



# Alberni-Clayoquot Regional District

## BOARD OF DIRECTORS MEETING WEDNESDAY, MARCH 9, 2016, 1:30 pm

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

### AGENDA

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	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
Recognition of Traditional Territories.	
<b>2. <u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late items required 2/3 majority vote)</i>	
<b>3. <u>DECLARATIONS</u></b> <i>(conflict of interest or gifts)</i>	
<b>4. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – February 24, 2016</b>	<b>7-18</b>
<i>THAT the minutes of the Board of Directors meeting held on February 24, 2016 be adopted.</i>	
b. <b>West Coast Committee Meeting – February 24, 2016</b>	<b>19-21</b>
<i>THAT the minutes of the West Coast Committee meeting held on February 24, 2016 be adopted.</i>	
<b>5. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS (10 minute maximum)</u></b>	
a. <b>Mr. Frank Kruks regarding the need for additional beds at the West Coast General Hospital.</b>	
<b>6. <u>CORRESPONDENCE FOR ACTION</u></b>	
a. <b>REQUEST FOR AUTHORIZATION</b>	<b>22-23</b>
Annual Regional District CEO(Chair)/CAO Forum	
Possible Motion:	
<i>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.</i>	
b. <b>REQUEST FOR MEMBERSHIP</b>	<b>24-27</b>



- |    |  |                |
|----|--|----------------|
| i. | <b>MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING</b><br>Syrian Refugees Arrival Update | <b>124-126</b> |
| j. | <b>HUU AY AHT</b><br>Letter of Support   | <b>127</b>     |
| k. | <b>SUZY VAN HERWAARDEN</b><br>Thank you card   | <b>128</b>     |

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

**8. REQUEST FOR DECISIONS & BYLAWS**

- |    |  |                |
|----|--|----------------|
| a. | <b>REQUEST FOR DECISION</b><br>Grant Funding Agreement – Island Health | <b>129-134</b> |
|----|--|----------------|

*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.*

- |    |   |                |
|----|---|----------------|
| b. | <b>REQUEST FOR DECISION</b><br>West Coast Multiplex | <b>135-136</b> |
|----|---|----------------|

*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.*

- |    |   |                |
|----|---|----------------|
| c. | <b>REQUEST FOR DECISION</b><br>Arrowsmith Amateur Radio Club Grant-in Aid | <b>137-139</b> |
|----|---|----------------|

*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.*

- |    |  |                |
|----|--|----------------|
| d. | <b>REQUEST FOR DECISION</b><br>Amendments prior to 2 <sup>nd</sup> Reading of the 2016-2020 Financial Plan<br>(Financial Plan and tax summary attached separately) | <b>140-141</b> |
|----|--|----------------|

*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:*





- b. **DVD16002, PULFORD, 9806 STIRLING ARM CRESCENT** **185-187**  
Development Variance Application – Memorandum and Permit

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

- c. **RF15010, NEWBERRY, 6585 CHERRY CREEK ROAD** **188-196**  
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1340

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

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

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

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

## 9.2 **ALL DIRECTORS**

- a. **AF15001, HAWKINS/GAIGA, 6741 CYPRESS BLVD** **197-214**  
ALC Application – Memorandum and Report

*THAT the Board of Directors pass a resolution to deny forwarding the Non-Farm Use application to the Agriculture Land Commission noting that the application does not comply with the ACRD Zoning Bylaw or the Cherry Creek Official Community Plan.*

**Note:** *If the Regional Board is contemplating denying an application the appropriate motion would be:*

*“The Regional Board is, at this time, disposed to deny this application. Prior to doing so the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should not be denied”.*

- b. **AF16001, BOWERMAN EXCAVATING LTD, 725 FRANKLIN RIVER RD** **215-228**  
ALC Application - Report

*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.*

## 10. **REPORTS**

**10.1 STAFF REPORTS**

- |    |   |                |
|----|---|----------------|
| a. | CAO Report – March 3, 2016                            | <b>229-230</b> |
| b. | Planning & Development Manager Report – March 2, 2016 | <b>231</b>     |
| c. | Staff Action Items Report – March 3, 2016             | <b>232-235</b> |

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

**10.3 OTHER REPORTS**

- |    |   |                |
|----|---|----------------|
| a. | <b>Central Westcoast Forest Society</b> | <b>236-237</b> |
|----|---|----------------|

*THAT the Board of Directors receives the Member Report a.*

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. RECESS**

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

**15. RECOVENE**

**16. IN CAMERA**

*Motion to close the meeting to discuss matters relating to*

- i. labour or other employee relations.*
- 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.*

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

**18. ADJOURN**

**Next Board of Directors Meeting: Special Board of Directors Meeting- Public consultation - 5 year Financial Plan - Wednesday, March 16, 2016 @6:00 pm.**



## Alberni-Clayoquot Regional District

### MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, FEBRUARY 24, 2016, 1:30 PM Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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- 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?if?ath Government
- REGRETS:** Wilfred Cootes, Councillor, Uchucklesaht Tribe Government
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services  
Mike Irg, Manager of Planning and Development  
Wendy Thomson, Manager of Administrative Services  
Alex Dyer, Planner  
Shelli Lyle, Administrative Assistant

#### 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 Jack*  
*SECONDED: Director Kokura*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

**4. ADOPTION OF MINUTES**

**a. Board of Directors Meeting - February 10, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the minutes of the Board of Directors meeting held on February 10, 2016 be adopted.*

**CARRIED**

**b. Alberni-Clayoquot Transportation Committee Meeting - February 9, 2016**

*MOVED: Director Cote*

*SECONDED: Director Bennett*

*THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on February 9, 2016 be adopted.*

**CARRIED**

**c. Salmon Beach Committee Meeting - February 9, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Cote*

*THAT the minutes of the Salmon Beach Committee meeting held on February 9, 2016 be adopted.*

**CARRIED**

**d. Committee-of-the-Whole Meeting - February 10, 2016**

*MOVED: Director Kokura*

*SECONDED: Director Banton*

*THAT the minutes of the Committee-of-the-Whole meeting held on February 10, 2016 be adopted.*

**CARRIED**

**e. Bamfield Water Committee Meeting - February 12, 2016**

*MOVED: Director Wyton*

*SECONDED: Director Kokura*

*THAT the minutes of the Bamfield Water Committee meeting held on February 12, 2016 be adopted.*

**CARRIED**

**f. West Coast Committee Meeting - February 18, 2016**

*MOVED: Director St. Jacques*

*SECONDED: Director Bennett*

*THAT the minutes of the West Coast Committee meeting held on February 18, 2016 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**a. Mr. Edwin Grieve, Director, Comox Valley Regional District, 2nd Vice-President, Association of Vancouver Island and Coastal Communities regarding AVICC's Special Committee on Solid Waste's Report and Findings.**

Mr. Grieve provided a power point presentation summarizing the work and findings of the AVICC's Special Committee on Solid Waste. A report regarding the special committee will be presented at the 2016 AVICC convention and a briefing to the Province of BC. Mr. Grieve requested the following resolution from the ACRD Board of Directors.

- 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 attached with the letter received from the AVICC dated November 20, 2015.
- confirm support for special committee work at the 2016 AVICC Convention;
- confirm support for AVICC to continue providing leadership on this initiative.

**b. Al Winney, Loretta Parkinson, Tom Parkinson, Denis Bouchard and Bob Neville regarding Presentation on Arrowsmith Amateur Radio Club's request for a 2016 Grant-in-Aid.**

Mr. Winney provided the Board with information regarding the Arrowsmith Amateur Radio Club's 2016 grant-in-aid application explaining the equipment the radio club presently has is not going to fulfill the community's needs for the future; the radios currently don't meet Industry Canada regulations. They are to be replaced with the grant funding.

**c. Patty Edwards, Alberni Valley Stakeholders Initiative to End Homelessness regarding request for a 2016 Grant-in-Aid.**

Ms. Edwards provided the Board with information regarding the AVCSI 2016 grant in aid application explaining a skilled coordinator is needed to provide administrative services. An announcement was made last week that \$258M would be available over the next 5 years for affordable housing, a regional plan is needed and that requires a skilled coordinator. Ms Edwards requested the Board of Directors reconsider the denial of the grant. Ms. Edwards proposed the grant be reduced from \$40,000 to \$20,000 on the condition of matching funds.

**d. Heather Shobe and Anna Lewis, Agricultural Support Workers, regarding Final Report on Agriculture Plan Initiatives.**

Ms. Shobe and Ms. Lewis provided a power point presentation and an update on the activities on the Agricultural Plan Implementation Project explaining Phase 2 project deliverables and the successes to date.

**6. CORRESPONDENCE FOR ACTION**

**a. Correspondence dated February 5, 2016 from North Island College regarding a request to present North Island College's five year strategic plan - NIC Plan2020 to the Alberni-Clayoquot Regional District Board of Directors.**

*MOVED: Director Ruttan*

*SECONDED: Director Banton*

*THAT the Board of Directors invite representatives from North Island College to attend a Board of Directors meeting to present NIC's five year strategic plan - NIC Plan2020.*

**CARRIED**

**b. Correspondence dated February 17, 2016 from the Toquaht Nation regarding a request for a letter through the Canada 150 Fund for their initiative "Partners in a New Canada: building a legacy of strong reconciliation.**

*MOVED: Director Bennett*

*SECONDED: Director St. Jacques*

*THAT the Board of Directors forward a letter of support to the Toquaht Nation regarding their initiative "Partners in a New Canada: building a legacy of strong reconciliation" for a grant through the Canada 150 Fund.*

**CARRIED**

**7. CORRESPONDENCE FOR INFORMATION**

**a. ISLAND COASTAL ECONOMIC TRUST  
Grant to Help Cortes Island Economic Planning**

- b. **CITY OF PORT COQUITLAM**  
2016 FCM Resolution – Build Canada Grant Funding
- c. **VI & COAST CONSERVATION SOCIETY**  
Island's Rural Communities Celebrated on National Heritage Day, during BC's Heritage Week
- d. **ISLAND CORRIDOR FOUNDATION**  
January 2016 Board Meeting Notes
- e. **CHERRY CREEK WATERWORKS DISTRICT**  
Fire Services Boundaries
- f. **ASSOCIATION FOR MINERAL EXPLORATION BC**  
AME BC Issues Comments on Nenqay Deni Accord Between the BC Government and Tsilhoqot'in Nation
- g. **COOMBS COUNTRY CANDY**  
East Bound Public Access

MOVED: Director Bennett  
SECONDED: Director McLeman

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

**CARRIED**

MOVED: Director Bennett  
SECONDED: Director Cote

*THAT the Alberni-Clayoquot Regional District Board of Directors endorse the City of Coquitlam's resolution to the Federation of Canadian Municipalities and the Union of British Columbia Municipalities to send letters to the federal and provincial governments requesting that the Federal Government's Build Canada grant program, National Infrastructure Component, be amended to fund a minimum of 50% of the project cost and that the provincial funding contribution for significant projects be a minimum of 40% of the project cost.*

**CARRIED**

MOVED: Director McLeman  
SECONDED: Director Bennett

*THAT the Alberni-Clayoquot Regional District Board of Directors request the Ministry of Transportation to improve the entrance into the Alberni Valley and access to Coombs Country Candy.*

**CARRIED**

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

- a. **Request for Decision regarding Deferred Purchase and Installation of a 100 KW Generator.**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors approve the purchase and installation of a Simson-Maxwell, 100kW, 12 wire, single phase 120/240V, diesel generator by Aines and Tyler Electric Company Ltd. at a cost of approximately \$89,411.43 with a 10% contingency for a total project budget of \$98,400.*

**CARRIED**

**b. Request for Decision regarding Director Remuneration.**

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

*THAT the ACRD Board of Directors receive the memo.*

**CARRIED**

**c. Request for Decision regarding BC Healthy Communities - Plan H Stream 2 Funding Application.**

*MOVED: Director Jack*  
*SECONDED: Director Cote*

*THAT the ACRD Board of Directors apply on behalf of the Alberni-Clayoquot Health Network for funding through the BC Healthy Communities Capacity Building Fund - Plan H Stream Two.*

**CARRIED**

**d. Request for Decision regarding Bylaw A1081, Cherry Creek Community Parks Management Bylaw, 2016.**

*MOVED: Director Banton*  
*SECONDED: Director Ruttan*

*THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016".*

**CARRIED**

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

*THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016".*

**CARRIED**



MOVED: Director Banton  
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016."

**CARRIED**

MOVED: Director Banton  
SECONDED: Director McLeman

THAT the Alberni-Clayoquot Regional District Board of Directors adopt "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016."

**CARRIED**

**e. Request for Decision regarding 1<sup>st</sup> Reading of the 2016-2020 Financial Plan**

MOVED: Director Jack  
SECONDED: Director Ruttan

THAT the Board of Directors give first reading to Bylaw cited as "Bylaw F1125, 2016 to 2020 Alberni-Clayoquot Regional District Financial Plan."

MOVED: Director Bennett  
SECONDED: Director Banton

THAT the Board of Directors amend Bylaw F1125, 2016-2020 Financial Plan as follows:

General Government services:

Page 7 - Line 3 – decrease \$6,668 from \$922,294 to \$915,626

Page 7 - Line 26 – Coastal Community Network - decrease \$4,250 from \$5,000 to \$750

Page 7 - Add new line – Reconciliation Committee expenses - \$5,000

Page 8 - Line 36 – increases \$1,000 from \$60,000 to \$61,000

Alberni Valley Emergency planning:

Page 26 Line 2 - increases \$18,400 from \$135,569 to \$153,969.

Page 26 Line 15 - increases \$18,400 from \$80,000 to \$98,400.

**CARRIED**

MOVED: Director McLeman  
SECONDED: Director Bennett

THAT the Board of Directors amend Bylaw F1125, 2016-2020 Financial Plan to include a one-time grant-in-aid in the amount of \$20,000 to the Alberni Valley Stakeholders Initiative to End Homelessness with the funds coming from the Municipalities and Electoral Areas, AND FURTHER the grant-in-aid be conditional to the group securing matching funds.

**CARRIED**

The main motion of first reading of Bylaw F1125, 2016-2020 Financial Plan as amended was

**CARRIED**

## **9. PLANNING MATTERS**

### **9.1 ELECTORAL AREA DIRECTORS ONLY**

- a. DVD16002, PULFORD, 9806 STIRLING ARM CRESCENT**  
Development Variance Application – Report

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

*THAT the Board of Directors pass a resolution to consider issuing development variance permit DVD16002 subject to approval from the Ministry of Transportation and Infrastructure.*

**CARRIED**

- b. RE15009, BOWERMAN, 6476 BEAVER CREEK ROAD**  
Rezoning Application – Report and Bylaw P1339

*MOVED: Director McNabb*  
*SECONDED: Director Banton*

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

**CARRIED**

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

*THAT the public hearing for Bylaw P1339 be delegated to the Director for Electoral Area 'E', the Alternate Director or the Chairperson of the Regional District.*

**CARRIED**

*MOVED: Director McNabb*  
*SECONDED: Director Wyton*

*THAT the Board of Directors confirm adoption of Bylaw P1339 is subject to:*

- i. The development proceeding on the condition that there is only one shared access from Beaver Creek Road;*

- ii. *Confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 0.6 acre density;*
- iii. *The applicant confirming that the existing house will meet the proposed new setbacks; and*
- iv. *Meeting technical referral agency requirements.*

**CARRIED**

## **10. REPORTS**

### **10.1 STAFF REPORTS**

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

*MOVED: Director Ruttan*

*SECONDED: Director Bennett*

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

**CARRIED**

### **10.2 COMMITTEE REPORTS**

- a. **Parcel Tax Review Panel - February 24, 2016 (Verbal)**

Director McNabb reported on the Parcel Tax Review Panel sitting. No submissions were received.

*MOVED: Director McNabb*

*SECONDED: Director Wyton*

*THAT Board of Directors receives the verbal report.*

**CARRIED**

- b. **Long Beach Airport Advisory - February 18, 2016 (Verbal)**

*MOVED: Director Bennett*

*SECONDED: Director Jack*

Chairperson Osborne reported on the Long Beach Advisory Meeting. The Committee received an update from Airport Superintendent Mark Fortune regarding the runway lighting project. There was discussion regarding the Long Beach Airport re-branding and marketing. Requests for proposals go out shortly.

*THAT Board of Directors receives the verbal report.*

**CARRIED**

### **10.3 MEMBER REPORTS**

**a. 9-1-1 Corporation – J. McNabb**

Director McNabb reported the next meeting is scheduled for Friday, March 4 where they will be discussing the budget.

**b. Vancouver Island Regional Library - L. Banton - No Report**

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

**d. Emergency Planning – J. McNabb/P. Cote/M. Kokura/M. Ruttan/L. Banton/J. Osborne**

Director Bennett stated the Army is planning to be part of the June Emergency Exercise.

**e. Alberni Valley Chamber of Commerce – J. McLeman -**

Director McLeman reported the next meeting is scheduled for Thursday, February 25<sup>th</sup>.

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

Director Bennett reported an email with be sent to the CAO explaining the restructuring of CCN.

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

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

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

- *Air Quality Council Minutes - January 28, 2016*

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

Director Bennett reported on the Special Planning public sessions were conducted in Tofino, Ucluelet, Bamfield and Port Alberni. In late spring the spatial plan will be unveiled. A soft opening of the community aquarium is scheduled for May 1<sup>st</sup>.

**k. Association of Vancouver Island & Coastal Communities – J. Osborne**

Director Osborne reported Director Cote's nomination for the AVICC Director at Large.

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

Director McNabb reported long time member of the Beaver Creek Improvement District, Beaver Creek Water Advisory Committee and Beaver Creek Advisory Planning Commission, Mr. Wayne Hasler has passed away, his Celebration of Life is Saturday, March 5<sup>th</sup> at the AV Search and Rescue Hall.

**m. Other Reports**

- **Port Alberni RCMP Detachment Monthly Report**

*MOVED: Director McNabb*  
*SECONDED: Director McLeman*

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

**CARRIED**

**11. UNFINISHED BUSINESS**

**12. LATE BUSINESS**

**13. QUESTION PERIOD**

**14. IN-CAMERA**

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

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

*ii. labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 3:31 pm.

The meeting was re-opened to the public at 4:41 pm.

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

**16. ADJOURN**

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

*THAT this meeting be adjourned at 4:42 pm.*

**CARRIED**

Certified Correct:

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Josie Osborne,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



# Alberni-Clayoquot Regional District

## MINUTES OF THE WEST COAST COMMITTEE HELD ON WEDNESDAY, FEBRUARY 24, 2016, 9:00 AM Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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- MEMBERS PRESENT:** Dianne St. Jacques, Chairperson, Mayor, District of Ucluelet  
Josie Osborne, Mayor, District of Tofino  
Tony Bennett, Director, Electoral Area "C" (Long Beach)
- REGRETS:** Alan McCarthy, Member of Legislature, Yuułu?it?atḥ Government
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Wendy Thomson, Manager of Administrative Services  
Shelli Lyle, Administrative Assistant
- GUESTS:** Elmer Frank, Deputy Chief Tla-o-qui-aht First Nations  
Ted Adnitt, CEO, Tla-o-qui-aht First Nations
- OBSERVERS:** West Coast Multiplex Society Representatives:  
Howie Hambleton  
Geoff Lyons  
Samantha Hackett  
Riley Varns

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 9:03 am.

