief printmaking with Dan Law

- **Woodblock printmaking for intermediate printers:** utilize handmade locally salvaged yellow cedar planks, high quality carving tools, archival quality paper & ink
3-4 hrs, 20 participants – suggested donation \$20-25
- **Drop in printmaking for all ages:** using foam, lino or rubber blocks depending on tool ability, lino carving tools, artist quality paper & ink
2 hrs, 20 participants at a time - suggested donation \$5 -10

Ladle or Spoon Carving with Robinson Cook

Introduction to tool safety, carving basics and shaping

3 hrs, 10 participants – suggested donation \$25

Tool Sharpening with Christen Dokk Smith

Tips and tricks for maintaining your tools: open to all but geared towards intermediate to master carvers, explores different sharpening methods

2 hrs, 30 participants - suggested donation \$5, bring your own tools

Other possible workshop offerings:

- Kestral Tools Demonstration
- Traditional Tools workshop with Carl Martin

Open Carving Area : September 14-22, Open Daily from 10-5

This is an informal part of the festival that we are starting to recognize as an integral part of building community. We want to make sure that we are setting aside space in our layout and making sure carvers know they are welcome to come set up and work. We will make some simple blocks of alder and other offcuts available for use for those who may not have access to wood but carvers are responsible for bringing and maintaining their own tools (Kestral Tools will have some tools for sale on site). Coffee, tea and light snacks will be served for the carvers.

Traditional Dugout Canoe Tours with T'ashii Paddle School

Friday, September 16 and Saturday, September 17, (3 departures daily)

Estimated participants: 60, Admission: By donation

T'Ashii Paddle School will offer 45 minute cultural tours via a hand-carved traditional dugout canoe, made by Joe Martin. Using hand-carved paddles, Tsimka Martin will share stories of the land and water from the 35-foot canoe that she steers with 10 guest paddlers. A truly memorable event of the festival.

**An Evening of Tla-o-qui-aht Culture: Friday September 16, 7pm
Shore Pier Events Building (capacity 200)**

Tla-o-qui-aht Language as the key to Our Ancestral Way of Being

Keynote Speaker: Gisele Martin

Local Nuuchahnulth language activist, cultural educator and wilderness guide, Gisele Martin grew up in and around her father's traditional dugout canoes. For many years Gisele founded and ran her own canoe tour business, which she used to share the wealth of her cultural knowledge with the world. In recent years she has shifted her focus towards language revitalization and has become the youngest fluent speaker in Tla-o-qui-aht. She now uses her deep connection to the land and waters to develop meaningful programming for children and youth. Gisele will be sharing insights into the traditional Tla-o-qui-aht carvers values and worldview using language and storytelling.

Film Screening: Nuučaanûłathin "We Are Nuuchahnulth" (1hr)

Filmmakers John Rampanen and Nitanis Desjarlais will be available for Q & A

'We Are Nuuchahnulth' is a thoughtful glimpse into the rich and diverse history of the Nuuchahnulth people. Elements of traditional story telling are woven throughout a visually artistic and engaging narrative that captures a challenging chapter of history along the western coast of Canada. This documentary highlights key moments and insights into the Nuuchahnulth way of life.

Evening of performance with Guest First Nations : Saturday September 17, 7pm Shore Pier Events Building (capacity 200)

For our second evening presentation we will be hosting guests from outside Tla-o-qui-aht. We are hoping to welcome back the Kwakwaka'wakw and there are some other communities we are in conversation with that we would love to host. This evening is not confirmed at this time.

Youth Showcase – performance and presentation

We are planning to put aside an evening for local youth to design their own event. The details will be coordinated under the direction of the youth participants.

Master Carvers Session: Sunday September 18, 2pm

Estimated Attendance: 40 plus

Sunday afternoon is the time when the carvers who have gathered get a chance to network and share skills. It is important to us to nurture the artists professionally and creatively.

- **Tla-o-qui-aht Traditional Form and Style with Joe David**

Through the Virtual Archive we will have a large body of Tla-o-qui-aht work on display. Master carver Joe David will be making a focused presentation on traditional Tla-o-qui-aht style and form geared towards other carvers.

- **Granting Workshop with the First People's Culture Council**

FPCC manages a few different funding streams that support First Nation's artists and community projects. They are interested in building relationships with our west coast carving community and will be offering a workshop on grant writing, project planning and some modules from The Art of Managing Your Career.

- **Carvers Talking Circle and Feast, 5pm**

This is our opportunity to debrief the festival with our carving community and determine the direction of next year's festival. Food will be served and shared so that as we are digesting as we are listening to each other as it is in Tla-o-qui-aht custom.

Kathy McArthur

From: Wendy Thomson
Sent: Thursday, March 03, 2016 12:38 PM
To: Kathy McArthur
Subject: FW: Carving on the Edge Festival Request for Special Events Grant
Attachments: Letter to Alberni-Clayoquot Regional District.docx

Board agenda action – Board Direction requested
W

From: Carving On the Edge Festival [<mailto:carvingfest@gmail.com>]
Sent: Thursday, March 03, 2016 11:57 AM
To: Wendy Thomson
Subject: Carving on the Edge Festival Request for Special Events Grant

Hello Wendy,
Thank you for your encouragement and help with this submission. Let me know if I can provide anything more.

Norma Dryden

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Carving on the Edge Festival
www.carvingedgefestival.com
carvingfest@gmail.com
Norma Dryden, Festival Coordinator
Office: 250-726-5230

Carving on the Edge Festival 2016: September 12-22
Carving on the Edge Festival 2017: September 4-14

REQUEST FOR DECISION

To: Board of Directors

From: Andrew McGifford, CPA, CGA, Acting Manager of Finance

Meeting Date: March 23, 2016

Subject: 3rd Reading and Adoption of 2016-2020 Financial Plan

Recommendation:

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

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

Note: If the Board has any further amendments to the Financial Plan the following steps will be required **prior** to giving third reading and adoption of Bylaw F1125:

- a. Motion to rescind second reading of Bylaw F1125
- b. Motion with amendments to the Financial Plan
- c. Motion giving second reading as amended

Summary:

Attached separately is the draft for third reading and adoption of the Financial Plan for 2016-2020 for the Regional District that will be considered at the March 23, 2016 Board of Directors meeting. This is the final stage of the 2016 budgeting process and this draft has not only been presented to the Board but has also been presented to the public in various meetings throughout the Regional District. Presentations have been made to the councils of the City of Port Alberni as well as public meetings in the electoral areas of Bamfield, Sproat Lake and Beaver Creek. A comparison of the residential tax rates has also been provided for your information at the end of this memo.

At second reading on March 16th the following amendments were made to the 2016-2020 Financial Plan:

Alberni Valley Regional Water Proposed Service – Page 36
Reduce Line 3 by \$10,000, from \$52,178 to \$42,178
Reduce Line 9 by \$10,000, from \$22,000 to \$12,000

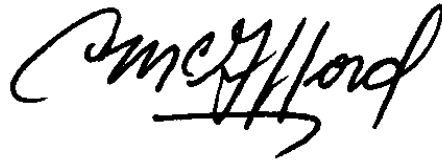
Cherry Creek Community Parks Service – Page 100
Increase Line 2 by \$12,500, from \$7,500 to \$20,000
Increase Line 5 by \$12,500, from \$7,000 to \$19,500

The Wheels for Wellness grant from the Area "C" Long Beach is conditional based on the organization meeting the requirements for the funding and this is the intention of the area director for this grant-in-aid. If the funding requirements are not met the funds tax requisitioned would remain with the Area "C" grant – in-aid for future allocations for Area "C".


With the above amendments made before second reading, the total tax requisition and parcel taxes for 2016 are currently set at \$7.29 million, which is 8.56% higher than the prior year when combined with the Alberni-Clayoquot Regional Hospital District. The AVRA expansion has the largest impact on the overall increase for 2016 and if this service was not increased we would have seen a 2.60% increase overall. A comparison of the residential tax rates has also been provided for your information at the end of this memo for the regional district, also the tax rate summary for all services is attached.

Policy/Legislation

The *Local Government Act* requires the Regional District to adopt a 5 year Financial Plan on or before March 31st of each year.



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



Approved by: _____
Russell Dyson, Chief Administrative Officer

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT
2016 RESIDENTIAL TAX RATE & PARCEL TAX SUMMARY
BASED ON 3rd READING - March 23, 2016**



2016 Estimate Based on

<u>MUNICIPALITIES - RESIDENTIAL TAX RATES</u>	<u>2016</u>	<u>2015</u>	<u>% Change</u>	<u>\$200,000 Assessed Value</u>
CITY OF PORT ALBERNI	0.482	0.372	29.66%	96.47
DISTRICT OF TOFINO	0.500	0.497	0.69%	100.08
DISTRICT OF UCLUELET	0.500	0.498	0.38%	99.98
Yuułu?iif?atḥ GOVERNMENT	0.206	0.212	-2.69%	41.26
HUU-AY-AHT FIRST NATIONS	0.157	0.162	-2.84%	31.48
UCHUCKLESAHT TRIBE GOVERNMENT	-	0.000		-
<u>ELECTORAL AREAS - RESIDENTIAL TAX RATES</u>	<u>2016</u>	<u>2015</u>	<u>% Change</u>	
ELECTORAL AREA 'A' - BAMFIELD	0.910	0.862	5.58%	182.03
ELECTORAL AREA 'B' - BEAUFORT	0.705	0.657	7.38%	141.10
ELECTORAL AREA 'C' - LONG BEACH	0.745	0.732	1.81%	149.05
ELECTORAL AREA 'D' - SPROAT LAKE	0.737	0.645	14.31%	147.47
ELECTORAL AREA 'E' - BEAVER CREEK	0.855	0.770	11.09%	171.09
ELECTORAL AREA 'F' - CHERRY CREEK	0.842	0.753	11.79%	168.35
<u>SPECIFIED AREAS - RESIDENTIAL TAX RATES</u>	<u>2016</u>	<u>2015</u>	<u>% Change</u>	
A - BAMFIELD FIRE PROTECTION	0.910	0.906	0.42%	181.97
A - BAMFIELD COMMUNITY PARK	0.123	0.093	31.96%	24.54
C - SOUTH LONG BEACH FIRE PROTECTION	0.348	0.346	0.71%	69.69
C - SOUTH LONG BEACH STREET LIGHTING	0.027	0.029	-7.37%	5.37
<u>SERVICE AREA - RESIDENTIAL TAX RATES</u>	<u>2016</u>	<u>2015</u>	<u>% Change</u>	
EA's - VANCOUVER ISLAND REGIONAL LIBRARY	0.204	0.197	3.46%	40.85
E - GRANVILLE ROAD FIRE PROTECTION	0.783	0.762	2.72%	156.54
E - ARVAY ROAD STREET LIGHTING	0.406	0.426	-4.70%	81.23
D - SPROAT LAKE FIRE PROTECTION	0.425	0.396	7.31%	84.96
D - SPROAT LAKE COMMUNITY PARK	0.129	0.133	-3.23%	25.80
B - MOUNTAIN RANCH ROAD FIRE PROTECTION	0.783	0.762	2.72%	156.54
E - BEAVER CREEK FIRE PROTECTION	0.782	0.762	2.64%	156.49
F - FRANKLIN RIVER ROAD FIRE PROTECTION	- 0.061	0.201	-130.59%	12.27
<u>PARCEL TAXES PER PARCEL</u>	<u>2016</u>	<u>2015</u>	<u>% Change</u>	
A - BAMFIELD WATER SYSTEM	236.38	236.38	0.00%	
C - SLB MULTI-PURPOSE PATH CONTR.	64.92	65.07	-0.23%	
C - SALMON BEACH SEWER	131.65	144.06	-8.61%	
C - SALMON BEACH SECURITY	69.16	91.73	-24.60%	
C - SALMON BEACH GARBAGE	69.95	48.94	42.94%	
C - SALMON BEACH RECREATION	84.94	60.85	39.59%	
C - SALMON BEACH TRANSPORATION	327.97	314.46	4.29%	
C - SALMON BEACH WATER	63.57	46.09	37.93%	
D - SPROAT LAKE COMMUNITY ASSOC.	11.35	11.35	0.00%	
C - SALMON BEACH POWER	235.57	250.02	-5.78%	
E - BEAVER CREEK WATER SYSTEM	238.00	238.00	0.00%	
CITY OF PORT ALBERNI ARENA	22.79	22.40	1.73%	
D - SPROAT LAKE ARENA	20.74	21.32	-2.70%	
E - BEAVER CREEK ARENA	22.85	22.32	2.38%	
F - CHERRY CREEK ARENA	21.86	22.23	-1.69%	



Alberni-Clayoquot Regional District

Bylaw No. F1125

A bylaw to adopt the 2016 to 2020 Financial Plan

The Board of Directors for the Alberni-Clayoquot Regional District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as ***“Bylaw F1125, 2016 to 2020 Alberni-Clayoquot Regional District Financial Plan”***.
2. Schedule “A” attached hereto and forming part of this Bylaw is the 2016 to 2020 Alberni-Clayoquot Regional District Financial Plan.

Read a first time this **24th** day of **February**, 2016.

Read a second time this **16th** day of **March**, 2016.

Read a third time this _____ day of _____, 2016.

Adopted this _____ day of _____, 2016.

Josie Osborne,
Chairperson

Russell Dyson,
Chief Administrative Officer



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: March 14, 2016

ACRD FILE NO.: DVE16003

APPLICANTS: Redmark Ventures Ltd

LEGAL

DESCRIPTION: PARCEL C (BEING A CONSOLIDATION OF LOTS 21 AND 21, SE FB496817), BLOCK 10, DISTRICT LOT 100, ALBERNI DISTRICT, PLAN 1488

LOCATION: Corner of Compton Road and Maple Street

ELECTORAL AREA: "E" Beaver Creek

APPLICANT'S INTENTION: The applicants intend to construct a new single family dwelling on an undeveloped lot.

Recommendation:

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

Development Variance DVE16003:

- i. Development variance of Section 200 – Schedule II – Bulk and Site Regulations of ACRD Zoning Bylaw No. 15 to reduce the required front yard setback and required side yard setback in the Rural (A2) District; front yard from 50 feet to 25 feet and side yard from 15 feet to 5 feet as shown on the site plan attached.

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 0.299 acre (1213.67 square meters) property is undeveloped and has some smaller trees.

DVE16003

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

ii. **Services**

- a. **Sewage Disposal:** A sewage disposal system will be designed by a Registered On-Site Wastewater Practitioner.
- b. **Water Supply:** Beaver Creek Water System.
- c. **Fire Protection:** Beaver Creek Volunteer Fire Department
- d. **Access:** The property fronts on both Maple Street and Compton Road.

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

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The property is designated “Residential Use” in the Beaver Creek OCP. This designation provides for residential use. The property is not within a development permit area.
- c. **Zoning:** The property is zoned Rural (A2) District which permits one single family dwelling, accessory uses and other rural uses such as agriculture.

Zoning Bulk and Site Regulations	
	A2 District
Minimum Lot Area:	5 acres
Minimum Lot Width:	330 feet
Lot Coverage:	NA
Maximum Building Height	2 1/5 storeys and 35 feet
Minimum Building Setbacks	
Front:	50 feet
Rear:	30 feet
Side:	15 feet

The owners are applying for a development variance permit prior to starting construction. The lot is non-conforming in size and is irregularly shaped. The front yard variance will be off Maple Street and the side yard variance is the north property line.

The proposed layout would maintain all of the setbacks required by the Ministry of Transportation and Infrastructure, which is 15 feet from any road or lane.


The proposed construction will require a development variance to reduce the required front yard setback from 50 feet to 25 feet and the side yard setback from 15 feet to 5 feet on the north property line as shown on the attached site plan.

Comments: Staff recommends the Board proceed with the development variance. The subject property is a small non-conforming lot with a limited building site. The proposal is in keeping with the surrounding properties. By reducing the setbacks, the property owners will have greater flexibility in the development of their lot.



Submitted by:

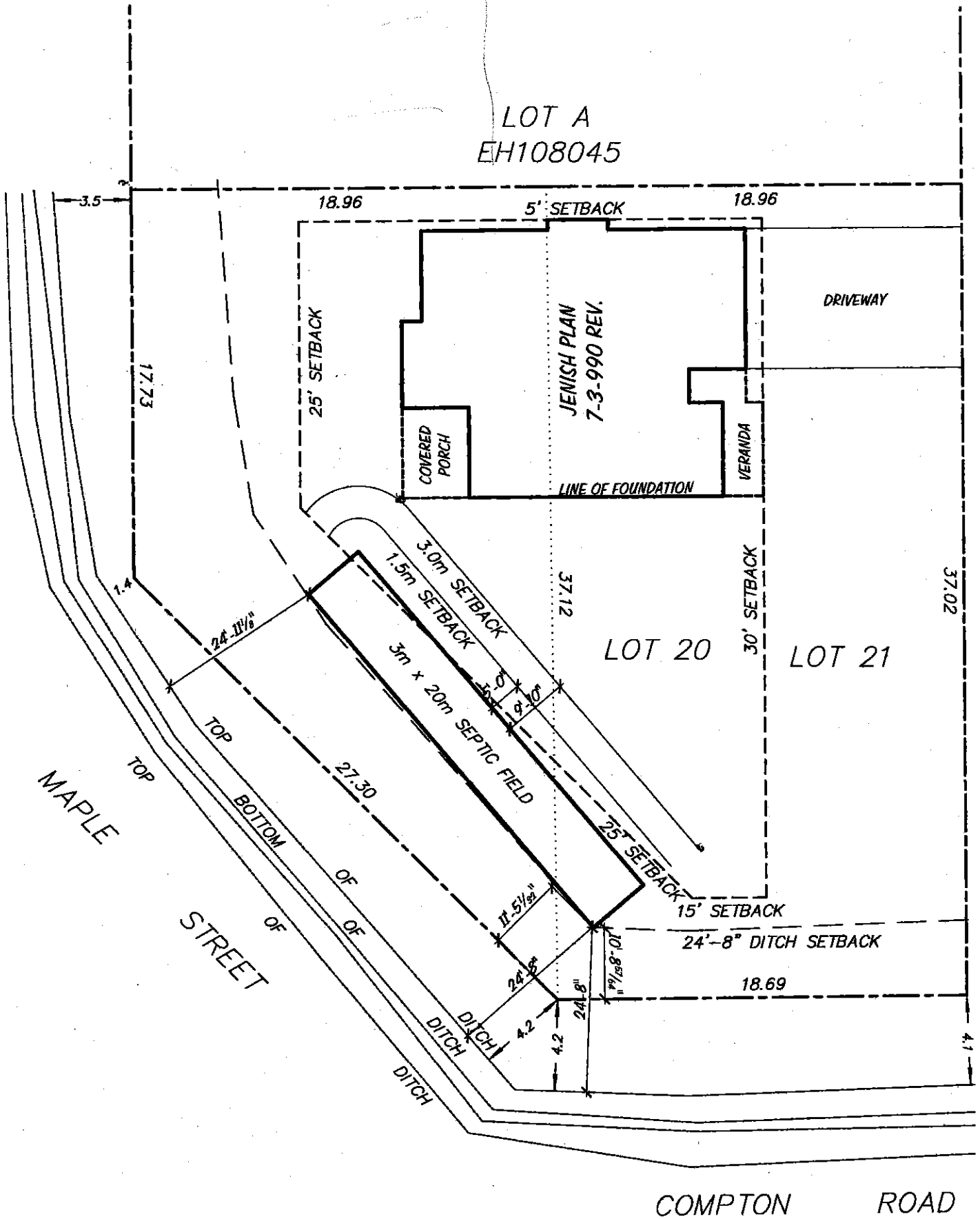
Mike Irg, MCIP, RPP
Manager of Planning and Development

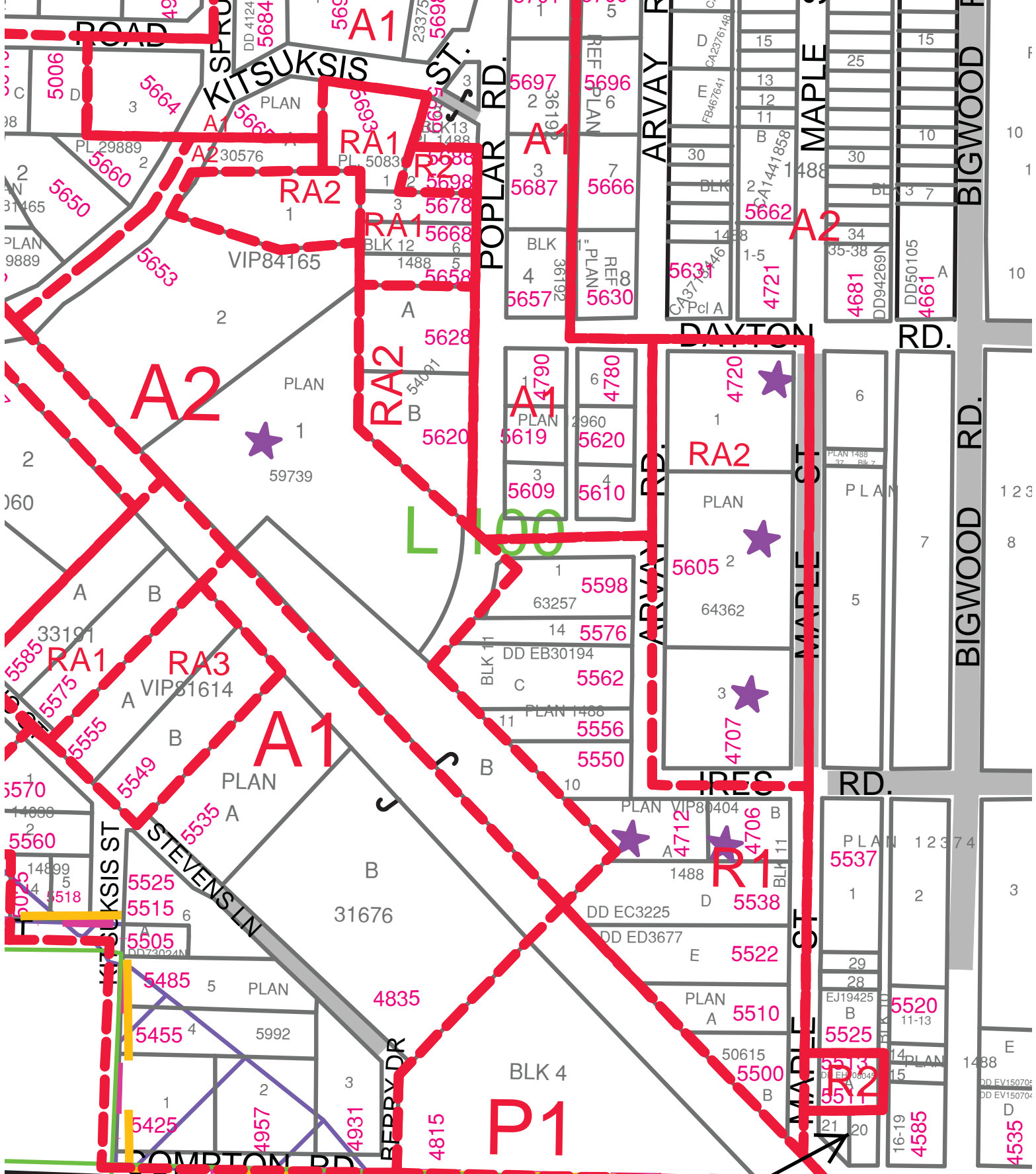


Reviewed by:

Russell Dyson, Chief Administrative Officer

LOT A
EH108045





SUBJECT PROPERTY

110

Temporary Use Permit Application

DATE: March 15, 2016

ACRD FILE NO.: TUP15017

APPLICANTS: Teletech Communications Ltd. (Heather Persons, agent)

LEGAL DESCRIPTION: LOT A, DISTRICT LOT 101, ALBERNI DISTRICT, PLAN 7121

LOCATION: 7962 Beaver Creek Road

ELECTORAL AREA: "E" Beaver Creek

APPLICANT'S INTENTION: The applicant intends to construct a +/- 1,000 ft² commercial building which will include a coffee shop, general merchandise/food store and a craft distillery with associated on site tasting room and retail sales. The temporary use permit is required for the craft distillery use.

Recommendation:

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

Procedure: Prior to the issuance of a Temporary Use Permit, the Board must first pass a resolution to consider issuing the permit. Staff then notifies neighbouring property owners and tenants, and publishes a notice in the newspaper to afford the public an opportunity to make written or verbal submissions to the Board. At the subsequent meeting, the Board issues or denies the Temporary Use Permit.

Observations:

- i. **Status of Property:** The subject property is 0.14 ha (0.34 ac) in area and is currently vacant with no improvements. The property was previously the site of the Stamp Falls General Store and single gas pump dating from the mid 1950s until the commercial operation was shut down in the mid 1990s. The store building, garage and attached dwelling were demolished and removed from the site in 1997 leaving the property vacant. The lot is level and cleared.

TUP15017

The current property owner hired Lewkowich Engineering Associates to prepare a Phase I Environmental Site Assessment dated October 2014. The assessment investigated the potential for soil, surface and groundwater contamination on the property and adjacent land. The report recommended that a Phase II investigation of the site would be required based on the historical presence of a vehicle garage, an underground gasoline tank and fuel pump infrastructure on the northern part of the site.

Lewkowich Engineering completed the Phase II Preliminary Site Investigation and prepared a report dated December 2014. The scope of this report was to investigate an area of potential concern near the previous fuel pump and underground fuel storage. The study included test pits and soil samples. After analyzing soil samples the report concludes that there is no significant contamination of the site or surroundings and that no further investigation or remediation would be required.

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal. A new septic system would be designed and installed by a Registered On-Site Wastewater Practitioner as a condition of the building permit.
- b. **Water Supply:** Beaver Creek Water System.
- c. **Fire Protection:** Beaver Creek Volunteer Fire Department.
- d. **Access:** The property is accessed from Beaver Creek Road in a location with clear visibility and long sight lines. The site plan provided with the application shows a proposed 18 foot wide asphalt access road along the east property boundary. The plan also shows 7 designated parking spots along the north boundary adjacent to the road with 55 feet of clearance between the proposed building and the road right-of-way.

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

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Beaver Creek OCP designates the property as "Commercial Use". The Commercial Use objectives are to:
 - i. Facilitate the establishment and operation of small scale commercial development that is compatible with Beaver Creek's predominantly rural character (Objective 5.1.1); and
 - ii. Encourage tourism and other economic development opportunities (Objective 5.1.2).

Policy 5.2.3 states that the Regional District will support existing commercial enterprises as well as new enterprises that wish to establish a small scale, local service business in commercially designated areas outside the main transportation corridor.

TUP15017

Policy 3.2.10 allows a temporary use permit to be considered in appropriate areas in all land use designations, in accordance with the *Local Government Act*.