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

Introductions were conducted around the table.

### 2. APPROVAL OF AGENDA

*MOVED: Director Osborne*

*SECONDED: Director Bennett*

*THAT the agenda be approved.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **West Coast Directors Committee Meeting – February 18, 2016**

*MOVED: Director Bennett*

*SECONDED: Director Osborne*

*THAT the minutes of the West Coast Committee meeting held on February 18, 2016 be adopted.*

**CARRIED**

**4. INVITED GUESTS**

Elmer Frank, Deputy Chief and Ted Adnitt, CEO; Tla-o-qui-aht First Nations – The West Coast Multiplex Proposal for Services

Deputy Chief Elmer Frank, Tla-o-qui-aht First Nations (TFN) introduced the proposal that was given to the ACRD from the TFN and asked Ted Adnitt, TFN CEO to speak to the document. Mr. Ted Adnitt spoke to the proposal for services from TFN, in support of the Alberni-Clayoquot Regional District (ACRD) and West Coast Multiplex Society (WCMS) in achieving their goals for the development of a West Coast Multiplex in the Tofino – Ucluelet area. TFN appreciates the efforts and commitment shown by the proponents of the project and are prepared to demonstrate their willingness to partner and support community leaders and stakeholders in the area. TFN will contribute funds to complete the next phase of the Multiplex development in return for a commitment to negotiate a contract that would see Tla-o-qui-aht First Nations provide management services for a minimum of 5 years

The opportunity is to obtain a \$100,000 contribution towards the completion of the business plan and redesign, establish an agreement leading to the effective management of the West Coast Multiplex, solidifying a relationship with a local First Nation stakeholder. TFN will provide an agreement for consideration on March 9th and could then make the contribution by March 31. TFN would like to participate in developing the business plan with the WCMS and/or the ACRD.

The CAO recommended during the first stage of the business plan a review of operations, public engagement and definition of the roles of the participating organizations be the first priorities followed by design and detailed cost estimates.

Manager of Administrative Services left the meeting at 9:25 am.

The meeting was recessed at 10:04 am.

**5. RECOVENE**

The meeting was reconvened at 10:16 am.

**6. REQUEST FOR DECISIONS & BYLAWS**



a. **REQUEST FOR DECISION**

Re: West Coast Multiplex  
(referred from Feb. 18, 2016 West Coast Committee Meeting)

*MOVED: Director Osborne*

*SECONDED: Director Bennett*

*THAT the West Coast Committee recommended the 2016 to 2020 Alberni-Clayoquot Regional District Financial Plan be amended to include an allocation of \$20,000 for resources in order for the Regional District to support West Coast multiplex planning and programming.*

**CARRIED**

**7. LATE BUSINESS**

**8. ADJOURN**

*MOVED: Director Osborne*

*SECONDED: Director Bennett*

*THAT this meeting be adjourned@ 10:42 am.*

**CARRIED**

Certified Correct:

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Dianne St. Jacques,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer

## 2016 Regional District Chairs (CEOs) and CAOs Forum Agenda

March 29 – 30, 2016 at the Inn at Laurel Point, Victoria, B.C.

### **SPONSORS (with our thanks)**

Young Anderson  
Ministry of Community, Sport and Cultural Development  
Municipal Finance Authority

<b>TUESDAY, MARCH 29 (1:00 pm to 5:00 pm)</b>		
<b>Time</b>	<b>Item</b>	<b>Presenter</b>
1:00	<b>Welcome/Opening</b>	Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development (tentative)
1:15	<b>ALC - Protection of Agricultural Land</b>	Frank Leonard, Chair, ALC and Kim Grout, CEO, ALC
2:00	<b>Internal Bottom-Up Core Review Process</b>	Paul Thorkelsson, CAO, District of Saanich (formerly Nanaimo RD CAO)
2:45	<b>Federation of Canadian Municipalities</b>	Raymond Louie, FCM President
3:00	<b>Break</b>	
3:20	<b>MMBC Update</b>	Allen Langdon, Managing Director, MMBC
3:40	<b>Auditor General for Local Government</b>	Gordon Ruth, AGLG
4:10	<b>Off Road Vehicles</b>	Vera Vukelich, Manager Responsible for Off Road Vehicles, FLNRO
4:20	<b>Union of BC Municipalities</b>	Al Richmond, President, UBCM
4:30	<b>Rural Dividend</b>	David Borth, Executive Director, Rural Development, FLNRO
5:00	<b>Adjourn for the Day</b>	
<b>WEDNESDAY, MARCH 30 (7:45 am to 1:00 pm)</b>		
<b>Time</b>	<b>Item</b>	<b>Presenter</b>
7:45	<b>Hot Breakfast</b>	Sponsored by Young Anderson
8:30	<b>Legal Update</b>	Reece Harding, Young Anderson

9:30	<b>Officer of the Fire Commissioner – Fire Services Act, Fire Service Amendments and Inspection</b>	Patrick Quealey, Assistant Deputy Minister, Emergency Management BC
10:00	<b>Break</b>	
10:20	<b>Regional District Innovations</b> a) Economic Development  b) Cultus Lake Service Provision	a) Carol Mason, CAO, Metro Vancouver (GVRD) b) Paul Gipps and Sharon Gates, Fraser Valley RD
11:00	<b>Nuts and Bolts Session</b> a) Section 204 LGA (previously section 222) – Disqualification for prolonged absence b) Alternate Directors – are they still appropriate or necessary c) Harassment at any level and all types d) Effective methods of evaluating the CAO e) Access management planning and enforcement on Crown land	
12:00	<b>Lunch</b>	Sponsored by Municipal Finance Authority
1:00	<b>Adjourn for the day</b>	

February 5, 2016

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

Dear Chair and Board Members:

**Re: UBCM Membership**

It is my pleasure to write to invite your local government to renew its membership with the Union of BC Municipalities.

2015 was the 110th year that UBCM has represented local governments in British Columbia. Through these years of service, UBCM has developed a set of guiding principles that have stood our organization well: a commitment to advocacy and program delivery that is policy-based, nonpartisan, timely and credible.

**Policy-based** – our advocacy is based on the positions established by our members through resolutions at Convention, direct consultation of local government and analysis based on the best available data.

**Nonpartisan** – our approach is pragmatic and our outreach extends to all political parties.

**Timely** – UBCM keeps watch for windows of opportunity in order to effectively advance the shared interests of our membership.

**Credible** – having attained membership among 100% of BC's local governments, UBCM speaks on behalf of the diverse needs of BC's communities and regions.

These provide the foundation for how we respond and act on your behalf in our day-to-day work. The following are examples of those principles in action:

- UBCM's survey and report on the operations of the Auditor General for Local Government revealed significant performance gaps in the office and led to several legislative and operational changes to improve the office.
- Spoke out against the Province's decision to download the cost for DNA analysis in police investigations to local governments.
- Advanced local government interests in federal and provincial discussions with respect to the design of infrastructure programs.
- Managed the intake of 222 applications to the Strategic Priorities Fund through the Federal Gas Tax Agreement.

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- Our Executive met with Ministers and MLAs at the Legislature to advocate for local government interests relative to infrastructure funding, impact of mental health issues on policing costs and land-based spills.
- Welcomed Huu-ay-aht First Nation as our 196th member.
- Continued to monitor elections expense limit legislation with the introduction of exposure bill in fall 2015.
- Secured \$10 million in additional funding for the Strategic Wildfire Prevention Initiative.
- Submitted report on the Standing Committee on Health on how to improve health in rural BC.
- Undertook a survey of members regarding forest policy and delivered the findings to the Minister's Forests and Range Practices Advisory Council.
- Supported processes to solicit local government input on a range of issues, including livestock policy; Agri-tourism in the Agricultural Land Reserve; hazardous waste and recyclable material; liquor policy; bio-solids storage; the Climate Leadership Plan; and emergency communication.
- Monitored development of federal Comprehensive Land Claims Policy in follow-up to our submission.
- Partnered with Reconciliation Canada to support the delivery of 100 Dialogue Workshops throughout BC.

It has been an honour for the Executive and staff of UBCM to work on your behalf this past year. With your renewed commitment to membership, we would be pleased to do so again in 2016-2017. If you have any questions or comments about our work, I would be glad to hear them. We look forward to your continued support for the coming year.

Sincerely,



Chair Al Richmond  
UBCM President



**MEMO**  
February 5, 2016

**TO:** Local Government Chief Financial Officers  
**FROM:** Kathleen Spalek, Manager, Finance & Corporate Operations  
**RE:** **2016 UBCM MEMBERSHIP DUES**

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UBCM President Al Richmond has written to all local councils and regional boards requesting them to consider renewing their membership for 2016 (enclosed).

UBCM membership dues are based on Executive Policies 2.1–2.3. The UBCM Executive approved a 1.5% increase in our rates effective January 1, 2016. Rates for 2016 are:

<u>Population</u>	<u>Rate</u>
First 5,000	0.6768
Next 10,000	0.4915
Next 15,000	0.3093
Balance	0.0633

Membership dues are calculated on your population, and the population estimates used are those prepared by BC STATS, Ministry of Technology, Innovation and Citizens' Services, Province of BC (December 2015).

We also enclose for your attention our 2016 dues invoice. Should you wish to make electronic payment, please contact our office for direct deposit information ([skoivu@ubcm.ca](mailto:skoivu@ubcm.ca)).

Please feel free to call me if you have any questions.

Encls.

1610/10:12016-dc



**UNION OF B.C. MUNICIPALITIES**



Suite 60 - 10551 Shellbridge Way  
Richmond, British Columbia  
Canada, V6X 2W9

Phone: (604) 270-8226 E-mail: [ubcm@ubcm.ca](mailto:ubcm@ubcm.ca)

# INVOICE

**TO:** Alberni-Clayoquot Regional District  
3008 - 5th Ave.  
Port Alberni, BC V9Y 2E3

**Invoice Date:** Jan 29, 2016  
**Invoice No:** D-4139  
**Due:** upon receipt  
**Reference:** 2016 UBCM Annual Dues

DESCRIPTION		AMOUNT
<b>Population:</b>	<b>8,157</b>	
<i>Your UBCM dues have been calculated using population estimates (Dec 2015 release) provided by BC STATS, the central statistical agency of the Province of British Columbia, and include a rate increase of 1.5% effective Jan 2016, approved by the UBCM Executive.</i>		
<i>NOTE: Your population estimate has been reduced to reflect the memberships of the Maa-Nulth First Nations of Uchucklesaht and Huu-ay-aht.</i>		
<b>Annual Dues:</b>		
First 5,000 population	at 0.6768	\$3,384.00
Next 10,000	at 0.4915	\$1,551.67
Next 15,000	at 0.3093	\$0.00
Balance	at 0.0633	\$0.00
<b>Subtotal:</b>		<b>\$4,935.67</b>
5% GST: (10815 0541)		\$246.78
<b>Total:</b>	 <small>ACCOUNT</small> <small>APPROVED BY</small>	<b>\$5,182.45</b>



**UNION OF B.C. MUNICIPALITIES**

Suite 60 - 10551 Shellbridge Way, Richmond, B.C. V6X 2W9

## REMITTANCE PORTION

**Alberni-Clayoquot Regional District**

2016 Annual UBCM Dues

Date: Jan 29, 2016

Invoice # D-4139

TOTAL DUE:

**\$5,182.45**

AMOUNT  
ENCLOSED:

Please return this portion of invoice with payment. Please do not combine payment of this invoice with any other billing you may receive from UBCM. Thank you.

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**From:** Tom Campbell [<mailto:tcampbell@campaign-office.com>]  
**Sent:** Wednesday, March 02, 2016 2:14 PM  
**To:** Wendy Thomson  
**Subject:** Royal Canadian Legion Veterans & Troops Support/Remembrance Ad  
**Importance:** High

Hello Board of Directors,

First of all, we would like to Thank the Regional District of Alberni- Clayoquot very much for your generous support and recognition of our Veterans and Troops in our Remembrance project the "Military Service Recognition Book" last year. Your support is a big help and greatly appreciated.

We are honored to invite the Regional District of Alberni- Clayoquot to be included in this years Remembrance Day Project by our Veterans. The "Military Service Recognition Book" is a first class, full sized publication, approximately 300 pages. The content of the book honours Veterans who bravely served in WW1, WWII the Korean Conflict and our current Troops serving overseas. The Recognition Books will be available free of charge for all to see at all of our Local Legion Branches for Remembrance Day 2016. The books will be available all year free of charge to Schools and public libraries to educate our younger generation on the sacrifices of our Local Veterans.

The proceeds raised from this project will help in supporting BC's Veterans assistance programs, BC's Military Personnel and our local Legion Members as well as our Local Youth Programs such as scholarships, cadets and sports in British Columbia.

The Regional District of Alberni- Clayoquot is great sponsor every year with your 1/4 Page Full Color Ad in the Military Service Recognition Book. Your continued support would be greatly appreciated for this years success.

\*\*Attached is a Greeting from our President , The Sizes with Dimensions + Ratesheet and a Copy of your 1/4 Page Full Color Ad.

I will forward the Ad instructions with some more information upon your confirmation. If you have any questions, please let me know. Thank You Very Much.

Best Regards,

Tom Campbell  
Royal Canadian Legion  
BC/ Yukon Command  
1866-354-6277  
[TCampbell@campaign-office.com](mailto:TCampbell@campaign-office.com)





ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

The Alberni-Clayoquot  
Regional District wishes  
to recognize and show  
appreciation for our  
veterans. The freedoms  
we enjoy are attributable  
to their sacrifices.



*Lest we forget*



# Legion

[www.legionbcyukon.ca](http://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.

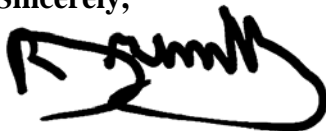
Our **BC/Yukon Command Legion** is very proud to be printing **10,000 copies** of our Annual “**Military Service Recognition Book**”, scheduled for release by Remembrance Day 2016, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so 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





**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 7<sup>th</sup> 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](http://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 Nuuchahnulth 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 Nuu-chah-nulth 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 Nuu-chah-nulth" (1hr)**

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

'We Are Nuu-chah-nulth' is a thoughtful glimpse into the rich and diverse history of the Nuu-chah-nulth 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 Nuu-chah-nulth 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 Kwakwilt 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.

## COMMUNITY ARTS COUNCIL'S AGM

*Special guest speaker* to be at Community Arts Council's Annual General Meeting. The Community Arts Council will be holding their *annual general meeting, Thursday March 3<sup>rd</sup> at 7 pm, in the AV Museum*. Along with discussing our year and review, elections of board members will take place, so if you are interested in joining this wonderful board of directors and be a part of a great organization of keeping Arts alive in the Alberni Valley, please join us. Something special is being planned for the evening, by guest speaker and the topic - "Appraising Emily Carr: a case study in art appraisals". Is an illustrated lecture by art historian and appraiser, Kerry Mason. Kerry will explain the complex and interesting world of appraising art. What are the ingredients of an art appraisal? How many different kinds of appraisals are there? Why have art appraised? How is an appraisal created? What is Fair Market Value and how and why is it established? These and other questions will be answered in the evening lecture.

\*\*In addition to teaching Canadian and Northwest Coast art history at the University of Victoria Kerry has been an art appraiser since 1992. While the appraisals for universities, corporations, museums and individuals have been primarily Canadian and Northwest Coast art she has experience appraising art from cultures from around the world as diverse as Papua New Guinea and Nunavut.

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## COMMUNITY ARTS COUNCIL MEMBERSHIPS

This is a reminder to all current Community Arts Council members, and everyone else who would like to help support the Community Arts Council, that all memberships are renewable in Jan. 2017.

Help support the Arts in the Alberni Valley by renewing your memberships today. If you have not yet renewed your 2016 Community Arts Council membership, stop by the Rollin Art Centre today.

\*\*As we are a non-profit organization we rely on the generous support of art patrons like you. So please, help support the Community Arts Council today so we can help support local artists tomorrow.

### *2016 Membership Fees*

\$17 for adults

\$12 for seniors

\$22 for a family

### *Rewards of Memberships to the Community Arts Council:*

- You are invited to all artists meet and greet opening



- You receive 10% discount on purchases from the gallery and gift shop (excluding tickets)
  - Updates on all events
  - MOST IMPORTANT - Helping to support local artists
- 

### NEXT ART EXHIBIT

The next art exhibit at the Rollin Art Centre features much loved artist, Cynthia Bonesky.

Cynthia will be showcasing her amazing talent in acrylic paintings. Much of this exhibit will feature portraits, and her love of travel.

Don't miss this exciting exhibit which begins Mar. 10-April 1.

Join us in the gallery for refreshments and an opportunity to meet Cynthia at her artist reception, Sat. March 12 from 1-3 pm.



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### DE-CLUTTER AND DONATE BOOKS FOR ROLLIN ART CENTRE

Book donations not only help to de-clutter your house but the Rollin Art Centre benefits, tremendously. What a better way to help the Rollin Art Centre by donating

all your gently used books. Rollin Art Centre accepts all your gently used books, as well as taking DVD's, CD's, and puzzles for their annual book sale.

**\*\*Please no Magazines, Atlases, National Geographic, Encyclopedia's, Reader's Digest, textbooks and worn books.** Books can be dropped off at Rollin Art Centre.

This is one of the Community Arts Council's biggest fundraisers of the year to help to ensure our future in the Valley;

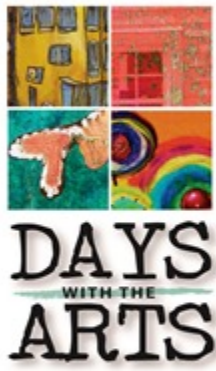
**\*\*May 13 & 14 our GIANT book sale, and takes place at Echo Centre.**



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## DAYS WITH THE ARTS

Days with the ARTS are back, however with a twist. This year we are starting a co-operative arts festival and we are inviting all artists who are interested in taking part. If you are interesting in being involved at this year's DAYS WITH THE ARTS, during the Solstice Arts festival, please contact the Rollin Art Centre. We are looking for all artists/artisans who may be interested in having a table/display/demo's set up on the grounds during the 3-day event, June 17-19. Showcase all your work, have demo's and spend the weekend creating in a beautiful setting. Space is limited, so call or drop by the Rollin Art Centre for more information





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**CALL TO ALL ARTISTS FOR THE ROLLIN ART CENTRE'S GALLERY**

The Rollin Art Centre is now accepting applications to all visual artists and artist groups to submit an application to exhibit their work in our Fine Arts Gallery during the 2017 calendar year. Don't miss this opportunity to have your own Art exhibit or group exhibit.

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\*\*The Gallery is open from 11 a.m. to 4 p.m. Tues., to Sat. call 250-724-3412

Thank you for your continued support!

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Arts Administrator  
250-724-3412

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The Community Arts Council of the Alberni Valley enriches individual and community life through sharing and shaping the cultural environment of the Alberni Valley.