There are no Development Permit Areas that impact this property.

The proposed local commercial use complies with the policies of the Beaver Creek OCP and the issuance of a temporary use permit to allow the craft distillery is permitted in all OCP land use designations.

- c. **Zoning:** The property is zoned Highway Commercial (C4) District. The C4 District provides for the accommodation of vehicular-oriented commercial uses of low intensity.

Table 1: Bulk and Site Regulations for the C4 District

Tourist Commercial (C4) District	
Minimum Lot Area:	10,000 ft ²
Minimum Lot Width:	100 feet
Lot Coverage:	40%
Minimum Setbacks	
Front:	30 feet
Rear:	20 feet
Side:	20 feet

The proposed commercial use on this property would include a +/- 1,000 ft² commercial building that would house a small coffee shop with an area for small gifts and convenience items in one section and a small craft distilling operation in another section. The coffee shop would include a limited food menu and seating for 8 people. The micro distillery would include an area for sales of spirits on site as well as a small tasting area. The distillery may include a picnic area attached to the tasting area but will not include a lounge area or special event area. The intention is for customers to sample the spirits on site and then purchase the product and remove it from the premises. This will not be a primary drinking establishment.

The Tourist Commercial (C4) District permits food store and general merchandise store retail outlets provided the retail floor area does not exceed 2,000 ft² in floor area and also permits restaurants and similar uses. Food and beverage manufacturing industries are permitted in the Industrial Park (M1) District but there is no zone that specifically allows micro distillery or small scale craft distillery uses.

Under Section 493 of the Local Government Act, the Regional District may issue a Temporary Use Permit, by resolution, in areas where areas are designated in an Official Community Plan. A Temporary Use Permit may do one or more of the

TUP15017

following:

- i. Allow a use not permitted under the Zoning Bylaw;
- ii. Specify conditions under which the temporary use may be carried;
- iii. Allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

Where a temporary use permit is designated in an OCP, the Regional District must give notice to the public in accordance with the requirements of the Act which includes notifying the neighbouring property owners and tenants, and publishing a notice in the newspaper.

The Temporary Use Permit is valid for up to 3 years and may be renewed by the Regional District once. After this time has expired the property owner must apply to rezone the property to allow for the continued use or discontinue the specified use.

The coffee shop and general merchandise/food store is a permitted use in the Tourist Commercial (C4) District and the temporary use permit application would allow for the operation of the craft distillery under the conditions set out in the permit.

d. Temporary Use Permit:

Temporary Use Permit TUP15017 shall be subject to the following conditions:

- 1) This permit shall only be applicable to LOT A, DISTRICT LOT 101, ALBERNI DISTRICT, PLAN 7121.
- 2) This permit is issued for a craft distillery use.
- 3) Strict compliance with the requirements of a valid Manufacturer's License from the BC Liquor Control and Licensing Branch which may include a tasting room, retail sales of the product produced on-site and picnic area.
- 4) No lounge or special event area permitted on-site.
- 5) Operating hours of craft distillery tasting room and retail sales shall be no later than 8pm.
- 6) Annual production shall be no more than 15,000 L of distilled spirits per year.
- 7) This permit is valid for three (3) years from the date of execution.

TUP15017

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

Comments:

1. Planning Department staff have been investigating micro brewery, cidery, winery and distillery uses in the updated Zoning Bylaw. The applicant approached the Regional District with the idea to develop the commercial building on this property with the associated craft distillery. After reviewing the options, it was determined that the temporary use permit application would allow for the distillery use to be developed while the new Zoning Bylaw is still going through the update process. If the temporary use is compatible and appropriate, planning staff can investigate including it as a permitted use in the new zone that will impact this property or require a separate rezoning application to allow the use on a more permanent basis.
2. The applicant is applying to the Liquor Control and Licensing Branch for a Manufacturer's License to allow for the distillery at the subject property. The Manufacturer's License allows for the production of distilled spirits as well as additional endorsements that would allow on-site sampling, retail sales, lounge and special event areas. The application process requires written confirmation from the Regional District that the site is zoned appropriately for a distillery and on-site retail store. There is no public input process required for the Manufacturer's License except where a lounge or special event area endorsement is applied for, which would be similar in process to the public input required for a Food Primary or Liquor Primary License for restaurants, bars, pubs, etc.

In 2013, the provincial government established two categories of distilleries in BC: "Commercial" and "Craft". To achieve the craft designation recognized by the province a distillery must produce no more than 50,000 litres of spirits per year and use 100% BC agricultural products to produce the alcohol from fermentation completed on-site by the distillery. The applicant will be setting out to achieve the craft distillery designation as recognized by the province although the annual production will be capped at 15,000 litres of spirits per year for the period of this temporary use permit.

3. While this property is fairly isolated from other commercial uses, it was kept as commercial through the 2013 update of the Beaver Creek Official Community Plan to allow for the return of local commercial uses in this neighbourhood. The coffee shop and food/general merchandise uses can be developed under the current zoning while the craft distillery use is intended to attract a broader commercial clientele to the area, specifically tourists visiting attractions such as the Stamp River Provincial Park, McLean's Mill and Chase and Warren Estate Winery.


The applicant has put a considerable amount of effort into designing a development plan that will first and foremost meet the engineering requirements for a food establishment and distillery operation but also provide an attractive site with the building having a farmhouse look with natural landscaping. Planning staff is of the opinion that the proposed development will be an improvement to the site and return a local commercial

TUP15017

establishment to an area that has been underserved since the previous operation at the site ceased a decade ago.

The property is located about 400 metres west of the Kackaamin Family Development Centre on Beaver Creek Road which is a family healing and addiction recovery centre. Through the neighbour notification process staff will refer this development application to the Kackaamin Board of Directors for their review. Consideration will be given to the fact that the temporary use permit will only allow for the craft distillery with on-site retail sales and tasting room while the existing C4 District zoning would allow for a restaurant or similar establishment which could include an application for a Food Primary or Liquor Primary License.

Submitted by: 
Alex Dyer, Planner

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


Russell Dyson, Chief Administrative Officer

TUP15017

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

Describe the proposed development of the subject property.

A building (30' x 32') would hold a very small craft distilling operation and a very small coffee shop with a few gifts and convenience items. It would be designed with a farmhouse look—white shingles with black trim to fit in with the building next door and country ambiance. It would be nicely landscaped.

Reasons and comments in support of the application

The property in consideration is on Beaver Creek Road which includes visitor attractions such the Stamp Falls Provincial Park, and just off the road, McLean Mill and the Chase and Warren winery. The Stamp Falls Coffee Shop and Stamp Falls Distillery are meant to be a destination for visitors—including tourists, visitors from other local communities such as Qualicum Beach and Ucluelet, and people who live in the city who want a weekend outing that might include a visit to the Stamp River Provincial Park, McLean Mill or the winery. The property would be landscaped, ideally including trees and shrubs that had flowers in most months of the year.

A goal is to add to the rationale for people visiting the Port Alberni area to spend a little more time here rather than driving straight through to other destinations such as Tofino.

That being said, even though it is designed to be a very small distillery, much of the product would be sold offsite. The expectation is that there would be half a dozen visitors at a time on a good day.

The gift area of the coffee shop although small would include items of interest to tourists but would also focus on local crafts and it might be possible to showcase a local crafts person for a few hours on summer weekends. The Alberni area has a history of crafts and artisan production and is home to many people who create pottery, quilts, woodwork and knitting either part time or fulltime. It would also carry a few convenience items such as milk and bread for people camping at Stamp Falls and even local residents (although it is the type of community where someone who ran out of milk would be likely to borrow some from a neighbour).

The distillery would be used to demonstrate the farm to distilling process and ideally a little corn might be grown in a neighbouring field.

Our slogan will be “bringing the country life home.” Everything that we sell will be designed to enable people to create special moments at home in which for a short time they can relax and savour an attractive environment with family and friends. In other words, quality of experience will be emphasized and not quantity.

Teletech Communications Ltd.

7950 Beaver Creek Road
Port Alberni, BC, V9Y 8N2

Mr. Alex Dyer
Planner
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC, V9Y 2E3

December 15, 2015

Dear Mr. Dyer:

On behalf of my company, Teletech Communications Ltd., owner of the commercial property at 7960 Beaver Creek Road, Port Alberni, BC, I am requesting a temporary adaptation to the existing commercial zoning. The following provides information requested in the application for development.

Describe the proposed development of the subject property.

This adaptation would enable construction and operation of a building on the property (30' x 32') that would house a small coffee shop (seating for eight) with a few gifts and convenience items in one section and a small craft distilling operation on another section. The building would be designed with a farmhouse look—white shingles with black trim to fit in with the building next door and create country ambiance. It would be nicely landscaped.

Reasons and comments in support of the application.

The property in consideration is on Beaver Creek Road which includes visitor attractions such the Stamp River Provincial Park, and just off the road, McLean Mill and the Chase and Warren winery. The Stamp Falls Coffee Shop and Stamp Falls Distillery are meant to be an attraction for visitors—including tourists, visitors from other local communities such as Qualicum Beach and Ucluelet, and people who live in the city who want a weekend outing that might include a visit to the Stamp River Provincial Park, McLean Mill or the winery. The property would be landscaped, ideally including trees and shrubs that had flowers in most months of the year.

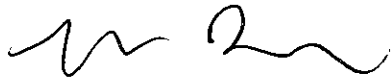
Many people are not aware of the natural beauty of the area and the amenities and activities that are available. A goal would be to be to increase incrementally the places of interest, activities, and small business offerings currently at hand. This destination would add to the many reasons for spending a little time in the Alberni-Clayoquot region as opposed to driving straight through to other destinations such as Tofino. . The Alberni area has a history of crafts and artisan production and is home to many people who create pottery, quilts, woodwork and knitted goods and this development, in a small way, would build on that narrative.

That being said, even though the building is designed to house a small coffee and gift shop and a small distillery, the expectation is that there would be half a dozen visitors at a time on a busy summer day.

The distillery would be used to demonstrate the farm to distilling process and could contribute to the agro-tourism theme in the region. Ideally a little corn or barley might be grown in a neighbouring field and used as part of this presentation. This would be a relatively expensive product for customers in comparison to what they could find in a liquor store and the emphasis would be on creating a few moments at home to relax and savour a superior spirit in an attractive environment with an elegant glass. In other words, quality of experience will be emphasized and not quantity. While some bottles of spirits would be sold onsite, most of the production would be sold offsite.

The coffee shop would have a limited menu. The gift area of the coffee shop although small would include items of interest to tourists but would also focus on local crafts and it might be possible to showcase a local crafts person for a few hours on summer weekends. It would also carry a few convenience items such as milk and bread.

Best regards,

A handwritten signature in black ink, appearing to read 'Heather Persons', with a stylized, flowing script.

Heather :Persons
Teletech Communications Ltd.

TOPOGRAPHIC SITE PLAN OF LOT A, DISTRICT LOT 101, ALBERNI DISTRICT, PLAN 7121.
SCALE 1:150

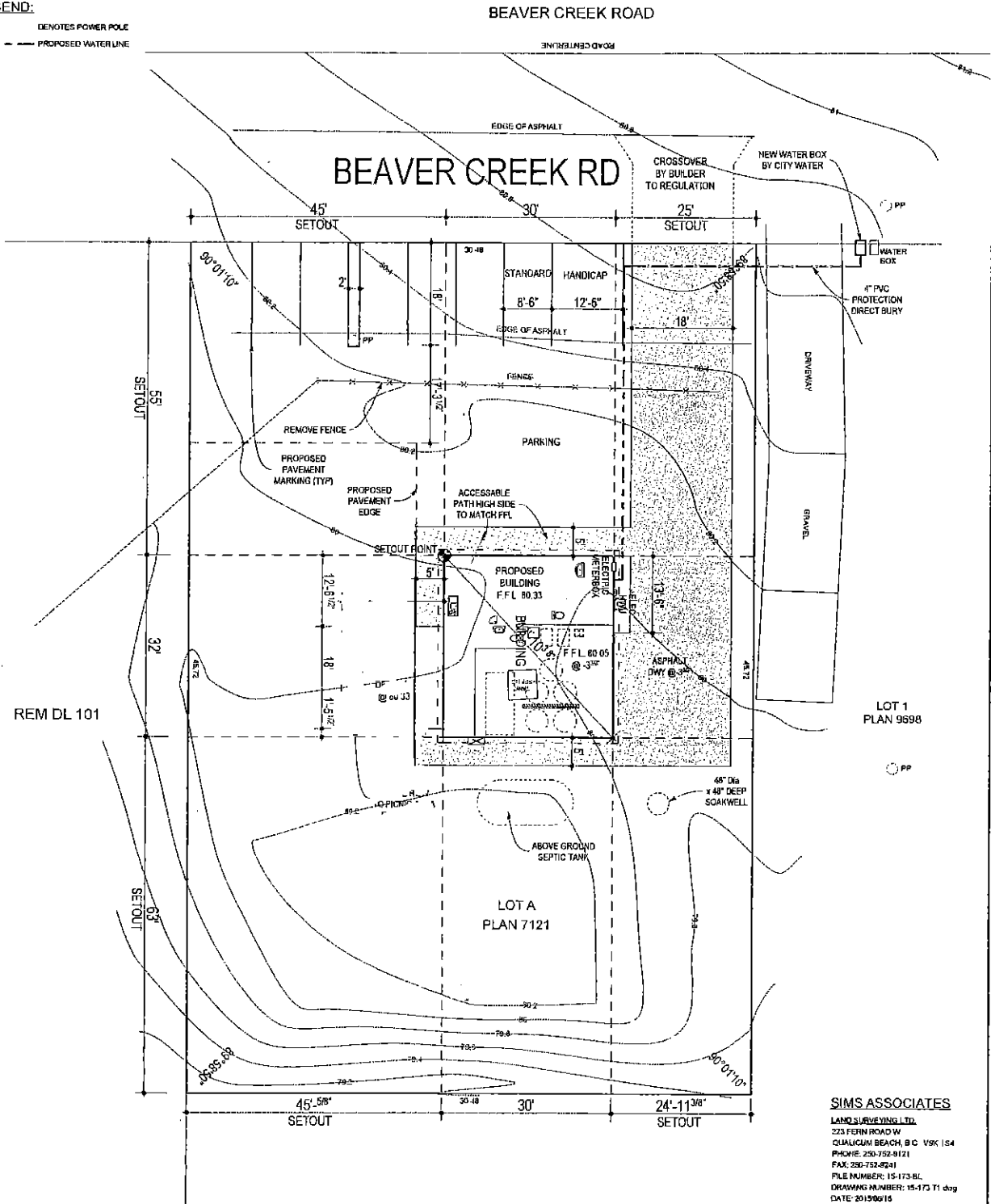
THE INTENDED PLOT SIZE IS 432mm IN WIDTH AND 560mm IN HEIGHT (C SIZE) WHEN PLOTTED AT A SCALE OF 1:150

NOTES:

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE INDICATED
ELEVATIONS ARE IN METRES AND ARE GEODETIC DERIVED FROM DUAL-PHASE GNSS OBSERVATIONS
CONTOUR INTERVALS 8' (2.2 METRES)

LEGEND:

PP ○ DENOTES POWER POLE
- - - - - PROPOSED WATER LINE



SIMS ASSOCIATES
LAND SURVEYING LTD.
223 FERN ROAD W
QUALICUM BEACH, B.C. V9K 1S4
PHONE: 250-752-9121
FAX: 250-752-9241
FILE NUMBER: 15-173-BL
DRAWING NUMBER: 15-173 T1.dwg
DATE: 2015/06/15

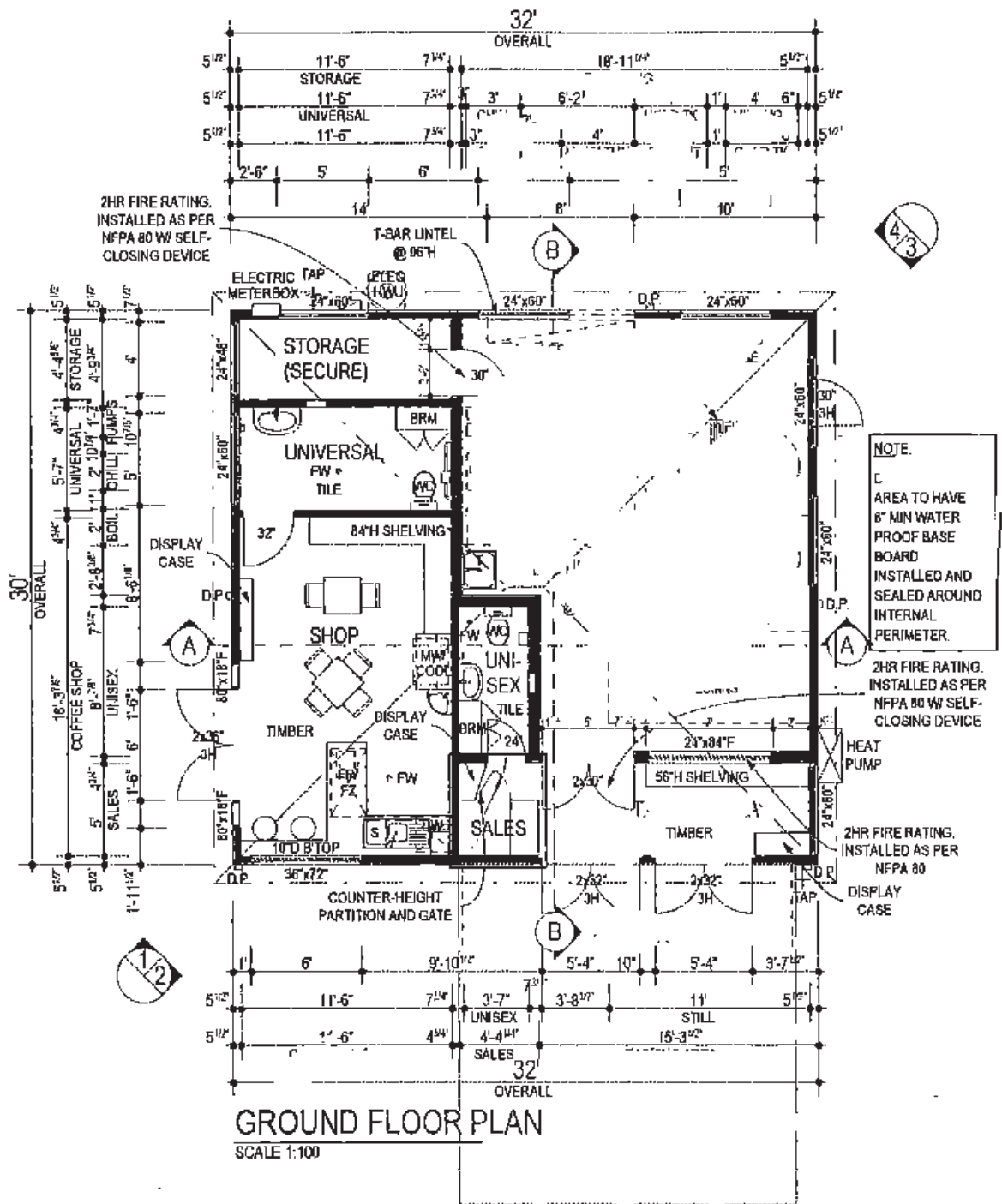
REVISION	VO #	ORN	DATE	CHK
CONTRACT		GJS	15/06/24	

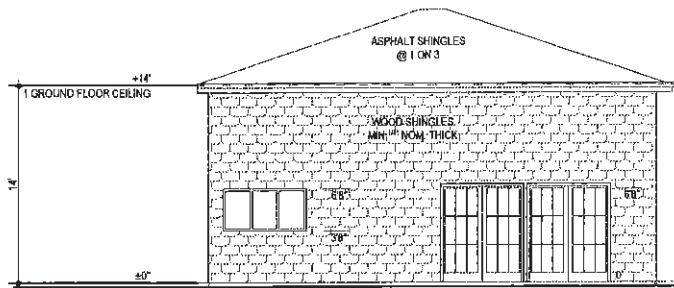
CLIENT: PERSONS
DATE: _____
CLIENT: _____
DATE: _____
BUILDER: _____
DATE: _____

CLIENT: PERSONS
ADDRESS: LOT A, D.L. 101
7960 BEAVER CREEK RD
ALBERNI CLAYOQUOT

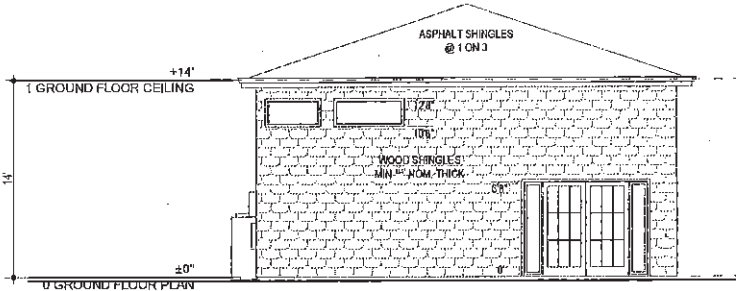
ADDRESS	DATE
MAP REF	15/06/24
COASTAL CATEGORY	ENGINEERS DETAIL
HOME ID	SHEET #
	9 OF 9

120

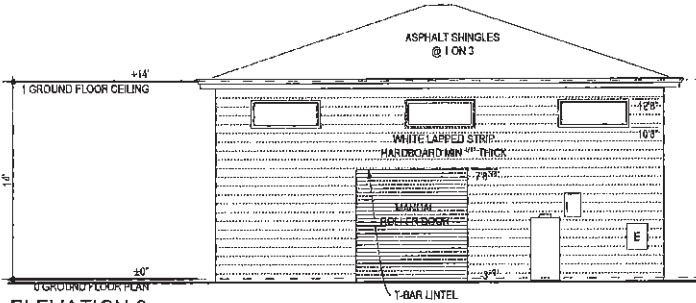




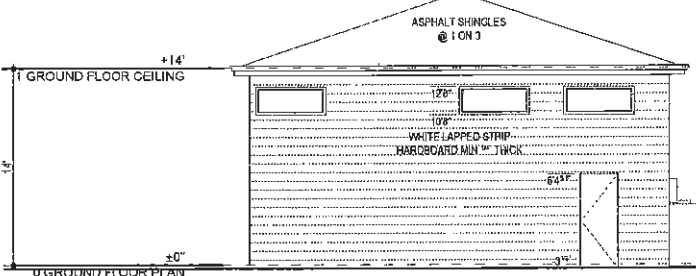
ELEVATION 1
SCALE 1:100



ELEVATION 2
SCALE 1:100



ELEVATION 3
SCALE 1:100



ELEVATION 4
SCALE 1:100

REVISION	VO #	DRN	DATE	CHK
CONTRACT		GJS	15/06/24	

CLIENT:

DATE:

CLIENT:

DATE:

BUILDER:

DATE:

CLIENT:
PERSONS

ADDRESS:
LOT A, D.L. 101
7960 BEAVER CREEK RD
ALBERNI CLAYOQUOT

MODEL #	DATE
APP REF	WIND RATING
COASTAL CATEGORY	EROSIONS DETAIL
FORM ID	SHEET #
	2 OF 9

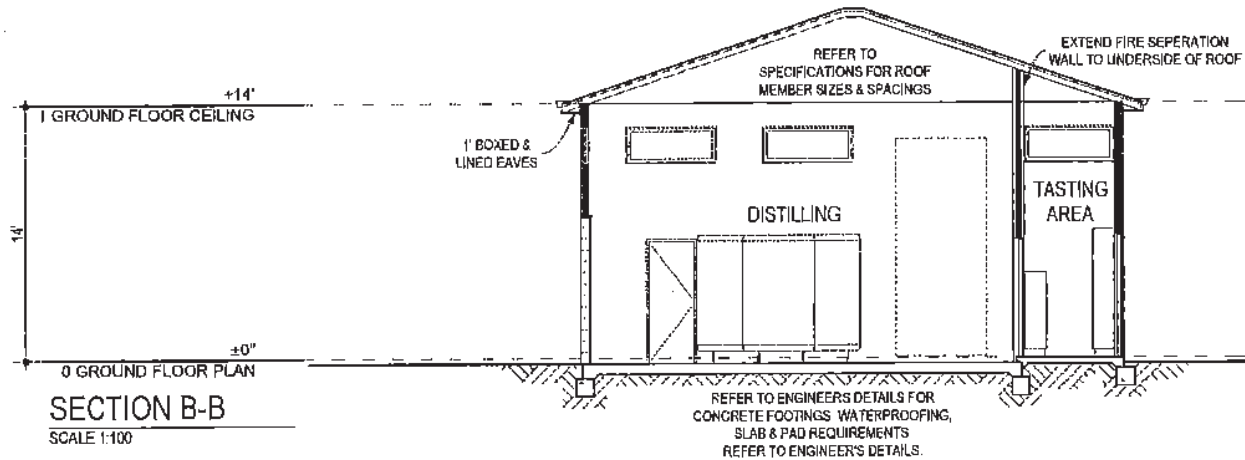
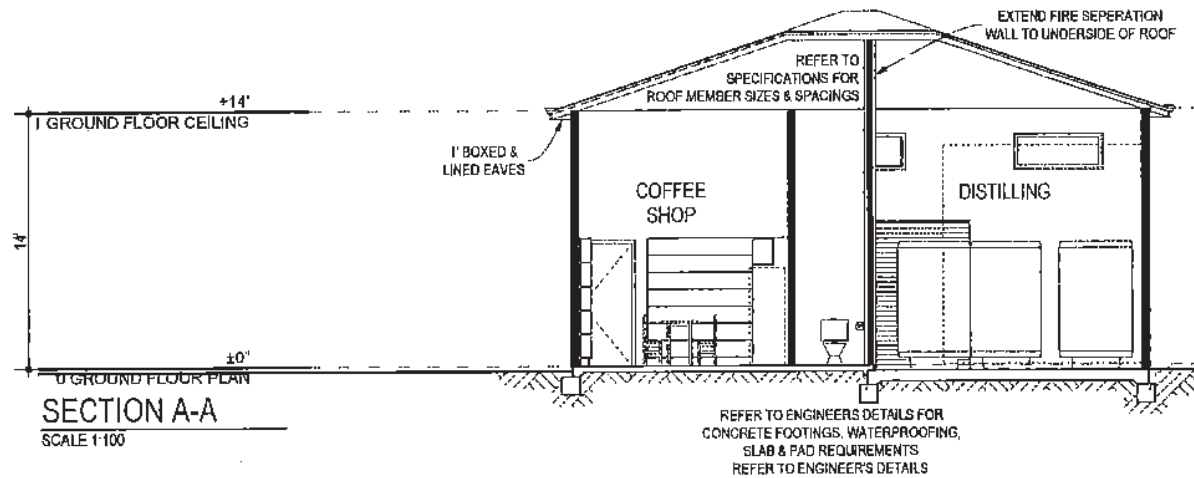


Figure 3: View towards Beaver Creek Road from access road on west side of lot.