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## NEWS RELEASE

For Immediate Release  
2016TRAN0037-000297  
Feb. 29, 2016

Ministry of Transportation and Infrastructure  
Emergency Management BC

### **Supporting seismic science: early warning systems**

VICTORIA – An investment of \$5-million to Ocean Networks Canada aims to increase the development and use of earthquake early warning systems in B.C. that could enhance life safety for British Columbians living in areas of the province with seismic risk. The one-time project funding will add more offshore strong motion sensors and help integrate them with land-based sensors for more robust collection and analysis of seismic activity, with the aim of contributing to early detection and notification tools for the public.

Ocean Networks Canada currently collects data from offshore and coastal strong motion sensors that will link into networks of land based sensors from other agencies including those owned by the Ministry of Transportation and Infrastructure, Natural Resources Canada and the University of British Columbia. Our investment looks to bolster the integrated network of earthquake sensors, increase the reliability and effectiveness of the data and analysis that comes from them, feed it to a centralized source that in turn can immediately deliver early detection notifications prior to the arrival of the damaging waves of an earthquake.

#### **Quotes:**

##### **Naomi Yamamoto, Minister of State for Emergency Preparedness–**

“Investing in tools that help ensure British Columbia’s resilience in emergencies is of pinnacle importance to this government, as reflected by the investments made in the new budget. Contributing to an effective earthquake detection system is prudent, as every second of early warning can save lives. Preparedness is key to resilience and sparing lives with a few extra seconds warning that allow us to drop, cover and hold on will provide a critical tool. I urge British Columbians to personally invest and contribute to our resilience by ensuring they have the plans and supplies to survive a minimum of 72 hours after a damaging quake rocks us.”

##### **Dr. Kate Moran, president and CEO of Ocean Networks Canada–**

“We’re thrilled to be working with Emergency Management BC to bring our world-leading ocean technology to save lives and reduce damages when an earthquake strikes. Making earthquake early warning a reality is rooted in Ocean Networks Canada’s vision to enhance life on Earth by providing knowledge and leadership that deliver solutions for science, industry and society.”

##### **Dave Cockle, Oak Bay fire chief, president of the BC Earthquake Alliance–**

“Investment in earthquake early warning systems for our province is a key step in protecting British Columbians. The seconds or minutes of advance warning can allow people and systems to take appropriate actions to protect life and property. Even a few seconds can enable

protective actions like the ability to ‘Drop, Cover and Hold On’, to turn off equipment, safely stop vehicles and transportation infrastructure, allow surgeons to stop delicate procedures and emergency responders can initiate emergency procedures, prepare and prioritize response.”

**Quick Facts:**

- Primary wave (P-wave) sensors detect the first movements from the earth’s crust when an earthquake occurs. These first non-damaging waves are followed by secondary waves (S-waves), which cause the majority of shaking. The ability to quickly detect the P-waves can provide seconds of advance warning before the arrival of the S-waves. The effectiveness of the detection tool depends on having enough sensors and reliable communication infrastructure to get accurate information out quickly, as well as the distance from the quake’s epicentre to the recipients of the warning. This funding helps provide more P-wave sensors and precise GPS receivers.
- Ocean Networks Canada will install three more P-wave sensors in the Cascadia Basin, Barkley Canyon and Clayoquot Slope regions and five more along the coast of northern Vancouver Island to help test and refine the earthquake early warning system they have developed. To help reduce the likelihood of issuing false notifications, a minimum of three sensors need to be triggered by a seismic event. This one-time funding will support the development of a more effective and reliable notification system by increasing the number of sensors that comprise the network.

**Learn more:**

Ocean Networks Canada: [www.oceannetworks.ca](http://www.oceannetworks.ca)

PreparedBC: <http://www2.gov.bc.ca/preparedbc>

Basic emergency kit supplies: <http://bit.ly/1JTPKOy>

Household preparedness and neighbourhood preparedness guides: <http://bit.ly/1OHIM6P>

Emergency Info BC, B.C.’s official channel for emergency alerts: <http://ow.ly/WCDbj>

Follow us on Twitter [@EmergencyInfo BC](https://twitter.com/EmergencyInfoBC) and [@PreparedBC](https://twitter.com/PreparedBC)

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Media Relations  
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Engagement  
Ministry of Transportation and Infrastructure  
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# DIGITAL ELEVATION MODELS FOR TSUNAMI MODELING IN PORT ALBERNI

February 2016

*Prepared by:*

Ocean Networks Canada  
2300 McKenzie Ave.  
Victoria, BC, Canada V8W 2Y2  
Email: info@oceannetworks.ca  
Tel: 250.472.5400  
Fax: 250.472.4760

*Report*

Report delivered in completion of Ministry Contract No. JAGEMBC1515707005 and its modification on September 18th, 2015, signed by Dr. Kate Moran, President and CEO of Ocean Networks Canada and Pat Quealey, Assistant Deputy Minister, EMBC

Client: 105  
Responsibility Centre: 15707  
Service Line: 11731  
STOB: 8001

*For more information please contact:*

Tania L. Insua, PhD  
Ocean Analytics Program Manager  
Ocean Networks Canada  
Tel: 250.721.8784  
Email: tinsua@uvic.ca

## Work Statement & Project Limitations

The attached Report (the “Report”) was prepared by the Ocean Networks Canada Society (“ONC”) for Emergency Management BC (“EMBC”) in accordance with the General Service Agreement (the “Agreement”) between ONC and EMBC dated March 1, 2015, including the scope of work detailed therein (the “Agreement”).

The information, data, recommendations and conclusions contained in this Report:

Are subject to the scope, schedule and other constraints and limitations in the Agreement as well as external limitations arising from data agreements with the providers of data to ONC for use in the Report (the “Limitations”).

Are, subject to the Limitations, made in accordance with standards maintained by parties preparing similar reports globally in similar circumstances.

Are, in part, based on information provided to ONC from external sources, which has not been independently verified such as bathymetry, topography and model results.

Have not been updated since the date of issuance of the Report and its accuracy is limited to the time period, data, and circumstances in which it was issued.

Were prepared for the purpose of compiling and evaluating the vertical and horizontal accuracy of the information available from different sources, based on ONC’s best knowledge and metadata provided by external data providers

The Report should be read and understood as a whole, and sections thereof should not be read or used out of context.

ONC relied upon the accuracy and completeness of information that was provided by external data providers and has no obligation to validate or modify that information. ONC accepts no responsibility for the accuracy of such information, or for any modifications to such information that may have occurred since the date in which this report was generated.

This Report represents ONC’s professional judgment as described above. The information provided in this Report has been prepared by ONC for the specific purpose of Digital Elevation Model evaluation for tsunami preparation and planning in the area of Port Alberni, but ONC makes no other warranties or representations, whether expressed or implied, with respect to the Report, the information contained within or any part thereof other than set out above. ONC disclaims all other warranties with respect to the Report, including but not limited to, all warranties express or implied, of merchantability and fitness for any particular purpose. ONC additionally disclaims all obligation and liabilities on

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## Executive Summary

Ocean Networks Canada operates world-class ocean observatories off the west coast of British Columbia. ONC's Smart Ocean Systems™ are applied data products that deliver information for real-time decision-making regarding, among others, public safety. This project supports the Smart Ocean Systems™ tsunami data product.

The ONC tsunami project aims to provide real-time forecasts for near-field tsunamis. A solution that requires not only the deployment of new cutting-edge technology solutions but the implementation of tsunami forecast following international standards.

Since the beginning of the ONC tsunami project new collaborations have been forged among Ocean Networks Canada (ONC) and the major tsunami agencies including Emergency Management BC (EMBC), the US National Oceanic and Atmospheric Administration (NOAA), Fisheries and Oceans Canada, in particular the Canadian Hydrographic Service, and the Ministry of Forests, Lands and Natural Resource Operations, in particular GeoBC. Thanks to the development of new and revised agreements between these agencies we are able to report here a comprehensive view of the data available for tsunami modelling in the province with more detail in the area of Port Alberni. The main achievement of this effort are the two Digital Elevation Models (DEMs) for Barkley Sound and Port Alberni that were prepared by NOAA using the data reported here. These new DEMs open the door for new tsunami modelling and forecast that can inform preparations conducted by the province to keep people in BC safe.

New rupture models for the Cascadia Subduction Zone are currently under development, as well as the first wave propagation efforts based on these scenarios. Preliminary results of the modelling efforts and first steps on the implementation for the ONC tsunami project are presented in this report as a general overview. These efforts have the potential of becoming a new standard for near-field tsunami detection and forecast, saving lives, preventing and mitigating economic losses, and helping to build resilience against tsunamis along the BC coast.

## Acronyms

DART: Deep-ocean Assessment and Reporting of Tsunami buoy

DEM: Digital Elevation Model

EMBC: Emergency Management BC

NOAA: National (US) Oceanic and Atmospheric Administration

NRC: National (US) Research Council

ONC: Ocean Networks Canada

WARN: Web-enabled Awareness Research Network

WERA: WavE RAdar system

## Background

Traditional knowledge from the First Nations along the coast of British Columbia (BC) and Washington State provides a clear indication of the impact of tsunamis on coastal communities (Nuu-chah-nulth First Nations communication during IdeaFest 2015, Ludwin et al. 2005). The occurrence of the so-called “orphan tsunami” (an unexpected tsunami that was not preceded by an earthquake) impacted Japan on January 1700 (Atwater, 2005) and became part of Japan’s written historical record. This event reinforces the oral history from BC First Nations about the rupture of the Cascadia subduction megathrust off Canada’s west coast. This information, currently validated with multiple offshore paleoseismic sedimentary records (e.g. Satake et al., 2003), is a clear warning that this type of event could occur again on Canada’s west coast. The 1700 tsunami is an obvious example of a near-field event, which would have developed a short distance from the BC coast. In contrast, the 1700 tsunami, in the eyes of a person in Japan, was a far-field event, because it originated in BC, far from the Japanese observer. Near-field tsunamis pose a high risk to the population due to the limited time for evacuation. The proximity of the earthquake source to the coast makes it challenging to deliver an alert fast enough to take the necessary precautions to save lives. These tsunamis also present higher impacts for the same earthquake magnitude than far-field sources due to the proximity to where the wave was generated.

Oral history also comes to life in the voices of the people from Port Alberni who still remember the damaging 1964 tsunami (ONC 2014, Fig. 1). This and other near- and far-field tsunami events originated by different sources (e.g. earthquakes, landslides) off the coast of Canada are well documented (Leonard et al. 2010). Leonard et al. (2014) evaluated these events in a probability study that, based on previous events, there is a 40-80% probability over the next 50 years that a significant tsunami will impact the BC coast, generating run-up higher than 1.5 m. The authors calculate a 10 to 30% probability of a run-up higher than 3 m in the next 50 years. Their work was based on historical, paleotsunami and paleoseismic data as well as modelling and empirical relations between source and tsunami.

The next great earthquake and subsequent tsunami along the BC coast could cause a significant number of fatalities and result in major economic losses, up to ~ \$75 Billion (Worldwide AIR, 2013). A BC Auditor General report (2014) indicated the need for the province to prepare for the effects of a catastrophic earthquake. In response, Emergency Management BC began working on increasing the resilience of coastal communities to natural hazards (Renteria, 2014). The work, described in this report, contributes to these resilience efforts by delivering the data needed to model tsunamis for the BC coast.





*Fig. 1. Effects of the 1964 tsunami in Port Alberni (credit: OHS 2016)*

Public education and outreach based on scientific results and models are key to making British Columbia tsunami resilient. To generate the necessary tools for planning, preparation and outreach estimates of the impact of potential tsunamis are needed as well as an evaluation of their probabilities.

From a science and technological perspective, there remain some major limitations to delivering relevant modelling and planning tools for coastal BC communities. In 2014, Ocean Networks Canada hosted a tsunami workshop in Port Alberni (ONC, 2014) that brought together some of the most recognized tsunami modellers from around the world. The 44 attendees presented the latest advances in tsunami and geohazards research and discussed the design and technology necessary for the BC coast. Among the major limitations identified, they indicated the need for detailed bathymetry and topography as well as the need of reliable tsunami detection and time of arrival forecast systems for the area (Insua and Moran, 2014). Materials from this workshop are available through the Ocean Networks Canada website (see reference ONC 2014).

Several advances have been made since then by ONC (Insua et al. 2015) in collaboration with multiple local and international partners to bring the best science to the service of the

province in tsunami preparedness. Highlights of these advances are reviewed in this report with direct references to published works by ONC and ONC's collaborators.

A major initiative with significant advancement was the collaboration among Ocean Networks Canada (ONC), the US National Oceanic and Atmospheric Administration (NOAA), Fisheries and Oceans Canada, in particular the Canadian Hydrographic Service, Emergency Management BC (EMBC) and the Ministry of Forests, Lands and Natural Resource Operations, in particular GeoBC. Thanks to the development of agreements with these ministries and departments, this report includes a comprehensive view of the data available for tsunami modelling in the province with more detail in the area of Port Alberni. Two Digital Elevation Models (DEM) for Barkley Sound and Port Alberni were developed for this effort. Documentation regarding these DEM is including in Appendices I and II.

## Overview of Tsunami Modelling from Source to Inundation

When it comes to tsunami planning and preparedness, the public are generally familiar with inundation and evacuation maps. These graphic representations of the impact of a tsunami are a useful tool for educating communities to look for safe ground when a tsunami wave is imminent.

Modelling is the most common approach used to generate inundation maps, as well as other relevant data products for tsunami preparation, such as estimated time of arrival of the wave, maximum water surface, maximum surface currents and run-up. At the same time that these outputs are generated, tsunami models can also produce the wave signal in defined locations (e.g. at a remote sensor location), allowing for the comparison of pre-run model results with the detected signal during a real tsunami event.

Multiple models (e.g. FUNWAVE, MOST) that can be optimized for several parameters were developed in the last few decades for tsunami wave propagation (e.g. Shi et al., 2012, Kirby et al., 2013, Titov and Gonzalez, 1997). Two common and essential inputs for these models are the source models that characterize the earthquake rupture, and the Digital Elevation Models (DEM) that capture the depth (bathymetry) and elevation (topography) of the area where the model is performed. A brief description of these essential entries is provided in the next sub-sections.

The ONC tsunami project demonstrates the flow of information for any tsunami preparedness exercise, which includes models, model connections, partners and data products (Figure 2). This graphic captures the development for a planning exercise for Port Alberni from the input of raw data to the output of the information from emergency managers to the public and other stakeholders.

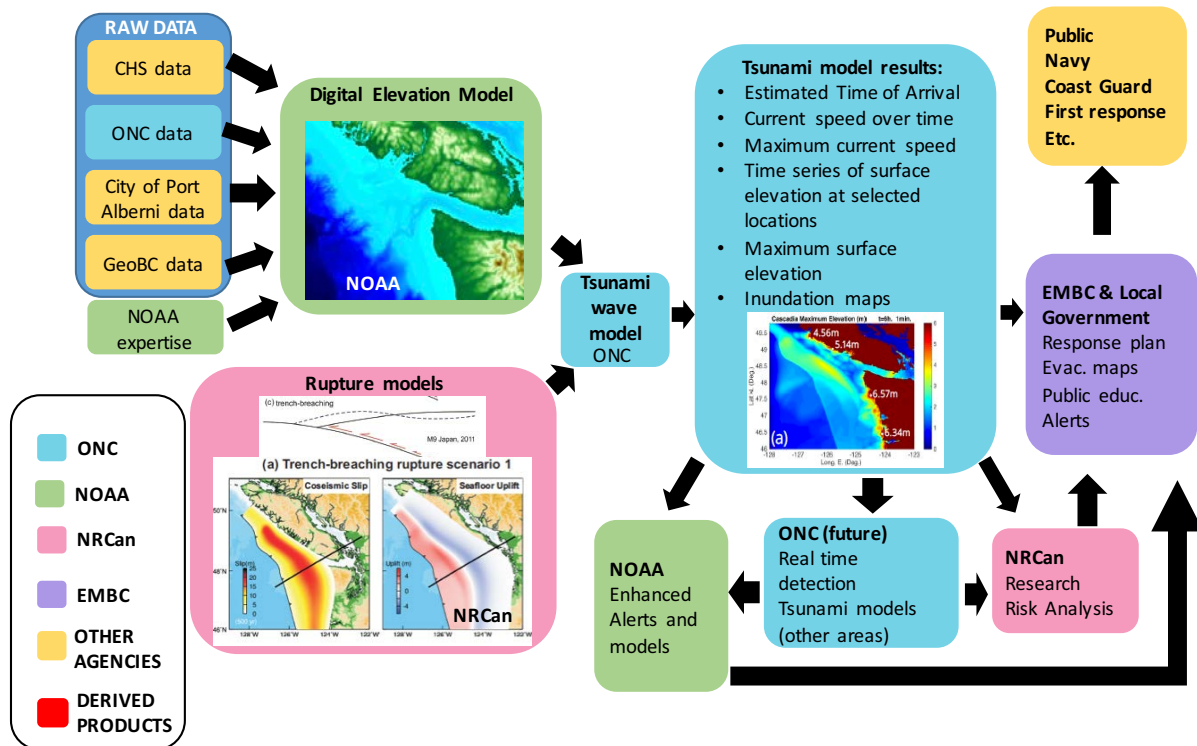


Figure 2. Simplified schematic indicating flow of models and data products for the ONC tsunami project

### Digital Elevation Models (DEM)

One of the major limitations for tsunami inundation forecasting in British Columbia is the availability of bathymetric and topographic data as well as their combination in DEM using international standards. Due to the high cost of seismic and aerial surveys, the data used for these models are usually either within governmental organization (e.g. CHS, GeoBC) or obtained by other stakeholders (e.g. municipalities, forestry industry, First Nations) from survey companies for particular purposes (e.g. land demarcation, forestry exploitation).

Tsunami inundation prediction requires a representation of the Earth's surface in the form of a DEM. These models combine bathymetry and topography in a seamless way following certain standards (e.g. vertical datum, krigging, error analysis of fused datasets, etc.). The existing data points are used as input to calculate a model. Where the data density is higher, subsampling may be used; where it is lower, an interpolation algorithm can calculate values at the grid points or even extrapolate in areas with little or no data. The resulting DEM is a gridded surface model of the Earth for a particular area. The combination of datasets usually generates major discontinuities and artifacts at the borders of datasets from different sources that usually also have different resolutions. The fusion of datasets from different sources can be challenging and the methodology used needs to avoid the creation of artifacts during the fusion process (Salomonsson 2015).

NOAA, in particular the NOAA National Centers for Environmental Information (formerly National Geographic Data Centre), are building integrated bathymetric-topographic DEMs. NOAA's National Centers for Environmental Information has defined DEM standards that are being implemented globally by tsunami planning and warning centres (e.g. Amante and Eakins 2009).

In general, the tsunami signals at the coast are dominated by the local bathymetry and ultimately by the source (Tang et al. 2009) and therefore, the DEM are a critical piece of information necessary for understanding these dynamics.

### *Rupture Source Models*

Developing the earthquake rupture source model is one of the most critical steps for the development of tsunami wave models. Source models are used for hazard assessment, planning and real-time warning, to mitigate the effects of megathrust earthquakes offshore. Megathrust earthquakes occur at convergent subduction zones where one of the plates, e.g. the Juan da Fuca plate, is diving underneath another plate, the North America plate in the case of the Cascadia Subduction Zone.