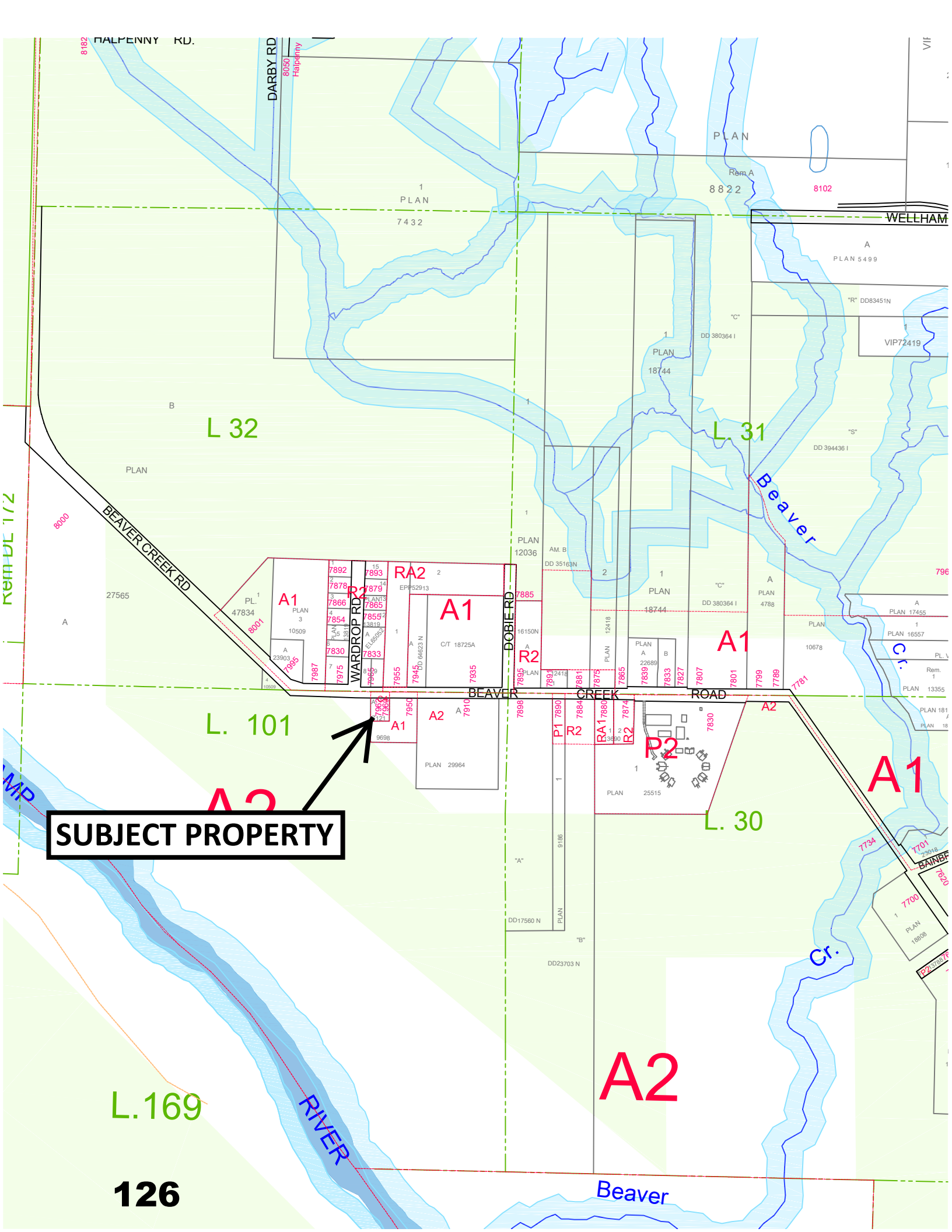


Figure 4: View to east towards adjacent property from south side of lot.



Figure 5: Pavement on Beaver Creek Road shoulder in front of former store.





8182

DALPENNY RD.

DARBY RD

8050 Halpenny

PLAN

8822

8102

PLAN

7432

WELHAM

PLAN 5499

"R" DD83451N

VIP72419

"S" DD394436 I

L 32

L 31

Beaver

Rem-BL 172

8000

BEAVER CREEK RD

PLAN

47834

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L. 101

A2

SUBJECT PROPERTY

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L. 30

A1

MP

L.169

126

A2

Beaver

Cr.

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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1340

OFFICIAL ZONING ATLAS AMENDMENT NO. 685

A bylaw of the Regional District of Alberni-Clayoquot to amend Bylaw No. 15, being the “Regional District of Alberni-Clayoquot Zoning By-law No. 15, 1971”.

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a zoning bylaw after a public hearing and upon the affirmative vote of the directors in accordance with Sections 464, 465, 470, and 479 of the *Local Government Act*;

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

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

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1340.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning THAT PART OF BLOCK 9, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 1901 LYING TO THE EAST OF CHERRY CREEK ROAD, AS SAID ROAD IS DEDICATED BY SAID PLAN from Small Holdings (A1) District to Acreage Residential (RA3) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.

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

Read a first time this 27th day of January, 2016
Public Hearing held this 2nd day of March, 2016
Read a second time this 9th day of March, 2016
Read a third time this 9th day of March, 2016

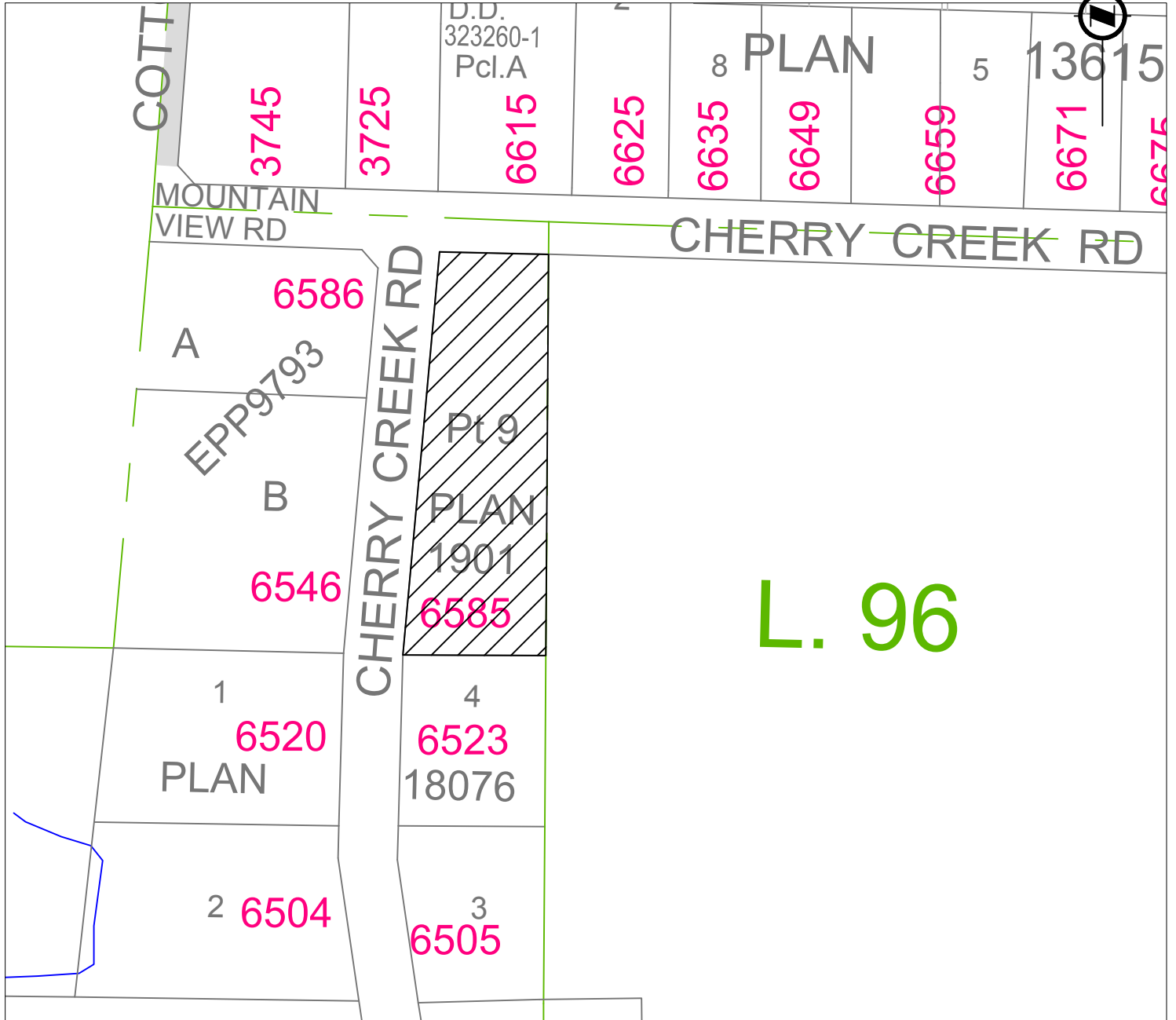
Adopted this day of , 2016

Russell Dyson, CAO

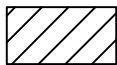
Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1340



Legal Description: THAT PART OF BLOCK 9, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 1901 LYING TO THE EAST OF CHERRY CREEK ROAD, AS SAID ROAD IS DEDICATED BY SAID PLAN



To rezoned from Small Holdings (A1) District to Acreage Residential (RA3) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000



REQUEST FOR DECISION

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

From: Heather Adair, Planner

Meeting Date: March 23, 2016

Subject: Proposed Management Approaches for Marbled Murrelet & Northern Goshawk

Recommendation:

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

Desired Outcome:

An opportunity for the Board of Directors to provide meaningful input into the Ministry of Forests, Lands and Natural Resource Operations proposed management approaches for Marbled Murrelet & Northern Goshawk. These approaches seek to meet commitments in the *'Accord for the Protection of Species at Risk in Canada'* and the *'Canada-British Columbia Agreement on Species at Risk'*.

Background:

The Province is currently engaging with stakeholders who may be affected by the proposed management approaches for Marbled Murrelet & Northern Goshawk. The province is requesting feedback from affected stakeholders by March 31, 2016.

The Marbled Murrelet are small seabirds that are a species at risk listed as 'Threatened' under the federal *Species at Risk Act* and are provincially 'Blue' listed. Their at-risk status is due mainly to the loss and fragmentation of their old-growth nesting habitat and due to threats in their marine habitats where they feed. Significant protection of MAMU habitat is in place through various types of conservation designations (e.g., Parks & Protected Areas, Land Act Reserves, Old Growth Management Areas, Wildlife Habitat Areas). It is estimated that an additional 210,000 hectares of MAMU habitat would have to be protected in order to achieve the federal minimum thresholds that would be applied to Crown lands only. Proposed actions in 2016 also include engaging with private land holders to encourage shared stewardship of Marbled Murrelet habitat on non-Crown land, particularly in the East Vancouver island

MISC16003

Conservation Region.

The Northern Goshawks are raven-sized raptors that live in mature and old-growth forests in coastal BC and are listed as 'Threatened' under the federal *Species at Risk Act* and are provincially 'Red' listed. Their at-risk status is due mainly to their small population size and the loss and fragmentation of their nesting and foraging habitat. The proposed BC management approach for breeding areas is to, by 2020, protect 95 new NOGO breeding areas around occupied nests, including 30 in the Vancouver Island Conservation area. The federal critical habitat for breeding areas is described as an approximately 200 hectare reserve. The science to support foraging habitat management requires further investigation. Managing for foraging habitat (in addition to breeding habitat) could have significant socio-economic implications. Proposed actions in 2016 also include engaging with private land holders to encourage shared stewardship of Northern Goshawks on non-Crown land, particularly in the Vancouver island Conservation Region.


A strong socio-economic analysis will help to assess the costs of these management plans and the benefits to be achieved from implementing these plans.

Time Requirements – Staff & Elected Officials:

Minimal staff time to draft the letter to the Province.

Policy or Legislation:

Although the proposed management approaches for the Marbled Murrelet & Northern Goshawk are intended for Crown land, the Regional District could monitor the direction of the Province and consider employing the final management approaches on Alberni-Clayoquot Regional District properties where possible, and encourage these management approaches on private property within the Regional District.

Submitted by: 
Heather Adair, Planner

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


Russell Dyson, Chief Administrative Officer

MISC16003

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

REQUEST FOR DECISION

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

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

Date: March 16, 2016

Subject: Development Procedures and Fees Bylaw

Recommendation:

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

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

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

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

Desired Outcome:

The proposed procedures and fees bylaw provides for a clear development application process, incorporates the fees structure and delegates development permits to staff that deal with protection of the natural environment and protection of development from hazardous conditions. This will enable a more efficient development permit process while meeting the requirements of the Electoral Area OCPs and *Local Government Act*.

Summary:

At the November 4, 2015 Electoral Area Directors Committee meeting, the Committee directed staff to prepare a procedures bylaw that would delegate the authority to issue certain development permits to staff. Bylaw P1342 delegates protection of the natural environment and protection of development from hazardous conditions to staff and sets out the procedures to appeal a staff decision to the Board. Form and character development permits for commercial, industrial and multi-family developments will still be reviewed by the area APC and approved by the Board.

When processing development permits that are delegated to staff, planning staff will first refer the development permit report to the area director, similar to what is the current practice for

crown lease and miscellaneous referrals.

Background:

See the attached October 26, 2015 staff memorandum to the Electoral Area Directors Committee.

Time Requirements – Staff & Elected Officials:

If adopted, Bylaw P1342 will reduce the number of development permits that are reviewed by the local APC and approved by the Board. This will allow development permits to be issued in a timely manner.

Financial:

There are no financial implications.

Policy or Legislation:

The *Local Government Act* states that the Board must approve development permits, by resolution, under Section 490 unless the local government delegates the power to issue development permits, by bylaw, under Section 229.

The bylaw will also increase the public notice requirements for development applications under Part 14 of the *Local Government Act* including public hearings related to zoning or OCP amendments, development variance permits, temporary use permits and phased development agreements. Public notice for the above noted development applications shall be mailed or otherwise delivered to owners and occupants of parcels located within 100 metres of the subject property. Currently, the ACRD Zoning Bylaw requires that notification is sent to all owners and occupants within 60.96 metres (200 feet) of the subject property under application.

Options Considered:

The other option is to maintain the status quo and for the APC to review the development permit and for the Board to approve.



Submitted by: _____

Mike Irg, Manager of Planning and Development

Approved by: _____

Russell Dyson, Chief Administrative Officer



MEMORANDUM

To: Russell Dyson, CAO, and the Electoral Area Directors Committee

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

Date: October 26, 2015

Subject: Development Variance Permit Procedures

Recommendation:

That the Electoral Areas Committee direct staff to prepare a Development Approval Procedures Bylaw that includes a section that delegates the power to issue Development Permits, under sections 919.1 (1) (a) protection of the natural environment and (b) protection of development from hazardous conditions only, to the CAO.

Desired Outcome:

To provide an efficient review time while meeting the development permit guidelines set out in the ACRD Official Community Plans.

Background:

All of the ACRD Electoral Area Official Community Plans now include new development permit areas for both; protection of the natural environment under Section 919.1 (1) (a) of the *Local Government Act* and protection of the development from hazardous conditions under Section 919.1 (1) (b) of the *Local Government Act*. As a result the ACRD is seeing a significant increase in applications for these types of development permits.

There has been discussion both at the Regional Board level and amongst the six Advisory Planning Commissions about the process for reviewing and approving these development permits. To apply for these two types of development permits a report, with recommendations, is required from a professional biologist or a geotechnical engineer. The professional biologist or a geotechnical engineer recommendations then form the development permit requirements prepared by ACRD planning staff. If the development permit application meets the ACRD's development permit guidelines and complies with the professional's recommendations, the development permit must be issued.

As part of the new zoning bylaw review, planning staff will prepare a draft Development Approval Procedures bylaw. Currently, development application requirements are included within the zoning bylaw. As part of a development approval procedures bylaw, the Board may delegate some or all development permit approvals to staff. This must be done by bylaw.

Staff recommends only development permits for protection of the natural environment and protection of development from hazardous conditions be delegated to the CAO. Other development permits, which currently include form and character development permits for commercial and industrial developments, would be reviewed by the APC and approved by the Board.

Policy or Legislation:

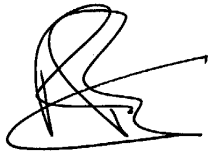
The Local Government Act states that the Board must approve development permits under Section 920 unless the local government delegates the power to issue development permits, by bylaw under sections 895 and 920 (12) of the *Local Government Act*. The Act contains a provision for an applicant to have the Board review a development permit that was denied by staff.

Options Considered:

The other option is to maintain the status quo and for the APC to review the development permit and for the Board to approve.



Submitted by: _____
Mike Irg, Manager of Planning and Development



Reviewed by: _____
Russell Dyson, Chief Administrative Officer



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1342, 2016

A bylaw to establish development procedures and fees within the Regional District of Alberni-Clayoquot in accordance with Part 14 of the *Local Government Act*

WHEREAS the Board of Directors of the Regional District of Alberni-Clayoquot has adopted official community plans and a zoning bylaw;

AND WHEREAS the Board has designated areas within which development permits may be required;

AND WHEREAS the Board may, pursuant to Section 229 of the *Local Government Act*, delegate its powers, duties and functions to an officer or employee of the regional district;

AND WHEREAS the Board may from time to time issue temporary commercial use permits or temporary industrial use permits;

AND WHEREAS the Board must, pursuant to Section 460 of the *Local Government Act*, by bylaw, establish procedures to amend a plan or bylaw or to issue a permit;

AND WHEREAS the Board may, pursuant to Section 462 of the *Local Government Act*, by bylaw, impose fees for applications and inspections;

AND WHEREAS the Board may, pursuant to Section 466 of the *Local Government Act*, by bylaw, impose requirements for the posting of notification signs on properties that are subject to a proposed development;

AND WHEREAS the Board may, pursuant to Section 502 of the *Local Government Act*, require that the applicant for a permit under Part 14 of the *Local Government Act* provide security in an amount stated in the permit in a form satisfactory to the Board;

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

1. Citation

This Bylaw may be cited for all purposes as “Development Procedures and Fees Bylaw P1342, 2016”.

2. Schedules

The following Schedules are attached to, and form part of, this Bylaw:

- a) Schedule “A” – Application for Development
- b) Schedule “B” – Application Fees

3. Purpose and Scope

- a) The purpose of this Bylaw is to establish procedures for applications and referrals including the establishing of fees, forms, procedures and delegated authorities.
- b) This Bylaw shall be applicable to all lands and surface of the water within the Alberni-Clayoquot Regional District (ACRD) that are subject to any permit or application procedures as outlined in this Bylaw.
- c) This Bylaw applies to the following applications, permits and referrals to the ACRD:
 - i. bylaw amendments to Official Community Plans (OCPs) and Zoning Bylaw,
 - ii. the issuance of development permits and development variance permits,
 - iii. the issuance of temporary commercial use permits and temporary industrial use permits,
 - iv. subdivision application referrals,
 - v. Agricultural Land Reserve applications,
 - vi. discharge or consent to amendment of a Restrictive Covenant to which the ACRD is a signatory or named party,
 - vii. file review in response to a letter requesting a review of many aspects of a parcel’s status such as present or historical zoning, building permits, bylaw enforcement and other permits, and
 - viii. requests to extend the term limit of a development permit or development variance permit.
- d) Schedule “A” and “B” attached hereto and forming part of this Bylaw are hereby adopted as the planning procedures and fees for the Alberni-Clayoquot Regional District.

4. Applications

- a) Applications listed in Section 3 shall be made by the owner of the land involved or by a person authorized by the owner.
- b) Applications for amendments or permits shall be made to the ACRD, on the applicable form, attached hereto as Schedule "A" of this Bylaw.
- c) Applications shall contain all the information required by the application form.
- d) Applications for subdivision shall be made through the Ministry of Transportation and Infrastructure (MoTI). A referral fee request shall be sent to the applicant by the ACRD upon receipt of the application referral from MoTI. Receipt of the requested fee is required prior to the ACRD providing a response to MoTI.
- e) If there is a change of ownership of property or land that is the subject of application or referral, the Manager of Planning and Development may require an updated State of Title Certificate and written authorization to proceed with the application from the new owner prior to proceeding further with an application or referral.
- f) Where an applicant under this Bylaw has not pursued the application for a period of twelve months, after being asked by ACRD staff to provide further information or to follow a procedure outlined in this Bylaw, the application is deemed to be inactive, and the file will be closed. Any refund pursuant to Section 6) below will be issued at the time of file closure.
- g) Approximately three months before file closure or nine months into an inactive period, a warning letter will be sent to the applicant advising them that their file is about to become inactive.
- h) An application or substantially similar application may not be submitted in respect of the same development less than one year from the date of refusal of a previous application, unless the Board has agreed to such a reconsideration.
- i) The Board may, on receipt of an application to amend a plan or bylaw, resolve to proceed with an amendment bylaw or resolve not to proceed with the application. The Board may, on receipt of a permit application, resolve to proceed with or resolve not to proceed with the permit.
- j) The Board may initiate an amendment to a plan or bylaw without first receiving an application to amend.

5. Delegation

The Board hereby delegates to the CAO its authority for the issuance of development permits for the protection of the natural environment and the protection of development from hazardous conditions.

6. Comprehensive Development Area Applications

- a) Applications to develop CDAs shall be planned in collaboration with the ACRD, taking into account any unique features of the land, the protection of sensitive ecosystems, the benefits of utilizing planning tools such as density averaging and phased development, and the feasibility of a mix of land uses.
- b) Where land has been designated or is subject to a request to be designated as a Comprehensive Development Area (CDA) in an OCP, that land shall also be designated as a Development Approval Information Area (DAIA) in the OCP.
- c) Applications shall be accompanied by all information specified by DAIA Bylaw No. P1324 shall be provided to the Manager of Planning and Development.

7. Permit Term Limit Extension

Development permits and development variance permits issued by the ACRD contain term limits, otherwise known as expiration dates. The term limit forms part of the permit, and requests to extend the term limit are subject to approval by the ACRD Board or delegated authority.

Requests to amend the term limit of a permit may be considered for a maximum three-year extension, beyond which a new application for development permit or development variance permit is required. A written rationale for the extension must be submitted, accompanied by an application for development permit or development variance permit form, a current State of Title Certificate, application fee and updated project plans or drawings if applicable.

Where a first-time, one-year extension request has been made, the ACRD Board delegates approval authority to the Manager of Planning and Development. All other requests will be the subject of a Planning and Development Department report for consideration by the ACRD Board. Amended permits require registration with the Land Titles Office.

8. Fees

- a) At the time of an application listed in Section 3, the applicant shall pay to the ACRD an application fee in the amount prescribed in Schedule “B” of this Bylaw.
- b) A separate fee is payable in respect of each separate parcel of land that is the subject of an application or a referral, but only a single fee is payable in respect of an application involving only contiguous parcels of land.
- c) In the case of permit renewals, a fee of half (50%) of the applicable fee stipulated in Schedule “B” must be paid.

9. Fee Refund

- a) Where an application is withdrawn, in writing, by the applicant or has lapsed prior to referral of the application to other agencies or issuance of public notice or preparation of a staff report, the applicant shall be refunded 50% of the fees.
- b) When an application or referral has been processed in part and has lapsed due to inactivity or is incomplete and thus cannot be formally assessed, no refund shall be made.

10. Staff Duties, Reports and Processing

- a) Written reports prepared by staff of the Planning and Development Department shall be submitted to the appropriate Advisory Planning Commission (APC) and Electoral Area Director or more than one APC, as specified in an Official Community Plan, for applications for OCP amendments, zoning amendments and for development variance permits.
- b) In the case of development permits and Agricultural Land Reserve applications, these will not be sent to an APC unless the Director of the affected area specifically requests it.

11. Notification and Public Hearing

- a) The public notice requirements for development applications are prescribed in Part 14 of the *Local Government Act* and shall be issued in the following circumstances:
 - i. public hearing pursuant to Section 466 for an OCP or Zoning Bylaw amendment,
 - ii. issuance of a development variance permit,
 - iii. issuance of a temporary use permit, and
 - iv. phased development agreement.

- b) Public notice in any case noted in subsection a) above, other than development permit applications that do not incorporate a variance and Board of Variance applications, when required to be mailed, shall be mailed or otherwise delivered to the owners and occupants of parcels located within 100 metres of the subject property.
- c) The applicant may be required by the ACRD to erect or cause to be erected a sign on the subject property.
- d) Following a public hearing, the Board shall proceed in accordance with Section 470 of the *Local Government Act*.

12. Permit – Issuance or Refusal

- a) The Board may, in the case of an application for a development variance permit or temporary commercial or industrial use permit:
 - i. authorize the issuance of the permit, or
 - ii. authorize the issuance of the proposed permit as amended by the Board in its resolution, or
 - iii. table the permit, or
 - iv. refuse to authorize the issuance of the permit.
- b) Where an application for a permit as noted in a) above is approved and a permit is issued, the permit will be registered on title to the subject property.
- c) Where an application has been refused by the ACRD Board of Directors or the CAO, the Manager of Planning and Development or a nominated designate shall notify the applicant in writing within 30 days immediately following the date of refusal.

13. Appeal

- a) Where an application has been refused by the CAO, the applicant shall have the right to appeal the delegated decision to the ACRD Board of Directors.
- b) An applicant who wishes to appeal the decision of the CAO shall submit an appeal request in writing to the Manager of Planning and Development within 60 days of the date of the decision.
- c) Where an appeal request is received, the procedures set out in Section 8 of this Bylaw shall be followed.

14. Severability

If any word, section, subsection, sentence, phrase or schedule of this Bylaw is for any reason held to be invalid by the decision of any court or competent jurisdiction, the invalid portion shall be severed and the portion that is invalid shall not affect the validity of the remainder of this Bylaw.

15. Repealed

The Regional District of Alberni-Clayoquot Bylaw to Set Fees and Charges for Development Applications and Related Services Bylaw No. F1069 is hereby repealed.