Commonly used rupture source models (e.g. Okada 1985) make assumptions and simplifications about the fault geometry, slip distribution and margin topography that can be improved with more complex models and the right information about the fault (Wang et al. 2003). The knowledge on the faults in the area will advance as new surveys and science are developed, leading to the need to fine tune the models to, in turn, improve the tsunami forecasts.

Some of the most relevant research on the Cascadia Subduction Zone was developed by scientists at Natural Resources Canada in Sidney, BC (e.g. Wang et al. 2003, Miller et al. 2001, Dragert et al. 2001, Sun et al. 2014). The source models generated by Wang et al. (2003) form the common thread for tsunami planning and preparation along the west coast of United States (e.g. Gonzalez et al. 2006).

### *Tsunami Wave Propagation Models*

Once a source model and DEM for the area are available, the tsunami wave needs to be propagated from its origin at the source to the coastal areas of interest. The DEM provides the necessary framework to characterize wave behaviour in that particular ocean basin area. This framework is determined from the bathymetry and topography captured in the DEM.

There are several different wave propagation models that can be used to evaluate the impact of the tsunami on the coast. Conventional models are based on shallow water wave equations, which neglect the dispersion effects on wave propagation, making them not

ideal for small scale, non seismic sources or far-field tsunamis (Kirby et al., 2013). Several new dispersive models, based on the Navier-Stokes equations (and not only the shallow water equations), address this issue (e.g. Kirby et al. 2013). These complex equations have multiple non-linear terms that make them hard to implement for a simulation. Most of the models available make different simplifications of the equations in order to reduce the computational time and complexity.

The National Tsunami Hazard Mitigation Program provides an ideal framework for validation of the wave propagation models. This Program currently includes NOAA, Federal Emergency Management Agency, US Geological Survey and the authorities in charge of tsunami emergencies in 29 US states and territories (NRC 2011) as well as Emergency Management BC and some other Canadian agencies in charge of tsunami emergencies. Recently ONC was also invited to participate in these sessions.

One of the major strengths of the National Tsunami Hazard Mitigation Program meetings is the benchmarking of models for tsunami propagation with the newest measurements from recent events that have happened world-wide. The capability of the National Tsunami Hazard Mitigation Program to run benchmarking in particular areas is limited by the accessibility of DEM as public data as well as the records from real signals. Recent efforts are focusing on the optimization and evaluation of these models to recreate ocean surface currents generated by the tsunami as well as the optimization of models for landslide originated tsunamis (National Tsunami Hazard Mitigation Program Coordinating Committee Members 2016, National Tsunami Hazard Mitigation Program Website 2016).

Among all of the models presented at the 2015 meeting, FUNWAVE-TVD (Kirby et al. 2013, Shi et al. 2012), a dispersive model that presents a Boussinesq approximation to the Navier-Stokes equation, provided some of the closest values to the measured data. This NOAA model was selected to be the model for tsunami wave propagation for the Ocean Networks Canada project. This model has proven in the past that differences in surface elevations when dispersion is not considered can be as high as 20% (Grilli et al. 2007). In order to run the details of the tsunami propagation, several nested grids are used for this model. Nested grids are basically different DEMs with grids that go from a coarse size to a very fine size. The model is first run in the coarse grid and generates conditions for it to be run in the subsequent grids going into more detail until the point of being able to calculate the inundation on the coast. This allows for the model to run more efficiently and also reduces the requirements for the coarser grid DEM. FUNWAVE-TVD takes into account the Coriolis effect, caused by Earth rotation, that affects the propagation of the tsunami wave (Kirby et al. 2013) in particular for sources in high latitudes. Boussinesq approximations provide more accurate results than conventional models (Kirby et al. 2013). FUNWAVE-TVD is an ideal model for British Columbia because it is able to address the dispersion and

Coriolis effect in the wave. This model is also able to take into account dissipation processes of the wave, including breaking and it has been optimized for providing accurate results of inundation and run-up over land (Chen et al. 2000).

Another remarkable model is the so called Method Of Splitting Tsunami (MOST) model (Titov and Gonzalez 1997), commonly used by Pacific Marine Environmental Laboratory. This model has the advantage of simulating the major steps for the tsunami from the generation of the tsunami by the earthquake to the propagation and inundation. The source model embedded in MOST is based on an Okada (1985) source model. The wave propagation part of the model considers dispersion effects from a non-linear shallow water equation with Coriolis terms (Titov and Gonzalez 1997).

Several other tsunami models are commercially or freely available, some of them benchmarked. A detailed discussion of these models is out of scope for this report. The decision from ONC to use FUNWAVE is based on its performance in the benchmarking exercises as well as the more descriptive equation that is implemented in this model. Despite that ONC expects to be able to implement MOST in the future, currently the use of FUNWAVE serves to better the generate results needed for tsunami planning.

### *Tsunami Preparedness & Planning*

The model results produced by the wave propagation model are the basis for producing preparation and planning documents for evacuation and public safety such as tsunami flooding hazard maps (e.g. Gonzalez et al. 2006). A common tool used for this final part of the preparedness and planning is the Hazus-MH software from the Federal Emergency Management Agency (Federal Emergency Management Agency). Natural Resources Canada began to use this software for the preparation of analysis for the province of British Columbia. ONC will contribute the models generated as part of the tsunami project to this effort.

Hazus-MZ is a standardized methodology to estimate potential damage from natural hazards. It uses geographic Information systems (GIS) to map and display the hazard data and results of the damage on infrastructure and the population. This software helps to perform an analysis of the main steps of evaluation starting by identifying the hazards and profiling them. An inventory of assets is developed and the losses from the hazard are estimated in order to finally evaluate the mitigation options.

In the case of tsunami preparedness, it is important to develop evacuation maps in a consistent and common format for all communities (NRC 2011). Another important step in the products developed after the tsunami inundation is a vulnerability assessment including an evaluation of the population exposure and sensitivity (NRC 2011). It is important to generate these analyses and evaluate the hazard for particular populations



and infrastructure. Critical infrastructure and the impacts that the tsunami will have caused by losses on this type of infrastructure (e.g. hospitals, sewage plants, roads, etc.) will be one of the main factors determining the time of recovery for the community. A complete view of all of the sensitivities to tsunamis will enable the province to evaluate where to best invest for making BC a tsunami resilient.

The use of situational awareness solutions such as specific software that allows managers to track the evolution of the situation as it evolves would be the next logical step. Different software solutions are available for this purpose. Some of them will be multipurpose (e.g. IBM Emergency Management Centre) and serve emergency managers for different situations while others can be completely targeted to tsunami impact management (e.g. Tweb, SIFT). Some of these solutions are included and reviewed in this report. ONC will be providing tsunami results that can be incorporated into NOAA systems such as Tweb and SIFT. In the case of Tweb, EMBC would be able to access this tool via the internet and follow in real time the advances in the detection and forecast of the tsunami in a real event.

Outreach activities that translate the technical meaning and the science behind tsunami modelling, including its advantages and disadvantages, to the public are critically necessary. A common misconception when talking to the public is the assumption of a tsunami being a “larger wind wave”. There are also common misunderstandings on the terms run-up, maximum surface elevation versus maximum wave elevation and inundation height. It is a challenge for the public to understand the impact of a tsunami wave and its dimensions without visual aids and a detailed explanation. The dissemination of information and the practice of tsunami evacuations is a crucial tool for the preparation of the communities (NRC 2011).

## Previous Tsunami Models in British Columbia

Multiple studies have been conducted in British Columbia to forecast and evaluate past tsunamis. Measurements from several sensors from the NEPTUNE observatory, such as the bottom pressure recorders detected tsunami signals since their installation (e.g. Fine et al. 2015, Thomson et al. 2009, 2011, Rabinovich et al. 2008, 2013). These sensors complement DART stations 46419 and 46404 deployed offshore the Cascadia Subduction Zone as well as the coastal tide gauges in the area.

Several studies modelled the Cascadia Subduction Zone (e.g. NG et al, 1990, Cherniawsky et al. 2007, AECOM 2013, Johnstone and Lence 2009, 2011). An overview is presented here of the most significant studies since the 90's for the coast of British Columbia for forecasting tsunami events including surface water elevation, maximum currents calculations, and inundation in some cases. The multiple studies that analyze in depth tsunami signals detected offshore BC and in the BC coast (Fine et al. 2015, Thomson et al. 2009, 2011,

Rabinovich et al. 2013) provide an extremely useful approach to the real-time signal analysis that are in development, but are not central to this report and, therefore, are not presented in depth.

NG et al. (1990) evaluated two 2D models with grid spacing of 5 and 2 km for the deep ocean and the Juan da Fuca Strait and Strait of Georgia. They also obtained results from a 1D model for the Port Alberni Inlet on a 2 km grid. The deep model used the shallow water equations with very simple contours as a DEM input and a linear representation of the source's bottom displacement. The Juan da Fuca Strait and Strait of Georgia model incorporated more non-linear terms than the initial shallow water equation. The inlet model was based on the 1D equations of continuity and momentum. The 2 km grid used for the Juan da Fuca Strait and the Strait of Georgia used a model adapted from Crean et al. (1988). The source model used followed a Mw 9.2 earthquake for the worst case scenario, two more scenarios were evaluated with partial ruptures only in some segments of the subduction zone. The worst case scenario had a maximum water surface elevation of 5 m along the deformation front and a maximum 0.5 m submergence along the Northeast and Southwest coast of Vancouver Island (Rogers, 1988). The length of the deformation front was 500 km in this worst case. This pioneer effort on tsunami modelling for the area showed maximum water surface elevations of 5 m in Barkley Sound and 16 m at the head of the Alberni Inlet. The water surface elevations obtained with the finer grid varied from 2 m for Victoria, less than 1 m for Strait of Georgia and 2m for Sooke. NG et al. (1990) pointed out the amplification of the wave in BC coastal waters, in particular in the Port Alberni inlet. This study estimates the travel time to Victoria and Vancouver to be approximately 94 and 187 minutes respectively.

One of the most relevant studies for the area is the research by Cherniawsky et al. (2007). In this study three different rupture scenarios are evaluated for wave height and tsunami currents speed at Ucluelet, Victoria and Esquimalt, BC. This model followed three source models from Wang et al. (2001, 2003), named the long-narrow, short-north and short-south scenarios, all of them with a coseismic fault slip of 19m. The long-narrow scenario is a 1100km long rupture along the entire Cascadia Subduction Zone (40.5°N to 49.5°N). The short-north scenario is limited to 670km in the north area (from 44.3°N to 49.5°N) and the short south extends 440km (from 44.3°N to 40.5°N). The MOST model (Titov and Gonzalez, 1997) was used for this work. The DEM used in this study were generated based on CHS data available and did not include topographic information with the finer grids going as small as ~10m. The datum used for this study was Mean Sea Level (MSL). This model indicates maximum surface elevation values of ~14m for Bamfield, ~12m for Tofino, 6-9m for Ucluelet, ~4m for Esquimalt and less than 3 m for the Strait of Georgia and Victoria. The currents detected in this study for Ucluelet, Victoria and Esquimalt reached 10knots (~5m/s). The results from this study concluded that a megathrust earthquake on the Cascadia



subduction zone could produce a surface elevation exceeding 10-15 m in some areas and may provide less than 20 minutes of warning between its onset and the tsunami wave impact on the western shoreline of Vancouver Island (Cherniawsky et al. 2007). The MOST model used for this study was benchmarked by NTHMP.

Johnstone and Lence (2009, 2011) studied the mitigation strategies and evacuation models for Vancouver Island, centering their efforts at Ucluelet. The model that was used by this team for the wave propagation was the model developed TsunamiCLAW (George and LeVeque, 2006). Two rupture scenarios were used (Walsh et al. 2000). The first one describes a Mw 9.1 earthquake with a rupture length of 1050 km and a width of 70 km. The second scenario scales the vertical deformation by a 60% factor. The details for the generation of the DEM included in this study can be found in the report to EMBC generated by the authors, including the datasets and quality control and procedure for merging (UBC and Spatial Vision Group, 2006a). The initial waves were expected to arrive to Ucluelet after 40min. The safety elevation for this study was set to 20 m for the outer coastline of Ucluelet, 15m for southern part of the inlet, and 10 m for the northern portion of the inlet (Johnstone and Lence 2009). This model indicates that inundation depth could reach 12m with velocities up to 7 m/s (Johnstone and Lence 2009). The models developed by Johnstone and Lence (2009, 2011) were focus on the loss estimation and emergency planning. A detailed report of the steps taken after the modeling can be found in the report submitted to EMBC by the authors (UBC and Spatial Vision Group, 2006b). Further studies considering the structural impact for wood frame buildings by tsunami impact are described by the same team in Becker et al. (2011).

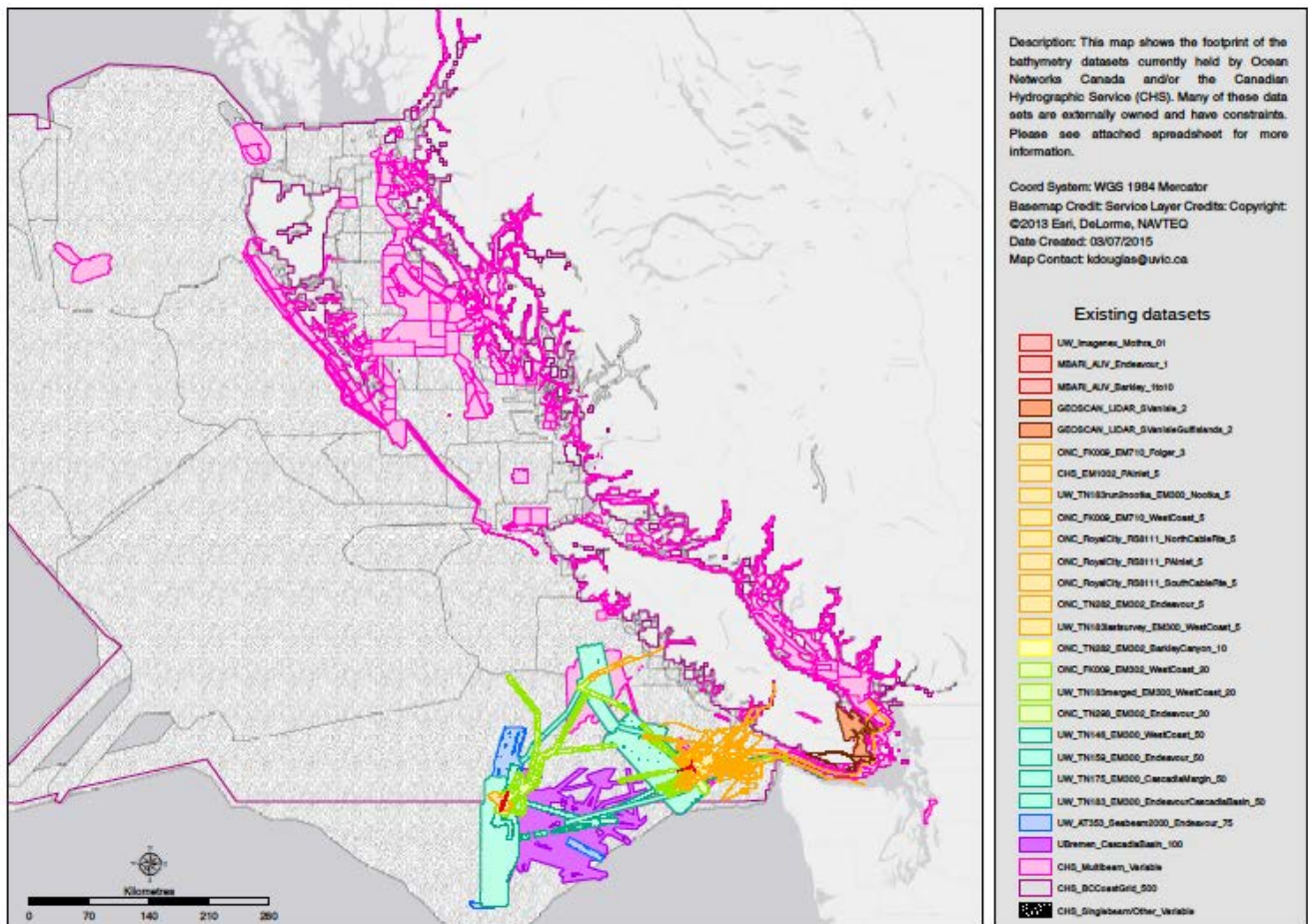
This study was followed by a recent study contracted to AECOM (2013) by the Capital Region District (CRD) to model the most probable Cascadia Subduction Zone scenario, that represents a Mw 9.0 shallow dipping subduction zone eastern of the rupture at 123.8° W at a depth of 30 km below the seafloor (AECOM, 2013). The rupture was modelled by 550 planar faults with a 15.4 m slip. The rupture produced 6.2 m of uplift and 1.5 m of subsidence. The wave was propagated with the NEOWAVE model (Yamazaki et al. 2009, 2011) The grids used for the model were 90 m for the full CRD, ~18m for Esquimalt Harbour, and ~9m for Victoria. The DEM generated for this study by AECOM were also challenged by the differences in the datum system from USA and Canada, as well as limitations on accuracy and availability of the data. The vertical datum used for the study was CGVD28. The details of the DEM generation can be reviewed in the report (AECOM 2013). The model was run for Higher High Water Mean Tide (HHWMT) that was estimated to be 0.732 m above the Mean Water Level (MWL). Maximum water surface elevations from this report reach 6 to 9 m elevation along the open coast of Vancouver Island. The maximum water surface elevation in Port Renfrew was 3.1 m and decreased to 2.4 m at Victoria and 2.2 m along the Saanich Peninsula. Resonance in Esquimalt brought the water

surfaces up to 4.3 m and 3.1 m at the Gorge. This study reported inundation maps for Victoria and Esquimalt (AECOM 2013). The MOST model used for this study was benchmarked by NTHMP. Flow speeds reported reach velocities of 3.1 m/s at Esquimalt Harbour and 3.4 and 3.1 m/s at Victoria Harbour and the Gorge, respectively. The tsunami wave arrival was detected in Port Renfrew 60 min after the rupture, and it took 76 min after the earthquake to reach Esquimalt and Victoria Harbours. Sidney was reached 110 min after the incident. A 50% factor was added for public safety in the inundation maps produced by this report (AECOM 2013).

Hereafter we review new advances that followed these studies in tsunami modelling for the coast of British Columbia. Preliminary results of the ONC tsunami project are also presented.

### Available DEM Data Sources in British Columbia

NOAA produced, in the past, a medium resolution (3 arc-sec) DEM of British Columbia. This document, available through the NOAA website 2016, includes the bathymetric component of the DEM. The presence of bathymetry alone and the coarse grid size on this DEM make it a useful dataset for the first level grids of the tsunami propagation model. But finer grids are necessary to propagate the wave on the coast and shore, and therefore generate inundation maps and water surfaces and currents with the adequate level of accuracy.