READ A FIRST TIME this _____ day of _____, 2016

READ A SECOND TIME this _____ day of _____, 2016

READ A THIRD TIME this _____ day of _____, 2016

ADOPTED this _____ day of _____, 2016

Chairperson

CAO



ALBERNI-CLAYOQUOT REGIONAL DISTRICT
 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3
 Phone: (250) 720-2700 Fax: (250) 723-1327

APPLICATION FOR DEVELOPMENT

- | | |
|---|--|
| <input type="checkbox"/> Official Community Plan Amendment
<input type="checkbox"/> Zoning Map Amendment
<input type="checkbox"/> Zoning Text Amendment
<input type="checkbox"/> Development Permit
<input type="checkbox"/> Development Variance | <input type="checkbox"/> Minimum Parcel Frontage Waiver
<input type="checkbox"/> Board of Variance Application
<input type="checkbox"/> Temporary Commercial Use Permit
<input type="checkbox"/> Temporary Industrial Use Permit
<input type="checkbox"/> Other: _____ |
|---|--|

Applicant/Property Owner Information	Agent Information (if applicable)
Name:	Name:
Mailing Address:	Mailing Address:
Telephone:	Telephone:
Fax:	Fax:
Cell:	Cell:
Email:	Email:

• Legal Description: _____

• Particulars of Proposed Development:

- Existing OCP Designation: _____
- Proposed OCP Designation: _____
- Text Amendment: _____
- Existing Zone: _____
- Proposed Zone: _____
- Within the Agricultural Land Reserve (ALR)?: No Yes
- Within a Development Permit Area?: No Yes
- Method of Sewage Disposal: Community System Onsite Septic System Other
- Method of Water Supply: Community System Onsite Water System Other

• Other (explain): _____

• Describe the existing land use of the subject property: _____

- Describe the existing land use of lands adjacent to the subject property:

North: _____

South: _____

East: _____

West: _____

- Describe the proposed development of the subject property (attach additional pages if necessary):

- Reasons and comments in support of the application (attach additional pages if necessary):

- The following information is required. Failure to provide any of the following may delay the application.

A sketch/plan of the subject property showing:

- the legal boundaries and dimensions of the subject property;
- boundaries, dimensions, and area of any proposed lot (if subdivision is being proposed);
- the location of permanent building and structures on the subject property with distances to property lines;
- the location of any proposed building, structures, or additions hereto, with distances to property lines;
- the location of any existing sewage disposal systems and/or property water source; and
- topographic features (rock outcroppings, etc.).

- Additional or more detailed information may be requested by the Regional District following review or your application.

If the Regional District believes it to be necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a plan prepared by a registered BC Land Surveyor may be required.

I accept responsibility for delays in processing caused by incorrect or insufficient submission. Personal information contained on this form is collected under the *Local Government Act*. Contact the Planning Department if you have any further questions.

I hereby grant Regional District staff full right of access to the subject property, during the hours of 8:00 am until 4:30 pm, Monday to Friday, except statutory holidays, while this application is in effect; and

I/We hereby declare that the information provided in this application is, to the best of my/our knowledge, true and correct in all respects, and I/we enclose the required fee with this application.

NOTE: All items submitted as part of the application will not be returned to the applicant and are subject to the *Freedom of Information and Privacy Act*. All relevant correspondence will be provided to both the applicant and the agent when applicable.

Applicant/Owner Signature: _____

Applicant/Owner Signature: _____

Date: _____

Schedule 'B'

<i>all words and phrases have the same meaning assigned to them in the Local Government Act, relevant enactments, Alberni-Clayoquot Zoning Bylaw 1971, and amendments thereto.</i>		
	Application, Service, or Goods and Services	Fee
	Current Planning	
	The following fees and charges shall be paid by applicants in respect of the matters listed below.	
1	Official Community Plan (OCP) amendment application.	\$500.
2	Zoning Bylaw Amendment application, residential - under 2 hectares total area.	\$300.
3	Zoning Bylaw Amendment application, residential - over 2 hectares total area.	\$500. + \$2 / 0.1 ha. of the total site area.
4	Zoning Bylaw Amendment application, cottage and seasonal residential, or vacation rental.	\$750.
5	Zoning Bylaw Amendment application, agriculture, forest, small holdings, guesthouse, or duplex	\$1,000.
6	Zoning Bylaw (text) Amendment application to change or add a permitted use.	\$1,000.
7	Zoning Bylaw Amendment application, commercial, industrial, multi-family, institutional	\$2,500.
8	Zoning Bylaw Amendment application, Comprehensive Development.	\$5,000.
9	Temporary Commercial Use Permit or Temporary Industrial Use Permit.	\$300.
10	Minimum Parcel Frontage Waiver	\$250.
11	Province of B. C., Crown Land tenure application: (a) upland residential; (b) all other land uses.	\$300. \$500.
12	Letter of Zoning Confirmation application, (a) single family residential (b) all other zones	\$50. \$100.
13	Historic review of an old application, or a file.	\$75. + \$45. / hr. for research.
14	Statutory Advertising, for an application under the <i>Local Government Act</i> .	At cost.

Application, Service, or Goods and Services	Fee
<p>15 Development Permit application, in a Comprehensive Development Zone.</p> <p>Development Permit application, in a commercial / institutional / industrial / multi-family zone.</p> <p>Development Permit application, for a single family residential use: (a) in a watercourse (b) in an environmental Development Permit area</p> <p>Development Permit application, for a Not-for-Profit project for in-stream restoration, riparian habitat rehabilitation, or a trail: (a) within a watercourse; (b) within an environmental Development Permit area</p>	<p>\$1,500.</p> <p>\$750.</p> <p>\$100.</p> <p>No Fee.</p>
<p>16 Development Variance Permit application, in a Comprehensive Development Zone.</p> <p>Development Variance Permit application, commercial / institutional / industrial / multi-family.</p> <p>Development Variance Permit application, single family, cottage residential, and two family dwellings.</p>	<p>\$1,000.</p> <p>\$750.</p> <p>\$300.</p>
<p>17 Public Hearing to be paid prior to holding a hearing in connection with an application for a bylaw amendment or in respect of any matter that a Public Hearing is required under the <i>Local Government Act</i>.</p>	<p>\$500.</p>
<p>18 Inspection of a property where the access to the property is not available via a public highway.</p>	<p>at cost.</p>
<p>19 Board of Variance application, in all zones</p>	<p>\$300.</p>

Application, Service, or Goods and Services	Fee
<p>20 Documents</p> <p>The following fees and charges are payable for copies of the documents listed below. Fees are also payable for any documents sent by electronic transmission.</p> <p>Planning Official Community Plan (and draft OCP). Zoning Bylaw (and a draft bylaw). Report or plan (and a draft report or plan). Zoning or OCP plan or map. Zoning or OCP plan or map.</p> <p>Maps and Aerial Photos A1 size zoning map plot. A1 size base map plot. A0 size zoning map plot. A0 size base map plot.</p> <p>Customized Maps and Aerial Photos Color maps and/or aerial photos.</p> <p>Customized or color plots over 11" x 17"</p> <p>Photocopies black and white</p>	<p>\$10. (text only). \$15. (text only). \$20. (text only). \$5. each (black and white). \$10. each (in color).</p> <p>\$20. /sheet or plan produced. \$10. /sheet or plan produced. \$20. /sheet or plan produced. \$15. / sheet or plan produced. (black and white plots only)</p> <p>\$35. / hr. to prepare + \$25. / plot (up to 11" X 17").</p> <p>\$35. / hr. to prepare + \$35. / sheet or plan produced (min. \$35. deposit required)</p> <p>\$0.25 / page</p>
<p>SUBDIVISION</p> <p>The following fees and charges are payable by an applicant in respect of the subdivision of land under the Land Title Act and Strata Property Act.</p>	

Application, Service, or Goods and Services		Fee
21	Preliminary Application Review Fee: (a) lots 1-3 (b) lots 4-10 plus an additional (c) lots 11 or more, plus an additional Preliminary Application Review Fee in a CD Zone or ALR: (a) lots 1 -3 (b) lots 4 - 10, plus an additional (c) lots 11 or more, plus an additional. Form P Application Review Fee: (a) Form P Referral Review Fee (b) Form P Amendment Referral Fee	\$300; \$100. / lot; \$50. / lot. \$600; \$200. / lot; \$100. / lot. \$500.
22	Preliminary Application PLA amendment initiated by the applicant.	\$250.
23	Final Approval Final review or inspection.	\$50. for each lot or unit, plus the remainder.
24	Other Applications (a) Boundary Adjustment or Accretion (b) Conversion of a previously occupied building to a strata title.	\$300. \$500. plus \$100./ unit
	AGREEMENTS	
	The following fees and charges are payable in respect of agreements in respect of an application for a building permit, development permit, development variance permit, bylaw amendment, or subdivision.	
25	To prepare or review an agreement.	At cost.
26	To amend an agreement.	At cost.
27	To register or discharge an agreement in the Land Titles office.	At cost.
	APPLICATION REVIEW COSTS AND EXPENSES	
28	Consulting fees and expenses incurred by the Regional District to review an application.	At cost.
<i>taxes extra where applicable</i>		

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of March 18, 2016

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi Purpose Bike Path in the future.	Russell	Yuułuʔiłʔatḥ to respond
2.	July 10 th Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation.	Reconcil. Committee	In Progress
3.	April 9th Board	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings.	Reconcil. Committee	Committee to review status
4.	Feb. 11 th Board	Consult with affected interests of the AVRA expansion including Greenmax, SD#70, Ministry of Forests Lands and Natural Resource Operations, Coulson Group of Companies, AV Drag Racing Assoc. and Hupacasath First Nation and Tseshaht First Nation.	Russell	Ongoing
5.	May 27 th Board	Assessment of Tseshaht First Nation water system expansion to Bell & Stuart roads waiting further information from the Tseshaht First Nation.	Russell	TFN Assessing water system
6.	Sept. 16 th Special Board	Coastal Response Local Planning Committee to prepare a report outlining a local plan to participate in the June 2016 Coastal Response Exercise.	Russell	Contract to be drafted
7.	Sept. 16 th AV & Bamfield Services Comm.	A 3 person committee made up of the CAO, Chairperson Osborne and Director McNabb was established to continue to meet with the Tseshaht First Nation to discuss tenure at the AV Landfill - arrange next meeting.	Russell	Next steps requested of Tseshaht FN
8.	January 25 th AV & Bamfield	Staff to meet with Port Alberni City Council and share the results of the Organics Diversion Strategy for the Alberni Valley and come back to the ACRD Board with alternatives for implementing the Organics Diversion Strategy and resources required to implement the program for consideration during the 2016 - 2020 Financial Planning process.	Russell/ Andrew/ Janice	Plan adopted March 16 th
9.	January 27 th Board	Invite the Managed Forest Council to make a presentation to the ACRD Board and provide an update on their mandate.	Wendy	Presenting April 27 th
10.	February 10 th 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	Russell	

#	Date	Action Item	Assigned to	Target Date/Update
		with First Nations leaders with Nuu-chah-nulth Tribal Council President Deb Foxcroft.		
11.	February 24 Board	Invite representatives from North Island College to attend a Board of Directors meeting to present NIC's five year strategic plan - NIC Plan2020	Wendy	Done – Presenting April 27 th
12.	March 9 Board	Enter into an agreement with Island Health to receive \$31,733.39 a one-time grant funding to be used for the purpose of developing population level interventions that address the five modifiable health risk factors.	Wendy	Done
13.	March 9 Board	Adoption of Bylaw 856-9, cited as “Sproat Lake Fire Protection Service Area Amendment, 2016 – Advise property owners.	Wendy	Done
14.	March 9 Board	Forward a letter of support to West Coast Aquatic Stewardship Association for their grant application to RBC Blue Water Leadership.	Shelli	Done
15.	March 9 Board	Forward a letter of support to Cycle Alberni for their grant application to MEC.	Shelli	Done
16.	March 9 Board	Staff seek more information regarding the Carving on the Edge Festival, March 3, 2016 request for a Special Events Grant of \$1500.	Russell	Report March 23 rd Agenda
17.	March 9 Board	Staff seek more information regarding how the local legion benefits and do they see the value regarding the request for support for the Remembrance Project by sponsoring an advertisement space in the “Military Service Recognition Book” for the ¼ page (Full Colour) for the amount of \$565.00 including GST	Shelli	Done – March 23 Board Agenda package
18.	March 16 th Special Board	The Board adopted the recommendations of the AVICC on Solid Waste – Advise AVICC	Wendy	Done
Finance Department				
19.	March 9 Board	Renew UBCM Membership for 2016-2017.	Trisha	In progress
20.	March 9 Board	Amendments to the 2016 – 2020 Financial Plan prior to the second reading at the Public Consultation March 16, 2016	Andrew	Done
21.	March 9 Hospital	Board of Directors adopted “Alberni-Clayoquot Regional Hospital District 2016 Annual Budget Bylaw No. 120.”	Andrew	Done – Forwarding to agencies
22.	March 9 Board	Create an Emergency Plan 5 year Budget in 2017	Teri	April/May 2016
23.	March 16 th Special Board	The Board of Directors gave second reading to Bylaw cited as ‘2016 to 2020 Alberni-Clayoquot Regional District Financial Plan Bylaw No. F1125’ with	Andrew	Done

#	Date	Action Item	Assigned to	Target Date/Update
		amendments to the Alberni Valley Regional Water proposed service and the Cherry Creek Community Parks budget – Update for consideration of 3 rd and Final adoption on March 23 rd		
Environmental Services Department				
24.	May 11/11 th AV Comm.	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill.	Russell	In progress
25.	June 13/12 th BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners.	Luc	Design in progress – GPS Complete
26.	Oct. 10/12 th Board	Work with the Air Quality Council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal.	Russell	Drafting a bylaw for board review
27.	Nov. 13 th Board	The ACRD Board adopted the ACRD Contractor Safety and Coordination Policy as presented – Implement the Policy & provide copies to all ACRD Contractors.	Russell	In progress
28.	June 10 th 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	Site visit complete preparing procedures and practices
29.	Aug. 12 th Board	Prepare a report for the next West Coast Committee regarding review of lease rates at the Long Beach Airport.	Andrew/ Janice/Mark	In Progress
30.	Sept. 9 th Board	Refer the correspondence from the District of Tofino regarding working with Eco West on green infrastructure to staff for consideration and report back to the West Coast Committee and then the Board of Directors – Prepare a report for consideration at the October 7 West Coast Committee Meeting.	Andrew	In Progress
31.	February 10 th Board	Staff explore a possible application to the 2016 intake for the BC Air Access program for the AVRA medium intensity lighting at an estimated cost of \$1.5 million, and apply for any other grants or additional funding	Andrew/ Janice/Pat	Report March 23 rd

#	Date	Action Item	Assigned to	Target Date/Update
		options and report back to the AV Committee with possible funding options for the ACRD share of the project costs.		
32.	March 16 th 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	Approved items @ March 16/16 Special Board meeting
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
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 the request and provide a recommendation, following consultation with the Society, on the role of the ACRD.	Mike	Contacted Hall Society – Society working on options
35.	May 27 th EA Directors	Zoning Bylaw Text Amendment for Riparian Setbacks within all Electoral Area Official Community Plan Areas - The EA Directors passed a resolution instructing planning staff to re-designate major and minor streams within all electoral area official community plan areas.	Mike	Planning staff to review
36.	May 27 th EA Directors	Electoral Area Directors Committee instructed staff to bring a report to the Board on options for dealing with vacation rentals.	Mike	Planning staff to review
37.	May 27 th Board	The Board approved the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with: <ol style="list-style-type: none"> 1. All structures to meet BC Building Code; 2. "Use at own risk" signage is provided; 3. Material and construction costs are not from public funds; 4. Future Maintenance and Inspection to be performed by ACRD; As outlined in the staff report dated November 20, 2014 – Proceed with the project.	Luc	In progress
38.	May 27 th Board	Work with West Coast Aquatic and bring back a recommendation to the Board on partnering with West Coast Aquatic in habitat restoration, protection and enhancement projects.	Mike	Planning staff to review

#	Date	Action Item	Assigned to	Target Date/Update
39.	Oct. 9 th WC Comm.	Investigate the request from Rod's Power and Marine Ltd. to lease boat storage, indoor and outdoor at the LB Airport and report back to the Committee.	Mike/ Alex	Investigating potential sites
40.	Nov. 4 th EA Directors	The Electoral Area Directors Committee directed staff to prepare a Development Approval Procedures Bylaw that includes a section that delegates the power to issue Development Permits.	Mike	March 23 Board Agenda
41.	February 10 th Board	Staff to investigate China Creek Marina and Campsite lease and road upgrades.	Mike/ Wendy	March 31
42.	February 10 th Board	Staff report to the Board what trail maps the ACRD provides on the ACRD Website	Mike	

Issued: March 18, 2016



Alberni-Clayoquot Regional District

Board of Directors Meeting Schedule April 2016

DATE	MEETING	TIME & LOCATION	ATTENDEES
Tuesday, April 5th	Beaver Creek Public Hearing	7:00 pm - Regional District Board Room	Beaver Creek Director, Staff
Wednesday, April 6th	Alberni & Bamfield Services Committee Meeting	1:30 pm - Regional District Board Room	Committee, Staff
Friday-Sunday April 8-10	Association of Vancouver Island & Coastal Communities AGM	Vancouver Island Conference Centre, Nanaimo, BC	Directors
Wednesday, April 13th	Fisheries Committee Meeting	9:30 am - Regional District Board Room	Committee, Staff
	Board of Directors Meeting	1:30 pm - Regional District Board Room	Directors, Staff
	Hospital District Meeting	Immediately Following Board	Directors, Staff
Wednesday, April 27th	Board of Directors Meeting	1:30 pm - Regional District Board Room	Directors, Staff
	Open House ACRD 50th Anniversary	3:00 - 5:00 pm Regional District Board Room	Everyone Welcome

Issued: March 18, 2016

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
FEBRUARY, 2016**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family							1	136,329					1	136,329
Mobile Homes							1	22,000					1	22,000
Multi-Family													0	0
Adds&Rens										1	60,000		1	60,000
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellaneous							1	50,000	1	41,670			2	91,670
Totals	0	0	0	0	0	0	3	208,329	1	41,670	1	60,000	5	309,999

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
FEBRUARY, 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	0	0	1	136,329	1	120,000	0	0	2	256,329
Mobile Homes	0	0	0	0	0	0	1	22,000	0	0	0	0	1	22,000
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adds&Rens	0	0	0	0	0	0	0	0	0	0	1	60,000	1	60,000
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
Miscellaneous	0	0	0	0	0	0	2	64,000	1	41,670	1	25,325	4	130,995
Totals	0	0	0	0	0	0	4	222,329	2	161,670	2	85,325	8	469,324

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS		4			1	5	10

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2015	6	57,500	89	8,577,170					
2014	11	994,843	73	7,121,200					
2013	5	1,234,764	81	8,208,948					
2012	15	1,691,000	92	9,011,700					
2011	12	473,705	120	9,221,498					
2010	11	1,730,051	149	21,524,170					
2009	1	8,000	123	11,302,380	1999	9	785,830	80	3,348,092
2008	22	3,282,702	147	22,682,130	1998	18	779,980	75	3,320,890
2007	9	813,121	163	15,007,877	1997	20	862,866	104	10,025,166
2006	20	2,180,540	161	15,909,705	1996	21	1,693,000	128	9,050,554
2005	23	3,668,510	138	12,962,379	1995	23	1,506,000	116	9,641,300
2004	16	2,535,906	133	11,036,854	1994	34	1,972,000	151	7,915,500
2003	7	1,695,380	97	6,925,356	1993	36	2,603,000	167	10,864,000
2002	7	116,952	76	2,986,134	1992	33	1,724,000	173	11,192,500
2001	5	375,314	89	5,790,126	1991	16	829,520	126	7,155,120
2000	4	63,279	88	4,095,339	1990	22	1,644,300	118	6,323,900



March 4, 2016

Sent via email: rdyson@acrd.bc.ca

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

Attention: Russell Dyson, chief administrative officer

Dear Sir:

Re: 2016 NI 9-1-1 adopted budget

The North Island 9-1-1 Corporation 2016 recommended budget was adopted at the March 4, 2016 meeting of the board.

The board has approved an increase to the requisition for 2016. The requisition has been increased by 2.4% to \$2,269,760. The 2015 assessed property values have increased overall by 1.9% compared to 2014 values. With the requisition for 2016 increasing over the 2015 amount and the overall increase in property assessments in 2015, the tax rate levy per \$1,000 has increased to \$.066 from the 2015 rate of \$.065.

The table below provides the 2016 contribution amounts for each of the participating regional districts.

Requisition Comparisons for 2016 - 2.4% net change over 2015			
Regional District	2015 Adopted Budget Allocations	2016 Adopted Budget Allocations	2016 \$ Change Over 2015
Alberni-Clayoquot	\$285,094	\$290,151	\$5,057
Comox Valley	\$700,214	\$711,735	\$11,521
Mt. Waddington	\$77,986	\$77,836	(\$150)
Nanaimo	\$586,077	\$604,638	\$18,561
Powell River	\$180,201	\$184,025	\$3,824
Strathcona	\$386,251	\$401,375	\$15,124
Total Requisition	\$2,215,823	\$2,269,760	\$53,937

Please contact me by telephone at 250-334-6078 or via email at wbyrne@comoxvalleyrd.ca if you have any questions.

Sincerely,

W. Byrne

Wendy Byrne CFP, MBA
Manager of Financial Planning

cc: Andrew McGifford Email: andrew.mcgifford@acrd.bc.ca

/ml

Air Quality Council Meeting: March 3rd, 2016

Notes from the meeting held on Thursday March 3rd, 2016 at 2:00 pm in the
ACRD Board Room, 3008 Fifth Avenue, Port Alberni, BC

Present:	Chris Alemany (City of Port Alberni) Penny Cote (ACRD) Larry Cross (Catalyst Paper) Patty Edwards (MLA's Office) Paul Hasselback (Medical Health Officer) Debra (Island Health) Janice Hill (ACRD Environmental Services) Dave Jarrett (Community member) Earle Plain (MOE) Gary Swann (Community member) Sarah Thomas (Chair)
Regrets:	Judy Carlson John McNabb (ACRD) Andrew McGifford (ACRD Environmental Services) Tim Pley (Fire Department) Ashley Popovich (Catalyst Paper)

1. Meeting Logistics

2015 Feedback	Thanks to everyone for the feedback received through the evaluations. Key Feedback: Want more speakers. Want more info/communication in general. We'll strive for that!
Sending alternates	It was also raised through the feedback that it would be helpful if members would send alternates if they are unable to attend.
Funding Updates	ACRD Grant discussions ongoing. Will be decided at the meeting held on the 4 th Wednesday of the month. Expect that MOE will also be able to come up with another \$5000 to support the work of the council.

2. Air Quality and Health

Air Quality and Health	Paul Hasselback gave a presentation on key components of air quality and health and discussed statistics around the fact that there are an excess of deaths following significant air quality events.
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Factors involved in improving air quality	<p>Regardless of how good air quality gets every improvement in air quality will lead to better health outcomes. There is no 'safe' level of air pollution.</p> <p>Air Quality Monitoring and Forecasting Health communication and Research Policy</p>
Air Quality and Health facts	<p>It is estimated that, in BC, 385 acute premature deaths and about 1000 hospital admissions annually are linked to poor air quality.</p> <p>More and more research is coming out about the connection between air quality and virtually all diseases.</p>

3. Tire Derived Fuel (Catalyst Presentation)

What is Tire Derived Fuel (TDF)?	<p>Tire Derived Fuel is a manufactured product that recycles old tires for use as fuel. All metal is removed from the tires and the tires are chipped into 1.5 inch pieces.</p>
Why is it used over straight hog?	<p>A small amount of TDF is added to the power boiler to enable Catalyst to burn lower quality hog instead of burning oil or natural gas. This is primarily needed in the wetter winter months. The addition of the TDF increases the heat in the boiler and results in a more efficient burn and has been shown to decrease emissions.</p>
How much TDF is used?	<p>Averages out to about 2% over the 6 winter months. Air Emissions Permit allows for up to 5%.</p>
What is the impact of using TDF from an environmental perspective?	<p>Burning TDF has been seen to benefit the mill and environment in terms of lowering emissions from the Power Boiler. PM stack sampling results show a negligible or beneficial impact. Given the sulfur content in tires SO₂ emissions as a result of TDF are being examined through ambient air quality measurements (a 3-year program) and all levels recorded to date have been low. Zinc increased when using TDF. This is extracted and goes to the landfill.</p> <p>Levels of other metals were tested for and there was found to be negligible difference before and after TDF given the concentrations naturally found in trees.</p> <p>TDF decreased chlorinated dioxins and furans from the boiler. It was found that this was a result of the sulfur that produces SO₂. Of course some elements can not be tested for.</p> <p>The emissions trend over the past 20 years has been steadily downward.</p>

Why doesn't Crofton use TDF when it's been found to be beneficial here?	Different technology used at the mill in Crofton. In fact, Crofton has a higher emissions rate per unit than here.
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4. Wood Stove Exchange Program

Program Launch	2016 Woodstove Exchange Program to launched on February 1 st , 2016.
Current Status	At this time 9 out of 31 vouchers have been claimed.
Possible May event	It was discussed that an event in May might be good to tie in with the one year remaining on the city woodstove sunset clause (May 2017) and get people stacking wood in advance for next winter. This could be combined with the burn it smart workshop for this year.
National Media	There has been significant media coverage about residential woodsmoke in recent weeks. The local paper, Vancouver Sun, and the Globe and Mail and ran articles. http://www.vancouversun.com/health/wood+smoke+under+fire/11708413/story.html http://www.theglobeandmail.com/life/home-and-garden/design/the-quest-for-cleaner-fire-why-its-time-to-rethink-our-favourite-way-to-get-warm/article28780027/

5. Backyard Burning

Progress Update	Backyard burning ban effective April 2016. City will be working on bylaw revision to include this. AQC to support them in this and see where alternatives get developed that can be promoted at the same time. Aiming for May to discuss possible backyard burn guidelines with the ACRD. Turns out that guidelines were already drafted previously so they are on file and we can work from those. Goal is to work on all of this and lead up to a big public education push in the fall to show people alternatives to burning etc. With regards to burning, an emissions inventory done in Cowichan found that 70% of PM2.5 emissions can be attributed to woodsmoke (residential, backyard burning, land clearing, slash).
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	If land clearing burning, earlier light up the better because of the nocturnal inversions. Best to burn between 11am and 3pm.
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6. CanTimber Update

Particulate Monitoring	A partisol PM2.5 sampler has been set up at Second Avenue and Bruce Street as part of their operational certificate from PAPA.
Current Status	The test and start up phase is ongoing. At this point expect they will be operational in 2 months time.
Air Emissions	<p>Reports of smoke have been reported by staff at APD and from people in the residential area near Cantimber. The start up phase is predicted to have more emissions than regular operations so this should ease up as operations fully commence. Wood is being used for start up. Would probably have been better to use natural gas for start up to reduce localized emissions.</p> <p>If people have concerns they should bring them to the Port Alberni Port Authority.</p>

Next Meeting – April 21st, 2016, 2pm, ACRD Board Room.

Adjourn – Meeting adjourned at 4 pm.