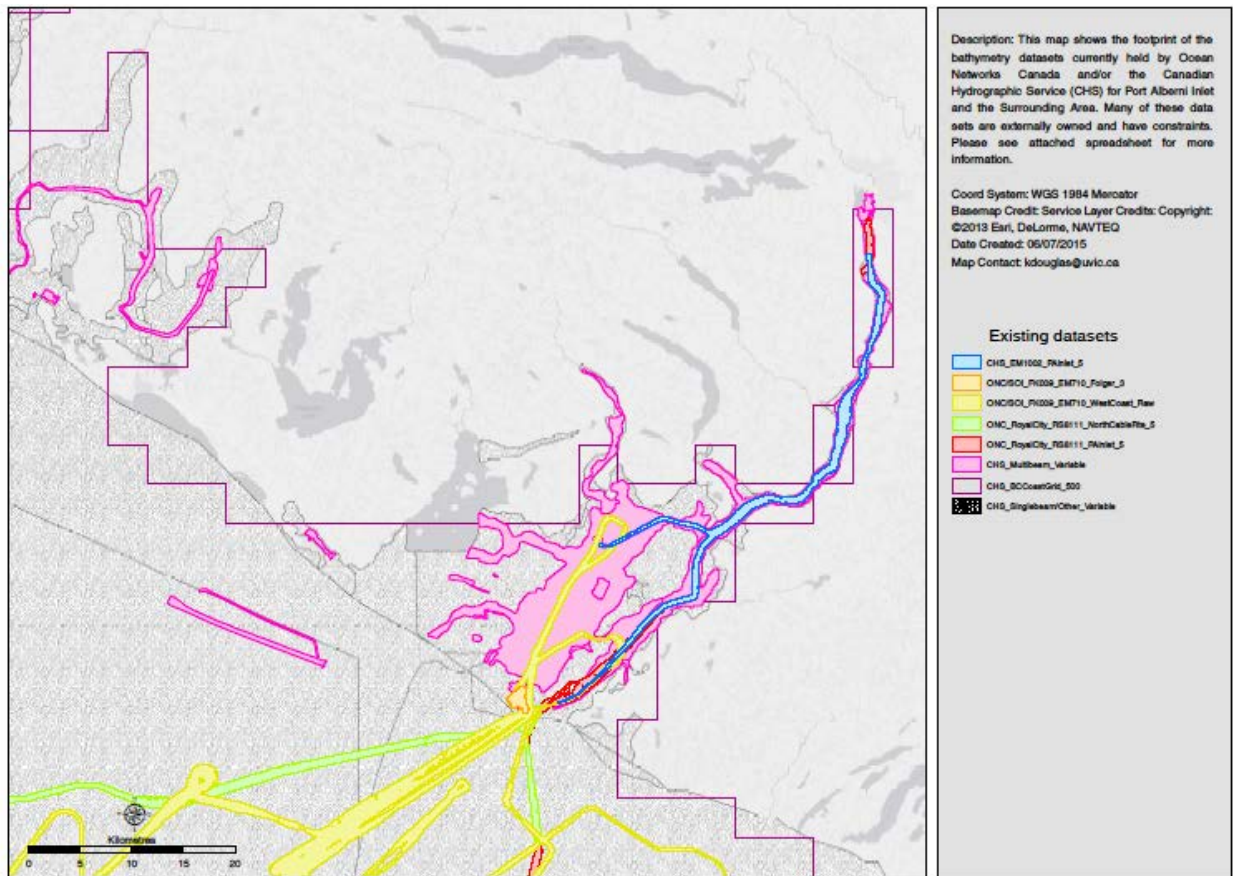


Figure 4. Bathymetry coverage for Barkley Sound and Port Alberni.

This section provides details about the data available for the area that were identified and used later by NOAA to generate the DEMs for Port Alberni (see Appendix I) and Barkley Sound (see Appendix II).

### Available Datasets

Bathymetric surveys by CHS cover extensive areas of the coast including those that were run with multibeam (Figure 3) It is evident from Figure 3 that there are large expanses of single-beam or even lead-line data for much of the offshore. CHS is currently in the process of covering new areas and re-surveying some of the old measurements. This is a large effort that will still take some time to complete. ONC requested access to the bathymetry data available from CHS for British Columbia.

Figure 4 is an overview of the different datasets and their accuracy for the Port Alberni Inlet. All of these datasets were made available to NOAA's National Centres for

Environmental Information for the generation of the DEMs of Barkley Sound and Port Alberni (Appendices I and II).

Bathymetry and topography in the coastal areas and near shore are critical (Titov and Gonzalez, 1997) for simulating inundation in high resolution.

The topographic data that ONC used for Vancouver Island are shown in Figure 5, which was provided by GeoBC. These data are photogrammetrically derived using a semi-global matching (SGM) process (Brad Hlasny and Harald Steiner email communication).

Multiple other stakeholders (e.g. forestry industry, First Nations, etc.) have their own DEM and in some cases lidar data. ONC contacted these groups, including Hydro BC and the Capital Region District, to explore the possibility of obtaining those datasets for the sole purpose of tsunami modelling. Other stakeholders, such as the City of Port Alberni, have been proactive in contacting ONC to facilitate access to their lidar data for the same purposes. Only by sharing the data available in the province will it be possible to enable robust tsunami preparation.

### Uncertainty of Datasets

For illustration purposes, a comparison cross-section is presented (Figure 6) among three datasets (CHS - blue, ONC - cyan, and the US Geological Survey digital elevation model (DEM) for the Cascadia Margin – green). These datasets are plotted at roughly 10 m intervals and analyzed for differences. The US Geological Survey DEM has a resolution of 250 m, while the other two have resolutions each of 5 m.

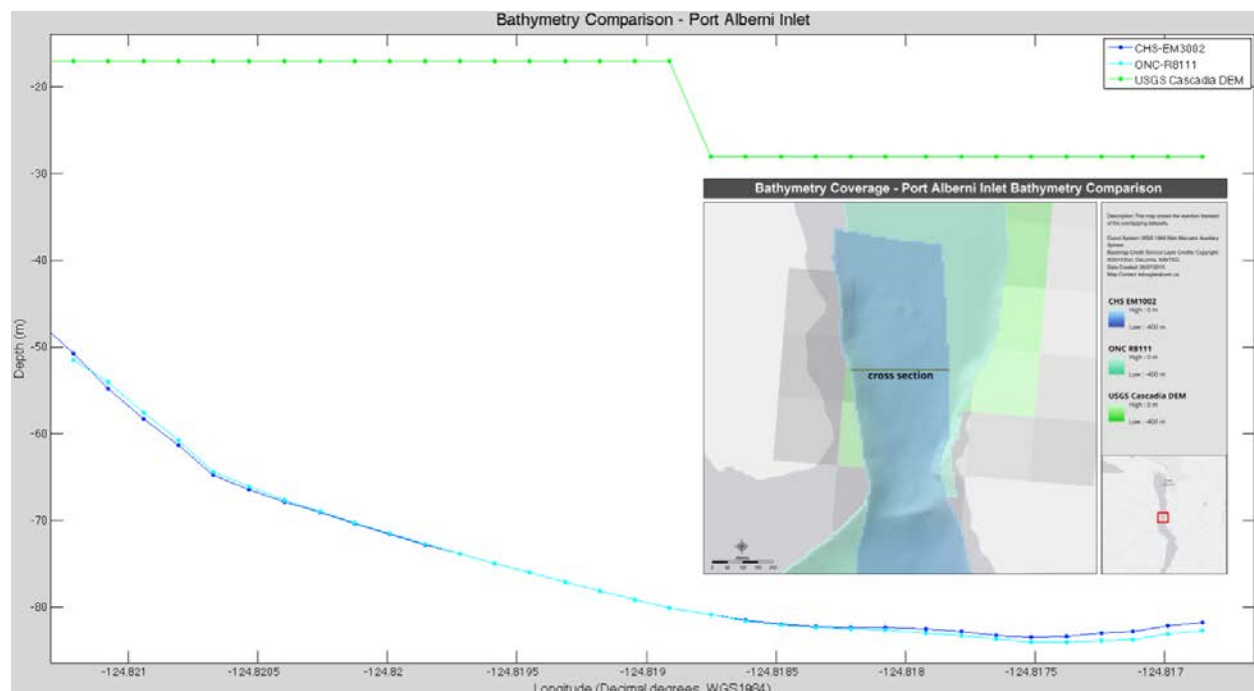


Figure 6. Comparison of bathymetry from three datasets within the overlapping region of the Alberni Inlet. Location of this comparison is shown inset.



The US Geological Survey DEM evaluated for this example is too coarse to delineate the major elevation differences in the inlet (Figure 6), so it is clear that finer resolution data are needed for modelling this area. There is a strong correlation between the two 5 m resolution datasets, where overlap exists, with greater differences near the outer margins of the surveyed area. This is expected with multibeam surveys, as the outer edges are less densely sampled than those nearer to the nadir line. They are also most affected by sound velocity differences. Overlap when surveying helps to compensate for differences, but the outer edges of a survey will always be more prone to error. The differences range from 0.2 cm to 93.7 cm., which is an acceptable range for this resolution.

Details on the datum and other parameters for the different datasets are presented in Appendix III.

### *Challenges of the Available Data*

There are many challenges associated with the lack of available bathymetric data. Canada's west coast is geographically large and while most of BC waters have been surveyed with lead lines or single-beam data, little has been surveyed with multibeam sonars. To complete a digital elevation model of the coast it is necessary to combine all these sources of data.

Datasets are often difficult to source as there is no common repository for data discovery and access. Data are often proprietary and require either extensive and renewable licensing or purchase for use. Through research relationships, ONC holds data from the University of Washington, the Monterey Bay Aquarium Research Institute, the Canadian Hydrographic Service and the University of Bremen. The agreements in place provide access under a limited use for a limited period of time. Without renewal every 1-3 years, data must be deleted providing challenges in maintenance. ONC also collects bathymetric data on an opportunistic basis during maintenance cruises. Challenges arise when using a variety of ships with different sonar systems and varying levels of instrument documentation. ONC generated raw data are openly available via the Oceans 2.0 data search. They are not corrected for tides, but pressure data from conductivity—temperature—depth instruments are available from the observatories for the same time periods. Based on these data, the user can produce its own tidal models.

Datasets have been collected by various organizations over the last 100 or more years and very little metadata are available in most cases. This means that spatial reference, lineage, and uncertainty information are often unavailable. Some data are corrected for tides, some are not, and some corrections are unknown and hard to replicate to relate all the surveys to the same datum. These data were primarily used at ONC for planning cables, deployments, and producing maps showing the locations of past and present infrastructure. The data

with these limitations are sufficient for this purpose, but more information will be required for high-precision analysis such as tsunami modelling.

Storage of data is limited by space and the ability of databases to handle certain data types. ESRI, in 2012 provided support for bathymetric data as of version 10.1, in particular for the bathymetric attributed grid format that allows for the storage of uncertainty information. Using a comprehensive standard format will help facilitate better management of the data. Improvements with ISO 19115 metadata standards are also improving data management as ancillary information is available in a common language. These standards are also supported by ESRI.

The tsunami-modeling project is an opportunity for ONC to improve its bathymetric data management and metadata. ONC is facilitating this by adopting standards in format, metadata and software to follow best practices. When new datasets are received, care is taken to request as much metadata as possible in ISO formats. Metadata are being written where known for old data sets under a data rescue project. These efforts will preserve the data in a usable, functional format that is scalable, searchable and will continue to be for the foreseeable future.

### *Port Alberni Tsunami Modeling DEM*

NOAA is an active participant and the group that generated the DEM described in Appendix I and II of this report. These DEMs are critical tools for tsunami modelling for the area of Port Alberni. ONC will be hosting a DEM training workshop for the major agencies involved in this project. This will educate some key technical personnel on the production of DEM under NOAA standards, making the agencies in the province self-sufficient for the generation of their own DEM for tsunami modelling.

The major steps in the process for generating a DEM following NOAA standards are listed below (US National Geophysical Data Center website, 2016).

1. The first step is gathering of bathymetry and topography data from multiple sources. These datasets can be collected with a range of different technologies and they will come in diverse formats, scales, resolutions and qualities. A detailed overview of the methods employed in the collection of raw data used in DEM can be found in Salomonsson (2015). The datasets collected are then checked for quality and missing features can be included by hand digitization.
2. Then data are converted into the same type of file and all data are corrected to reference the same vertical and horizontal level or datum. A horizontal datum commonly used in United States for tsunami DEM is WGS84 (see Appendix I and II). The vertical datum most commonly used by NOAA are NAVD88 and MHW. In the Canadian system the use of NAVD88 is not common and the most commonly used datum is the Canadian Geodetic Vertical Datum from 2013 (CGVD2013) which

substituted the previous Canadian Geodetic Vertical Datum from 1928 (Natural Resources Canada website, 2016). The calculation of differences between different datums (e.g. Mean High Water, Mean Sea Level, etc.) are done with the VDatum software (VDatum website, 2016) in the case of US standards. A similar tool is available for Canadian standards, named GPS-H tool, developed by the Canadian Geodetic Survey (GPS-H website, 2016, see Appendix I and II).

3. The data are then visually evaluated and edited where necessary. The different datasets need to be in agreement with each other vertically without showing any abrupt change within each dataset or when compared to others.
4. DEMs are built based on the data from the previous steps and then evaluated. Any DEM generated require agreement with other DEMs that may overlap in the area. This is essential for the tsunami propagation models (see sub-section below) to reproduce a seamless wave propagation. The DEM can then be transformed to a new vertical datum (e.g. mean high water surface is commonly used for the National Tsunami Hazard Mitigation Program Website, 2016). In order to transform the vertical datum a conversion grid is necessary. In the US system this is done with VDatum (US National Geophysical Data Center website, 2016). Currently, Ocean Networks Canada is not aware of the availability of a standard conversion grid for the area of British Columbia. This limits the capability of modelling and planning for the province.
5. Finally, documentation, such as that presented in Appendices I and II should be generated.

More details about the DEM process can be found on the US National Geophysical Data Center website (2016). Details about the particular DEM for Barkley Sound and Port Alberni can be found in Appendices I and II, respectively, as provided by NOAA.

## NOAA Real-time Detection & Modelling for British Columbia

British Columbia currently receives far-field tsunami alerts through the Alaska and Hawaii Tsunami Warning Centers operated by NOAA. The National Tsunami Warning Centre at Palmer, Alaska issues the alerts that Emergency Management British Columbia (EMBC) disseminates to local authorities and the public (IOC, 2011). These alerts are based on NOAA's DART detection system as well as multiple buoys and water level gauges.

Unfortunately, the NOAA detection system is not designed for addressing the generation and propagation of near-field tsunamis that originate less than 1000 km offshore. Rather, NOAA's systems are designed for far-field tsunamis with sources around the Pacific Rim distant from BC (e.g. Rabinovich et al. 2006). The maintenance of the DART system, as any other detection system deployed for long term operation is not free of challenges, and the instruments need to be upgraded and maintained in a priority order that serves the most critical infrastructure first (NRC 2011). NCR (2011) recommends improving the reliability of the DART systems as well as assess the appropriate spatial coverage of the DART and sea level infrastructure. In the same report, NRC (2011), indicates the need to coordinate NOAA

initiatives and infrastructure with observatories such as those operated by Ocean Networks Canada and the US Ocean Observatory Initiative, specifically to access seismic and bottom pressure recorder data in real-time. NOAA receives ONC data and is currently moving into implementing ONC's data into their real-time system (Paul Whitmore, NOAA Alaska, personal communication).

There are several water level stations offshore British Columbia operated by the Canadian Hydrographic Service (Fisheries and Oceans Canada) and the Water Survey of Canada (Environment Canada). These systems can record tsunami signals. Some of these sensors are specific for tsunami warnings while others are part of the Permanent Water Level Network (IOC, 2011).

Seismic sensors, such as the land stations of the Canadian National Seismograph Network, and several broadband ocean bottom seismographs on ONC's cabled ocean observatories offshore Vancouver Island collect seismic data constantly (IOC, 2011), providing information also related to tsunami events. Data from the Canadian National Seismograph Network and ONC are transferred directly to the Incorporated Research Institutions for Seismology. A Cascadia megathrust tsunami will be preceded by less than 20 minutes of warning between the start of an event and the wave impact on the western shoreline of Vancouver Island (Cherniawsky et al., 2007). Near-field tsunamis demonstrate the need for training coastal communities in how to react because the initial evacuation needs to be self-directed (NCR 2011) and based on science-based drills.

In recent years the Pacific Marine Environmental Laboratory has been using the MOST model (Titov and Gonzalez, 1997) to generate a forecast database of pre-computed tsunami scenarios. These scenarios can be compared to real-time measured data in the case of an event, producing a quick estimate of the tsunami impact (Titov et al. 2001). The so-called Short-Term Inundation Forecast for Tsunamis allows a timely response by emergency managers in the case of a tsunami event, providing them with updated information through the life of the emergency. In general, during an event, the use of better data for a more accurate forecast also means the time to wait to acquire more data is reduced, thus reducing the time for the response (Titov et al. 2001). The use of offshore sensors that are closer to the source of the event and farther away from community at risk provides more time for the reaction and collection of the data (Titov et al. 2001). A model for real-time forecast needs to provide (Titov et al. 2001): 1) accuracy, which will depend on the model physics error as well as the model input error, 2) speed, dependent on the source model specification and the computational time, and 3) robustness, the results need to be reliable. In the case of real-time tsunami forecast, the quality of the prediction is more dependent on the overall energy from the source than on the high resolution details of the source model (Gica et al. 2015) and a timely decision with less optimal inputs for the model



can be more important than an accurate model output generated too late. The inundation forecast in a real-time event can be optimized based on 1D run-up models that, despite their simplified assumptions, will provide a timely response (Titov et al. 2001). Examples of the Short-Term Inundation Forecast models can be found in the Cascadia Rising Exercise scenarios provided by NOAA (Figures 17 and 18) to ONC.

NOAA is currently developing a software package that will integrate real-time tsunami warnings and simulated scenarios (Bernard and Titov 2016). They have also developed an interface for training the communities to react to tsunami flooding. The Community Model Interface for Tsunamis (ComMIT) provides access to flooding forecast via a web-enabled interface for users in the community (Titov et al. 2011). An initiative simultaneously developed as a web-version is the TsunamiWeb or Tweb presently under testing by NOAA (Bernard and Titov 2016). These tools help to standardize the tsunami forecast and real-time decision efforts. ONC intends to collaborate with these initiatives by providing NOAA the forecasts developed for the coast of BC.

## The Ocean Networks Canada Tsunami Project

Ocean Networks Canada operates world-class ocean observatories off the west coast of British Columbia for the advancement of science and the benefit of Canada. The NEPTUNE and VENUS cabled observatories collect data that help scientists research coastal earthquakes and tsunamis, climate change, effects of noise pollution on marine life, ocean acidification, and the discovery of new species from the deep sea. These facilities extend and complement other research platforms and tsunami detection programs (e.g. DART buoys from NOAA).

Real-time flow of data to on-shore laboratories and data centres permits rapid analysis of information on natural hazards such as earthquakes, tsunamis, storm surge, and underwater landslides. NEPTUNE and VENUS share the same data management and archive system — Oceans 2.0. It provides users with open access to real-time and archived data and supports a collaborative work environment. ONC data are also hosted by University of Saskatchewan as a backup system which collects over 80 Tb per year.

As part of its new mandate, ONC is currently developing an integrated portfolio of ocean observing products and services — Smart Ocean Systems™— that use the sensors and instruments in ONC's network to produce applied science products based on an analytic solutions (Figure 7). These products and services address growing global demand for informed and rapid decision making in response to marine monitoring or geohazard events such as earthquakes, tsunamis, oil spills, and vessel navigation.



Figure 7. Smart Ocean Systems™ schematic showing the data flow elements for delivering a response (e.g. alert) to an event (e.g. tsunami).

The ONC tsunami project leverages ONC’s assets for tsunami detection and complement them with the modelling necessary to issue a tsunami forecast in a timely manner during a real event. This program is designed to conduct high speed analysis of NEPTUNE sensor data and identify the most likely simulation from multiple scenarios previously run on a high-performance IBM computer. This system will provide an estimation of the inundation impact onshore in a timely manner. The project aims to forecast near-field tsunamis generated by the Cascadia Subduction Zone, although it also has the potential to detect far-field tsunamis and tsunamis generated by non-seismic sources, such as underwater landslides and meteo-tsunamis that can have a potential impact on the coast of British Columbia (Thomson et al. 2009, Cherniawsky et al. 2007).

ONC developed the Web-enabled Awareness Research Network (WARN) as part of the ONC Oceans 2.0 data management system. WARN performs early detection of tsunami and earthquakes based on the data collected by the sensors distributed on-land and offshore on the cabled observatory. This system implements fast event detection and correlation from multiple sensors. Using the common alert protocol, WARN delivers alerts to clients interested in programming a reaction to these alerts. The results obtained from the ONC tsunami project will be integrated into the WARN network for comparison of the simulated scenarios with real-time measured tsunami events.

### *Tsunami Detection Assets*

The NEPTUNE cabled observatory off the west coast of Vancouver Island has been proven to detect the passage of multiple tsunami waves (Figures 8 and 9, e.g. Thomson et al. 2011, Rabinovich et al. 2015). The bottom pressure recorders at multiple nodes along the length of the NEPTUNE cable have been used in the past by NOAA’s Pacific Marine Environmental

Laboratory to study past tsunami signals. Currently the bottom pressure recorders are being integrated for real-time detection of tsunamis, complementing the DART network from NOAA as part of ONC collaboration with this organization.

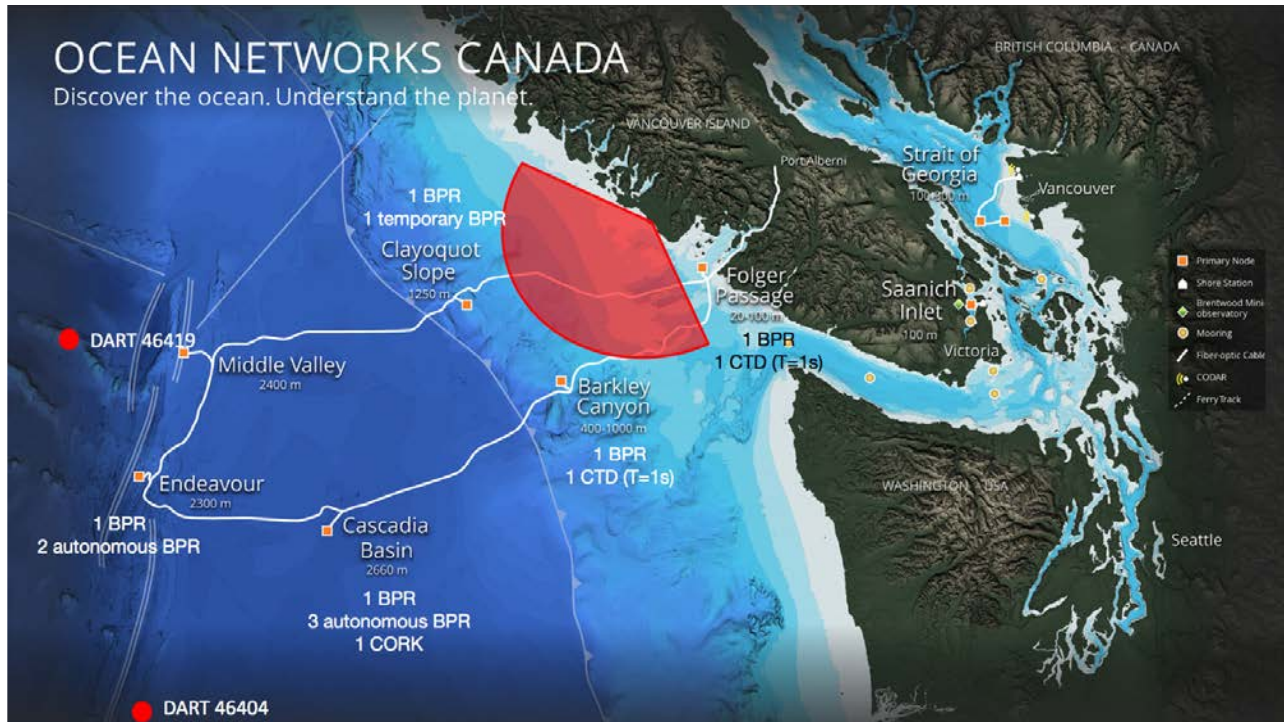
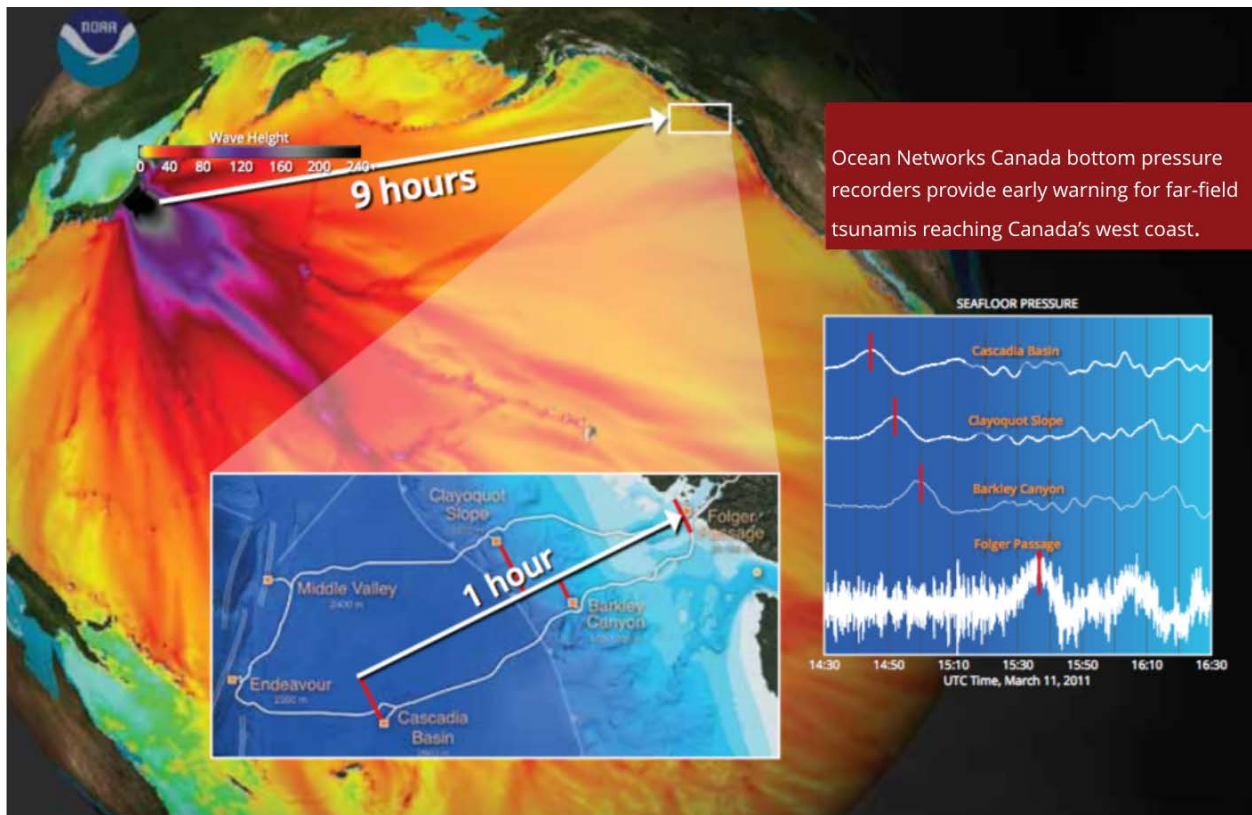


Figure 8. Tsunami detection assets on ONC's Neptune observatory and the location of NOAA's DART buoys. BPRs are bottom pressure recorders that with high precision directly measure tsunami waves.

Currently there are three bottom pressure recorders at Cascadia Basin (Figure 8) that are autonomous and not connected to the NEPTUNE cable. The cabled connection of these three sensors (Thomson et al. 2011) would be an extremely useful addition for the identification of the source of near- and far-field tsunamis.

Multiple other instruments (bottom pressure recorders and conductive—temperature—depth sensors set at a high sampling frequency) installed on the NEPTUNE observatory are currently delivering real-time data and, thus, able to detect a tsunami wave.

Other instrumentation on the observatories, including seismometers and hydrophones have the potential of detecting earthquakes and the tsunami associated signals (e.g. Abdolali et al. 2015a, Abdolali et al. 2015b) adding to the capability of the observatory to provide critical information in the case of a real event. Although these detection systems have never been implemented in a real-time system, they represent the next major addition to a near-field tsunami detection system.



Ocean Networks Canada bottom pressure recorders provide early warning for far-field tsunamis reaching Canada's west coast.

Figure 9. The Pacific Ocean with NOAA's model results of the tsunami wave that crossed the ocean after its generation from the Tōhoku earthquake. The tsunami waves took nine hours to reach Canada's exclusive economic zone and, from there, 1 hour to hit the coast. All of ONC's active bottom pressure recorders detected the wave.

A new high frequency coastal radar (WERA) was installed at the Long Beach Airport, Tofino, BC (Figure 10) to directly measure and profile incoming tsunami waves. This system is the first one of its kind implemented as part of a real-time detection system and is therefore currently a research tool. The Tofino WERA radar comprises twelve 3 m receiving antennas spaced 10 m apart and four 5 m separated transmitting antennas arranged in a rectangle of 11 m by 5.5 m (Figure 10). Once fully operational, this system operates at 13.5 MHz, and the output will be integrated over 2 min time intervals. In a real event and once its fully commissioned, the WERA radar will detect the tsunami providing a magnitude of the waves and currents several minutes before they impact the shoreline. During the first testing after deployment the system demonstrated the capacity of detecting water levels as far away as 70 km offshore Tofino (Figure 10).

High-frequency radar systems measure surface ocean currents with high spatial and temporal resolution. High frequency radar systems can be used as tsunami warning systems for coastal regions with wide continental shelves (Gurgel et al. 2011). Post-event processing of data from the 2011 Tōhoku-Oki tsunami shows that high frequency radar



systems are capable of detecting tsunami waves based on their radial velocity (Lipa et al. 2011, Hinata et al. 2011). In the case of the 2011 tsunami, the high frequency radar system detected the tsunami wave between 10 and 45 minutes earlier than the coastal buoys (Lipa et al. 2011).

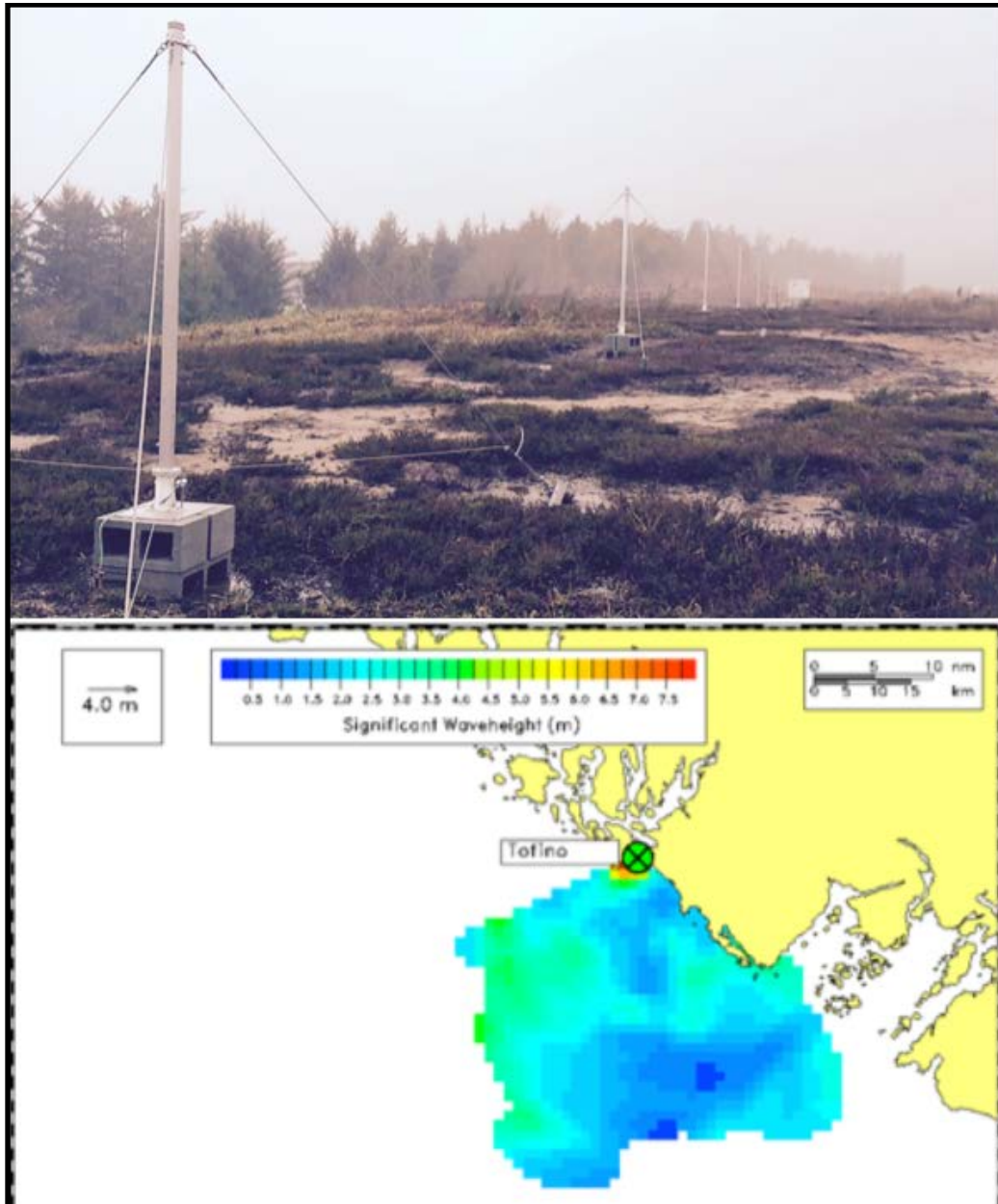


Figure 10. Photograph of the WERA radar array system installed near the Tofino airport. The lower image shows that the radar can detect waves as far offshore as 100 km so that these data can be used as part of a near-field tsunami detection system.

As part of the innovation developments in technology for tsunami detection ONC is collaborating with University of Victoria researchers for the development of new configurations and optimal algorithms for the detection of tsunami waves (and sea level) based on global navigation satellite system detection (Hoeberechts et al. 2015, Larson et al. 2013, Löfgren and Haas 2014). This technology would require less support than the sea level buoys currently used and, due to the location on land of the system, would be easier to service, reducing the cost of maintenance.

By combining with ONC's infrastructure, existing international operational systems (DART buoys from NOAA) and research, the ONC Tsunami system could prototype near-real-time forecasts tailored to the unique BC coastal geomorphology and conditions.

### *Source Modelling for the ONC Tsunami Project*

The earthquake source models used previously for the Cascadia subduction zone (Wang et al, 2003) only considered the Juan da Fuca plate and did not include active areas north from there, such as the Explorer plate or the Winona Basin (Hyndman 2015). New information compiled about the tectonics and seismogenic potential of the Explorer segment was recently compiled and a thermal 2D model was completed that defines the thermally controlled seismogenic zone. This information, together with new depth information about non-volcanic earthquakes, helped to develop a suit of new models of the Cascadia megathrust taking into account the shallow geological structure of the system.

The structural information of the Cascadia subduction zone from seismic surveys and previous models from diverse sources was distilled and incorporated into a 3D visco-elastic finite element model that generates different rupture scenarios of the Cascadia megathrust earthquake (Wang et al. 2013, Wang et al. 2012, Sun et al. 2014).

Detailed information on this new source models developed are found in Gao et al. (2015, available online, see references). The initial five models consider the possibility of a trench-breaching scenario similar to the Japan 2011 earthquake. Gao et al. (2015) provide detailed information about these scenarios and the authors are actively working on advancements.

The five initial models described here were run in a tsunami wave propagation model at a regional level and are currently in the process of being run in the nested grids that will provide more accurate results and inundation maps for Port Alberni. The initial results are presented in the next sub-section.

This same team is currently developing another 75 scenarios that will cover different combinations of the rupture, providing a detailed analysis that will facilitate the identification of the impact from a real event allowing the development of a playbook similar to the ones that are currently used in the US (Witter et al. 2013, Uslu et al. 2007). It is

reasonable to assume that these new source scenarios will be adopted in the near future by all of the west coast US states because the previous models were generated by the same team.

### *Early Results of the ONC Tsunami Project*

Using FUNWAVE, new scenarios are currently being run for the coast of British Columbia. This section presents some of these early results. The final results from the modelling described here will be implemented in a database accessible by the WARN system developed by ONC for real time automatic detection and alert of earthquakes and tsunamis (Pirenne et al. 2015). In the case of a real tsunami wave being detected by ONC instruments, the wave signal will be automatically compared with the 75 scenarios' results to identify the best match, which would then output an inundation map for the modelled areas and a forecast of the time of arrival of the waves, maximum wave height and maximum current expected. This system is still in development.

The first case study that will make use of the DEM presented in this report as well as the source models described by Gao et al. (2015) is centred in the City of Port Alberni.

Ongoing modelling will develop inundation maps for this town based on the new source model scenarios developed by Gao et al. (2015) and the US Geological Survey's Science Application for Risk Reduction Semidi (the fault area between Kodiak Island and the Shumagin Islands, Alaska) scenario. The coastal response exercise was developed locally in most cases not following a single model, but a variety of models that are different and based on the state decision.

### *Science Application for Risk Reduction Semidi Scenario*

The US Geological Survey's Science Application for Risk Reduction Semidi scenario is a theoretical scenario that recreates a Mw 9.0 earthquake in the Semidi subduction sector, located along the Alaska Peninsula segment of the Aleutian-Alaska subduction zone.

Part of this study includes applying the Grilli et al. (2015) algorithm for detecting waves with the WERA radar system located in Tofino. Details on the adaptation of the algorithm to the Tofino radar can be found in Grilli et al. (2016). In this report, the maximum water surface elevations are presented from these simulations.

The grids used for this study were based on the ETOPO 1 global topography and bathymetry (Amante and Eakins 2009) as well as the British Columbia NOAA DEM (Carignan et al. 2013). The grid characteristic sizes are shown in Table 1 and the grids are shown in Figure 11.

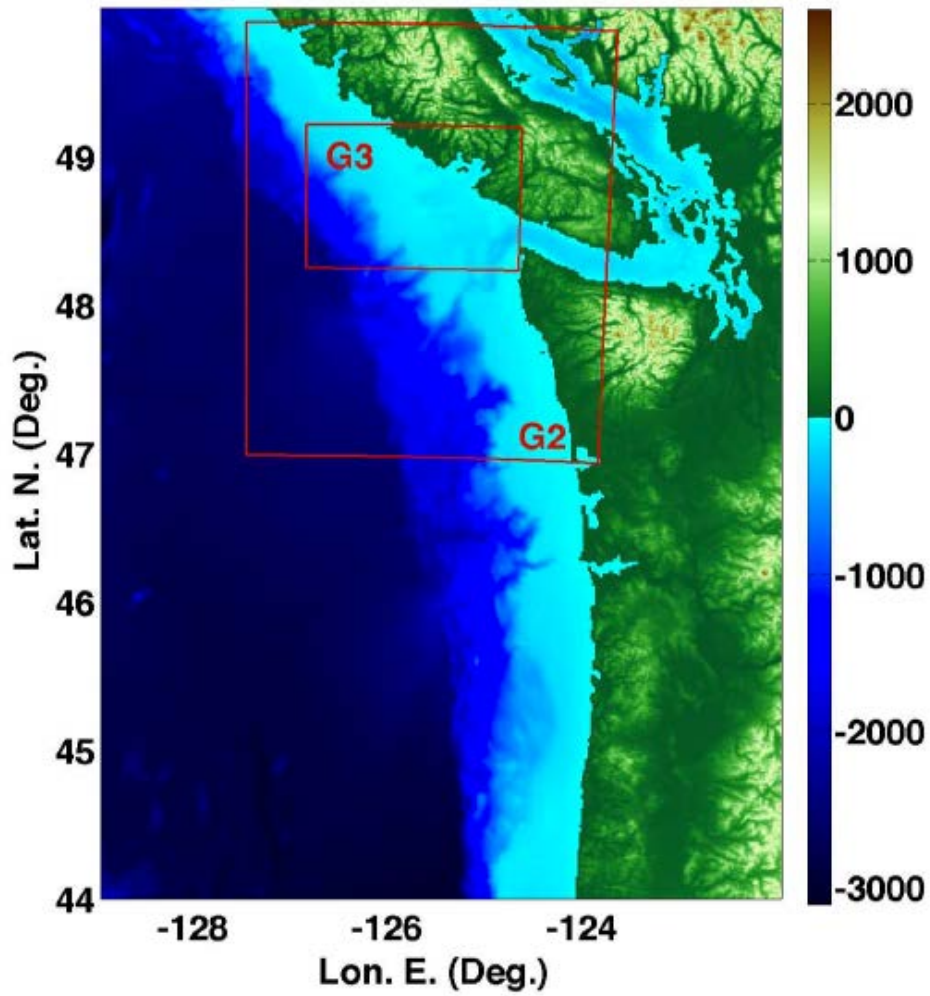


Figure 11. Location of grids used for the . Science Application for Risk Reduction Semidi Scenario.

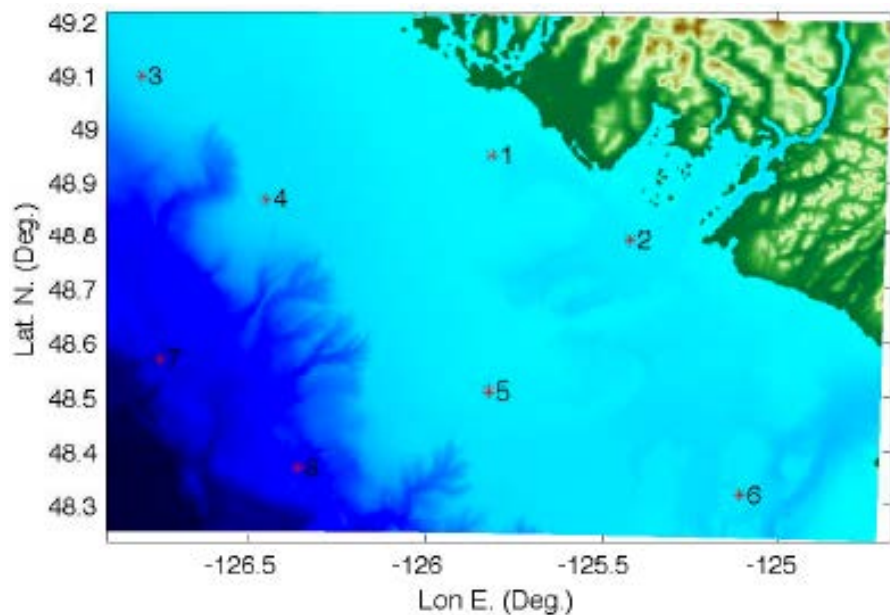


Figure 12. Stations used in the Semidi Scenario (numbers) to generate time series of surface elevation shown in Figure 13.



Table 1. Grids used for the Science Application for Risk Reduction Semidi Scenario

Grid Name	SW Corner (lat, long)	Nx x Ny	Resolution
G1	(44.00, -129.01)	700 x 600	0.6 x 0.6 arc-min
G2	(46.99, -127.52)	766 x 900	270 x 270 m
G3	(48.25, -126.90)	1800 x 1200	90 x 90 m

The grids selected fulfill a ratio of three to four to achieve better results of the nested model. Several stations (Table 2, Figure 12) were selected for generating time series of the surface water elevation. These stations provide an overview of the differences in the wave between coarse and fine grids. This allows for a better understanding of the differences that may be observed in the future when other cases from this report are run using finer grids.

Table 2. Stations location and water depths for the Science Application for Risk Reduction Semidi Scenario.

Station	1	2	3	4	5	6	7	8
Lat	48.35	48.8	48.5	48.9	48.87	48.91	48.3	49
Lon	-126	-125.35	-124.8	-125.6	-125.15	-125.5	-124	-126
Depth (m)	640	88	247	95	65	36	189	46

The maximum surface water elevation values during the 3 hours following the rupture of the Semidi scenario indicate a significant impact for most of the coast with values close to two meters (Figure 13).

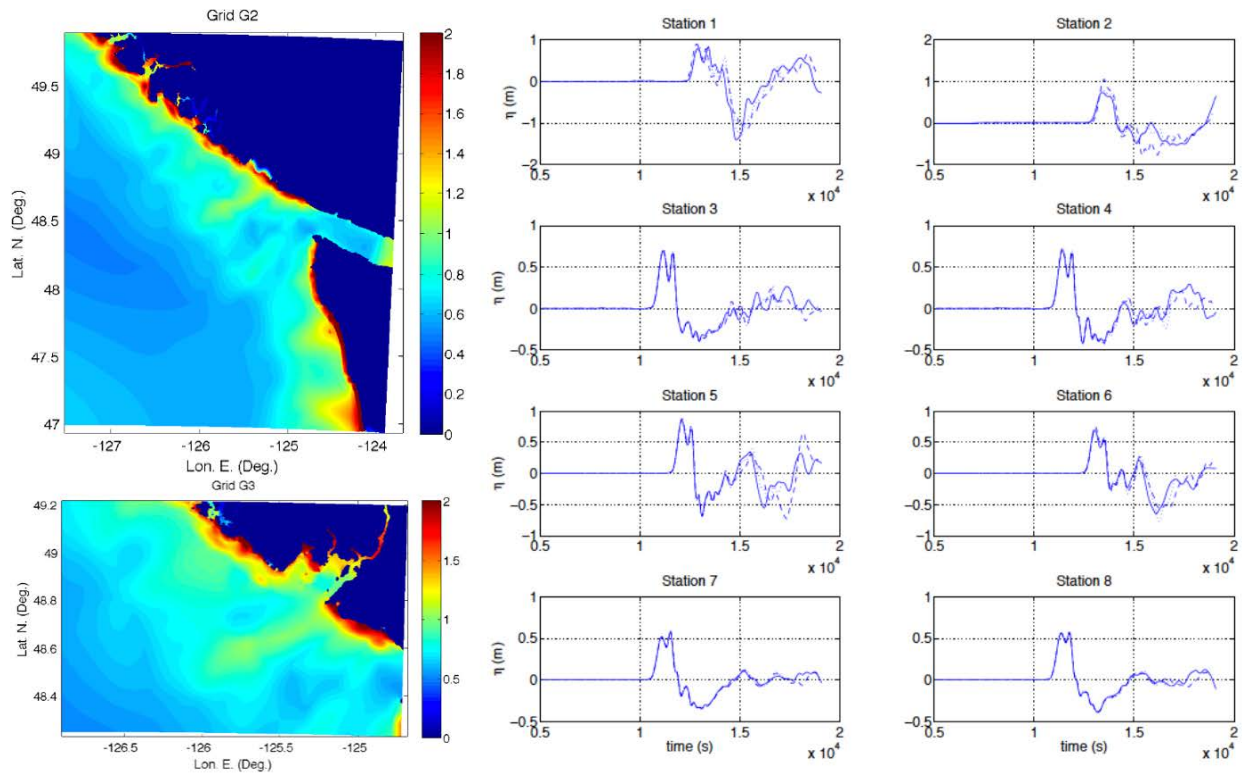


Figure 13. Maximum surface elevation for grid G2 (upper left), Grid 3 (lower left) used in the Semidi scenario 3 hours after the event. The eight graphs on the right show water level elevations at the 8 stations for Grids G1 (solid blue), G2 (dashed blue) and G3 (dotted blue).

### New Cascadia Subduction Zone Scenarios

The new Cascadia Subduction Zone scenarios generated by Gao et al. (2015, the reader is encouraged to review this publication, available online).

Preliminary results for testing the model installation were performed using the ETOPO 1 grid (Amante and Eakins 2009) for some of the scenarios generated by Gao et al. (2015). Since the DEM used for these preliminary results has coarse grids and is only intended to be used for the first nested grid level of the wave propagation, these results should not be considered final. The values are expected to change as a more detailed DEM grid is used in the concatenated steps that will provide inundation maps (see Figure 13 from the Semidi scenario as a reference). However, these results do provide a rough estimate for comparing different scenarios. Stations were added to the different scenarios to better appreciate the difference in magnitude of the different scenarios. Notice that the values in the stations indicate the maximum surface elevation at that station during the duration of the event. These results were presented at the 2015 American Geophysical Union Annual Fall Meeting (Insua et al. 2015).

The scenario in Figure 14 (a) represents the previous models for the Cascadia buried rupture that were used for multiple studies and planning documents on the US west coast. This scenario was provided by Dr. Kelin Wang's team. The scenario presented in Figure 14 (b) is the new source model for the buried rupture within the Cascadia Subduction Zone. This new scenario is based on the latest science and represents a more realistic representation of the expected rupture (see Section: Source Models for the ONC Tsunami Project).

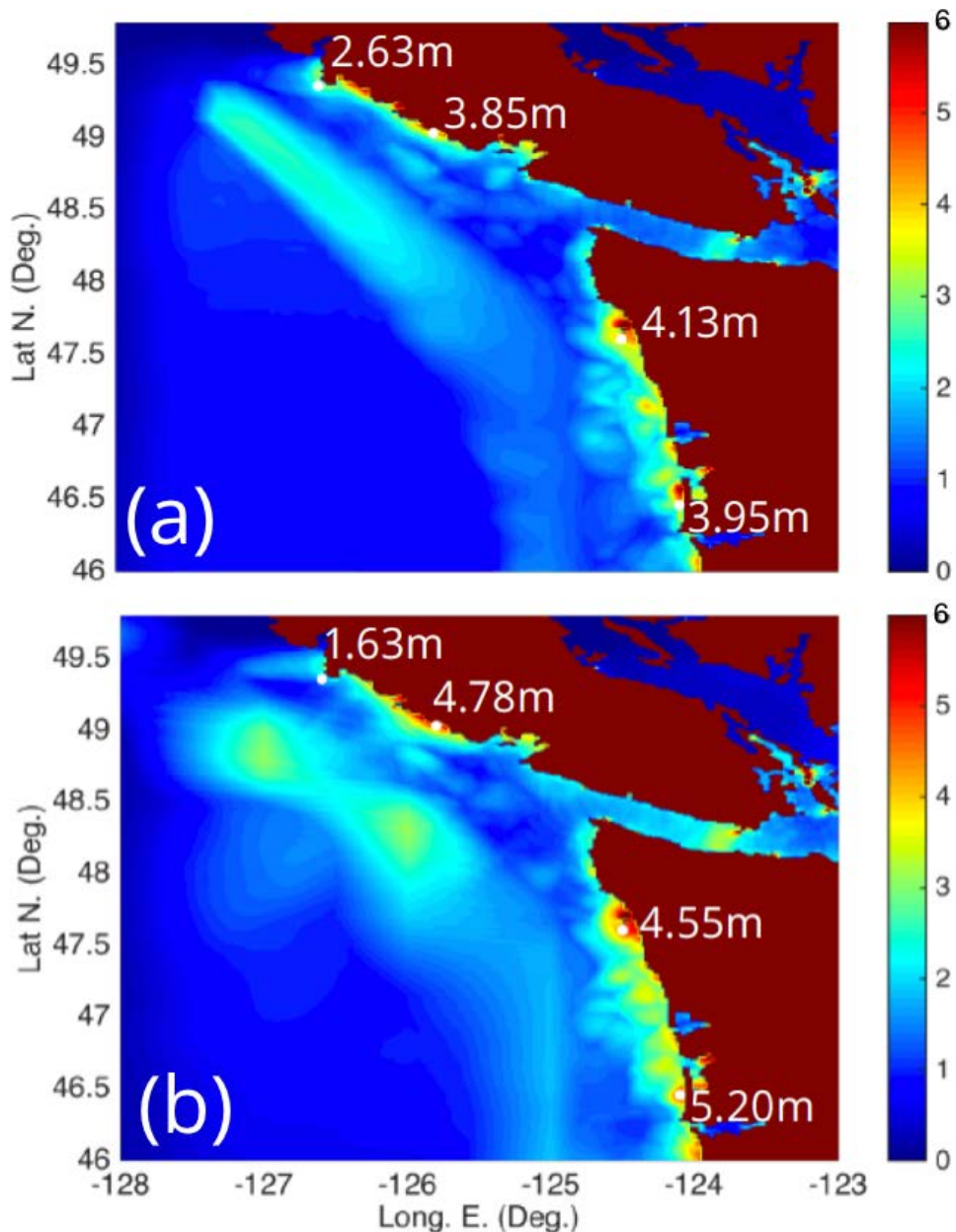


Figure 14. (a) Maximum water surface elevation for the previous buried rupture scenario 6 hours after the rupture (based on Wang et al. 2003); and (b) maximum surface elevation for the new buried rupture scenario 6 hours after the rupture (based on Gao et al. 2015).

When compared, it can be observed that there are differences between both scenarios. In the previous buried rupture, the northern station in Vancouver Island presents a higher maximum water surface elevation (2.63 m) than the same station for the new scenario (1.63 m). But the southern station on the Vancouver Island coast, the value at this station has significantly increased from the previous 3.85 m, to 4.78 m.

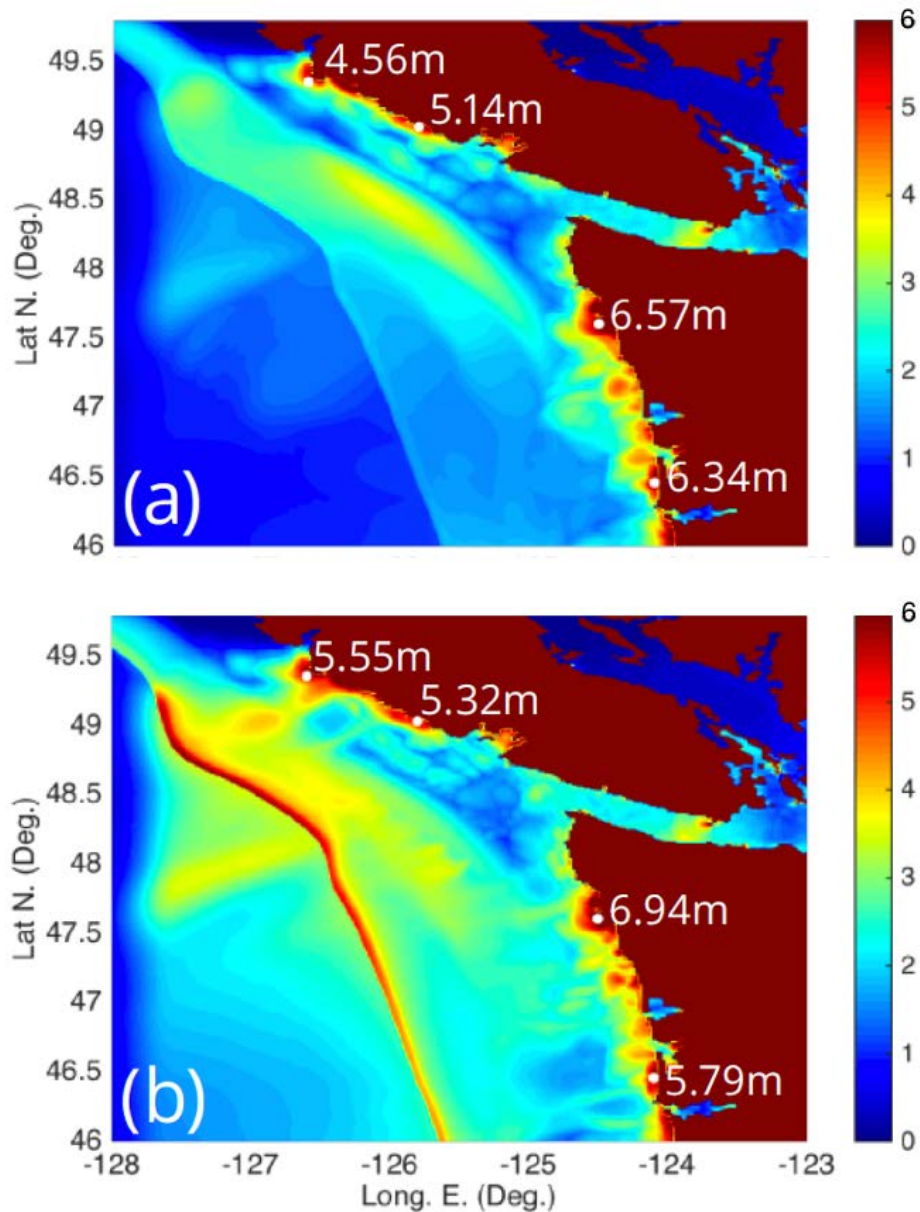


Figure 15. (a) Maximum water surface elevation for the trench-breaching scenario with a 10% of peak slip 6 hours after the rupture (based on Gao et al. 2015); and (b) maximum surface elevation for the trench-breaching scenario with a 50% of peak slip 6 hours after the rupture (based on Gao et al. 2015).

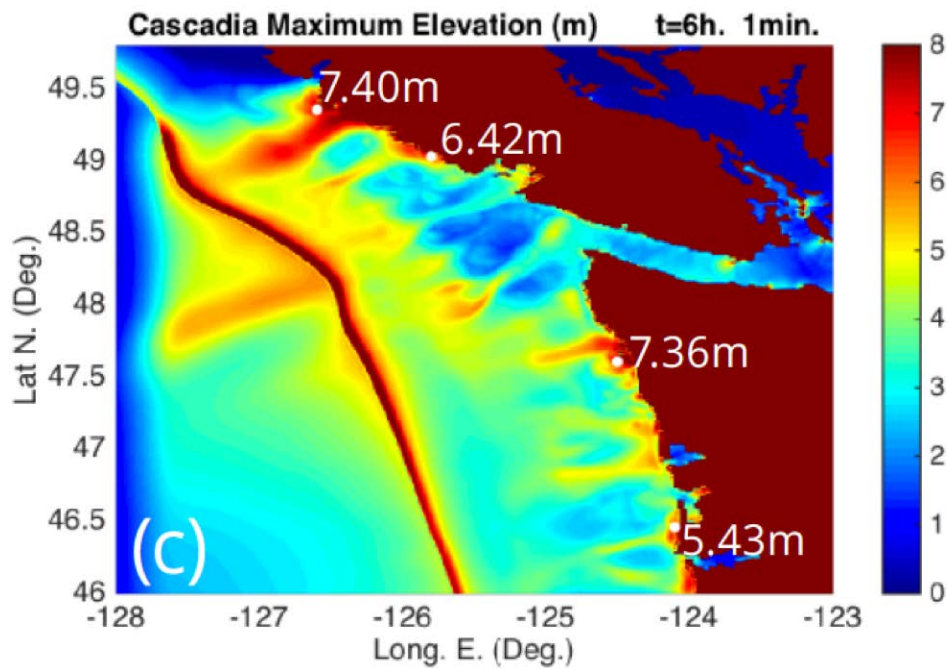


Figure 15 (continuation). (c) Maximum water surface elevation for the trench-breaching scenario with a 100% of peak slip 6 hours after the rupture (based on Gao et al. 2015).

It is useful to note that NOAA issues a tsunami alert for values above 1 m for surface elevation. There is an ongoing discussion about the perception from the public from a 1 m surface elevation and if this level should be raised to 1.5 m. The values shown here would trigger an alert even if the forecasted event detection was increased to 1.5 m.

Three trench-breaching scenarios (Figure 15) with a 10% (a), 50% (b) and 100% (c) peak slip (see Gao et al. 2015) are compared here. The trench-breaching scenario is less probable for the Cascadia Subduction Zone due to the differences in the thick sediment layer in Cascadia versus the narrow sediment layer present in Japan (Gao et al. 2015), but it is important to examine this catastrophic scenario and plan accordingly, despite its small probability. In the case of a similar to the trench breaching from Tōhoku 2011, the effects would be devastating.

### *The Coastal Response Exercise*

ONC in collaboration with EMBC, NOAA and Natural Resources Canada is currently in the process of running the simulations that will provide inundation maps for Port Alberni for the Coastal Response Exercise planned for June 2016. This exercise is based on a Magnitude 9.0 earthquake resulting from a rupture within the Cascadia Subduction Zone off the coast of southwestern BC.

This simulation uses grids based on the DEM generated by NOAA for Barkley Sound and Port Alberni (Appendices I and II). The main characteristics of these grids are described in



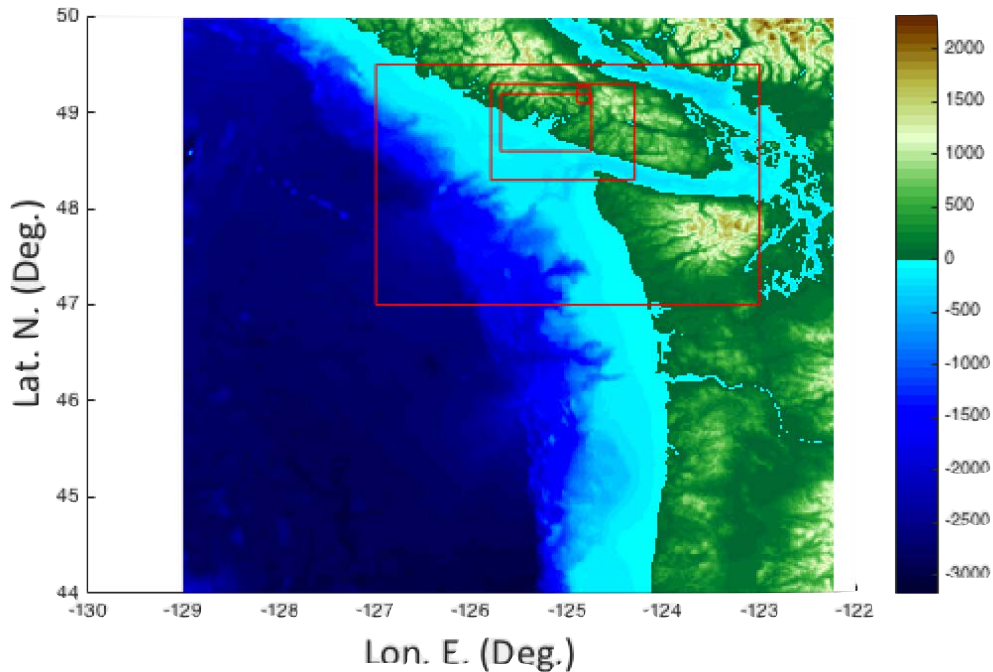


Figure 16. Grids for the simulations for the Coastal Response Exercise.

Table 3 and the grids are depicted in Figure 16. The first two grids are spherical grids, and the finer grids are Cartesian. The datum used for these grids is the CGVD2013, as described in the DEM generated by NOAA for this simulation (Appendices I and II).

NOAA provided ONC with the source models currently being used for their coastal communities (see section: Source Models for the ONC Tsunami Project) for the Cascadia Rising Exercise (Figures 17 and 18). A different source model generated by Dr. Trevor Allen has also been provided by Natural Resources Canada to ONC. It is not clear yet which source model would be the best choice for British Columbia.

The scenario provided by NOAA will require the generation of a source model that can be incorporated into FUNWAVE. For this purpose, either the model described by Gica et al. (2015) based on the Okada (1985) function of the model proposed by Wang et al. (2003) will need to be run with these new parameters.

The Coastal Response Exercise could also benefit from inundation maps for Port Alberni that reflect a more realistic rupture such as the new buried rupture described in the previous section. A careful evaluation of these three options will provide a best estimation for the exercise. This decision will be made in collaboration with EMBC and Natural Resources Canada.

ONC is currently in the process of integrating these scenarios to run them in the grids described in this section.

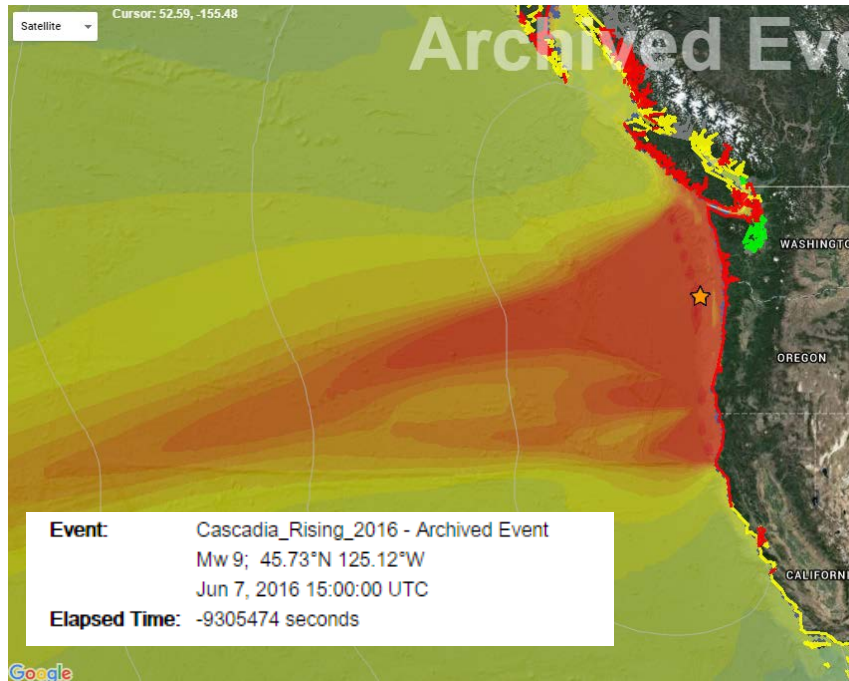


Figure 17. Tsunami event model for the Cascadia Rising Exercise as seen in the SIFT NOAA system (Source: NOAA)

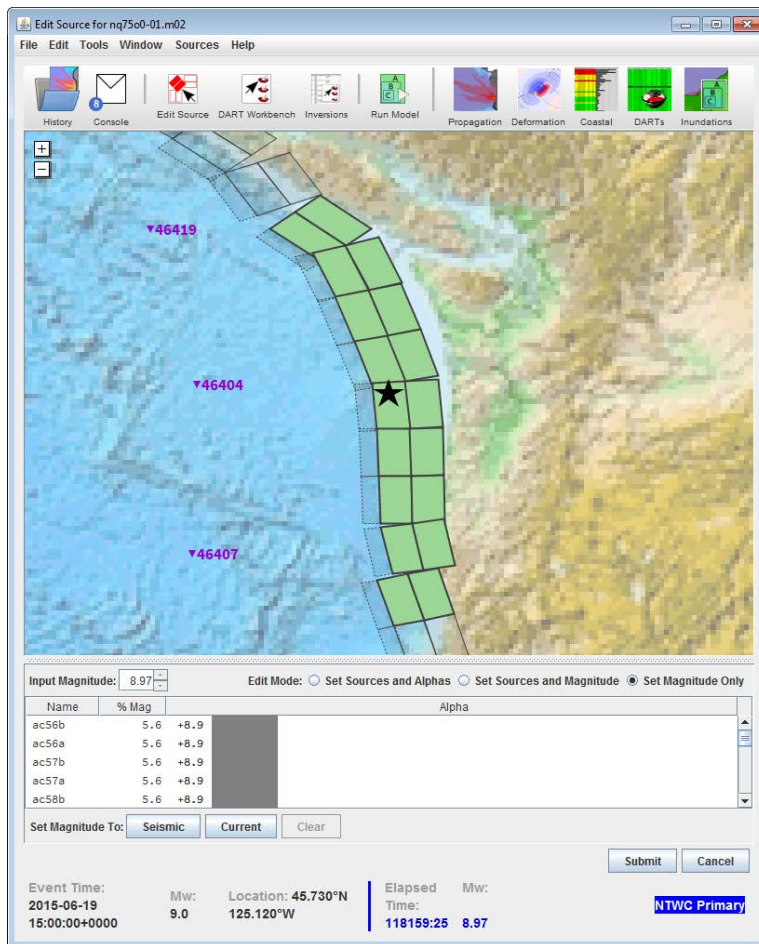


Figure 18. Multiple plate scenario for the Cascadia Rising Exercise (Source: NOAA).

Table 3. Grid characteristics for the simulations that will generate inundation maps.

Grid	Min lon	Max lon	Min lat	Max. lat.	Resol.	Sph Car	NX	NY	Main grid
G1	-122.21W	-129.01W	44.00N	49.99N	~1600 m	SPH	408	360	Etopo
G2	-123.00W	-127.00W	47.00N	49.50N	~450m	SPH	961	601	BC and Etopo
G22	-124.30W	-125.80W	48.30N	49.30N	~112m	CAR	941	969	BC
G23	-124.75W	-125.7W	48.60N	49.20N	~37m	CAR	1789	1729	BC and Barkley
G24	-124.77W	-124.90W	49.10N	49.27N	~12m	CAR	739	1459	Barkley and PA

### Potential Next Steps

ONC is currently focusing its efforts for this project on the generation of inundation maps for the City of Port Alberni for the Coastal Response Exercise. Once these inundation maps are finalized, the Cascadia Source Zone models provided by Gao et al. (2015) and the 75 new scenarios will be run to generate a playbook with multiple scenarios as well as the necessary signals for real time evaluation under the WARN system.

In April 2016 ONC is organizing a workshop for NOAA to train key personnel in the province from the different agencies (ONC, CHS, GeoBC) on how to generate DEM following international standards. This brings the knowledge to the province for their generation of new DEM as data becomes available.

Key areas of interest for future modelling include Ucluelet, Bamfield, Tofino, and the Capital Region District including simulations for both Victoria and Vancouver.

The results from the tsunami wave propagation model opens the door for multiple studies that can be based on these results.

With a strong outreach and education team in house, ONC could also provide assistance to the province in their outreach activities to educate the public on tsunami safety.



## Conclusions & Recommendations

During the development of this project it became evident that there is a need for open access to bathymetric and topographic data as well as DEMs generated based on these data so that they can be used in tsunami models. The absence of comprehensive agreements among the major agencies, EMBC, NOAA, ONC, Fisheries and Oceans Canada (including CHS), Natural Resources Canada and GeoBC, is currently the major limitation to achieving a moderate level of preparation for the coastal communities in British Columbia.

There are vast areas along the BC coast covered only by single-beam surveys that could benefit from multi-beam surveys for bathymetry. A similar issue is reflected by the lack of lidar data for most of the province. Most of the topography available has been photogrammetrically derived using a semi-global matching process and the limited lidar data are commonly obtained privately by industry or municipalities. Despite the limited availability of these datasets, in most cases the data available would suffice for some level of modelling, but the legal requirements inhibit the promotion of a shared scientific environment. The province lacks the logistics and support for tsunami science that would allow the review of the most recent hydrodynamic models and their benchmarking for Canadian locations. The rugged and complex shape of the BC coast makes the modelling for this area complex to optimize.

Wave propagation in narrow channels like the Port Alberni canal is highly influenced by the tidal signal. There is a need to generate a standard conversion grid for the vertical datum in British Columbia. This will allow for better planning by modelling different scenarios.

A comprehensive evaluation of aerial and submarine potential landslides in the province would help to better estimate the magnitude of the damages in coastal communities. Wave propagation models have been used for years and are accurate when the source of the earthquake is well determined, but they need extra inputs in the case of simultaneous landslides that can be triggered by the earthquake. Unexpected landslides were one of the causes of the underestimation of the impact from the Japanes Tōhoku event in 2011 (Tappin et al. 2014). In the case of the coast of Vancouver Island, the presence of gas hydrates (e.g. Clayoquot Slope) and unconsolidated sediment (e.g. Fraser River) could aggravate the tsunami impact on shore. Repeated surveys of an area are useful tools for the evaluation of these dynamics in the area.

Instrument development, new models and algorithm, and the upgrade and maintenance of critical sensors and infrastructure should be encouraged and supported in the coming years, not only to bring the province to the same level of preparedness against tsunamis as the US, but to put Canada at the forefront of near-field tsunami technology.

There is a clear need of outreach and education of the public to better prepare them to follow guidelines for evacuation. These guidelines and the necessary tsunami drills need to be based on inundation modelling validated with relevant surveys. There is a clear interest from the public in receiving this information and even small outreach exercises could have a great impact and save lives.

In recent years, the US has started to make arrangements to generate a civil code that considers tsunami impact on buildings. Some interest has been recently raised at Natural Resources Canada about the need of a similar adaptation for buildings in British Columbia. This would be a great addition to further building resilience in the province.

This project represents a first step to standardize the tools for tsunami preparation from the data ingestion and generation of DEMs following international standards to the generation of inundation maps following benchmarked models that are approved by NOAA. It is important to keep maintain quality control in the tools used for tsunami preparedness.

Evacuation modelling studies should be performed and the evaluation of critical infrastructure and the need for vertical evacuation in critical areas during natural hazards such as tsunamis and earthquakes is the next logical step for Port Alberni. Other coastal communities should be modelled after Port Alberni. The modelling prioritization should happen based on the level of risk for that community. A strength of British Columbia is the capacity of this province to attract and retain talent. Among the personnel from The University of Victoria, UBC, ONC, Natural Resources Canada and Fisheries and Oceans Canada, among others, there are world recognized scientists that have the skills and knowledge to get the province well prepared for the next Cascadia tsunami event. Good communications and data exchange between the major agencies can also contribute to improved preparations. Funding and logistic support can make this happen in a reduced amount of time.

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## Appendix I: NOAA documentation for the Port Alberni DEM

This section has been directly extracted from the documentation generated by NOAA for the DEM of Port Alberni channel developed in collaboration with ONC, CHS and GeoBC. NOAA owns the copyright of this section and it should be cited as indicated in the following documentation. We have included this documentation here for the reader understanding of the recent developments. However, we suggest the reader to access the most recent data and documentation by contacting NOAA or ONC.

### *Digital Elevation Model of Port Alberni, Canada: Procedures, Data Sources, and Analysis*

Prepared for NOAA, Pacific Marine Environmental Laboratory (PMEL) by the NOAA National Geophysical Data Center (NGDC) September 30, 2015

Love, M.R.<sup>1</sup>, K.S. Carignan<sup>1</sup>, B.W. Eakins<sup>1</sup>, M.G. Sutherland<sup>1</sup>, L. Beasley<sup>1</sup>, and S.J. McLean<sup>2</sup>

### *Summary*

In December 2015, NOAA's National Centers for Environmental Information developed a topographic-bathymetric digital elevation model (DEM) of Port Alberni, Canada (Figure Appendix I-1) for the National Tsunami Hazards Mitigation Project. The 1/3 arc second DEM will be used to support improving the coastal tsunami inundation forecasts, storm surge modelling, community preparedness and hazard mitigation. This DEM covers the coastal area of Port Alberni, Canada. The extents of this DEM, procedures, data sources, and analysis are described below.

The Port Alberni DEM covers the area surrounding the city of Port Alberni, British Columbia, Canada (Figure Appendix I-2). The city of Port Alberni is within the Alberni Valley at the head of the Alberni Inlet, the longest inlet on Vancouver Island.

The Port Alberni DEM was built to the specifications listed in Table A-1. Figure Appendix I-2 shows the 1/3 arc-second boundary in red. The best available digital data were obtained by NGDC and shifted to common horizontal and vertical datums: World Geodetic System of 1984 (WGS 84) and Canadian Geographic Vertical Datum of 2013 (CGVD). Data were gathered in an area slightly larger (~5%) than the DEM extents. This data "buffer" ensures that gridding occurs across rather than along the DEM boundaries to prevent edge effects. Data processing and evaluation, and the DEM assembly and assessment are described in the following subsections.

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<sup>1</sup>Cooperative Institute for Research in Environmental Sciences, University of Colorado Boulder

<sup>2</sup>NOAA, National Geophysical Data Center

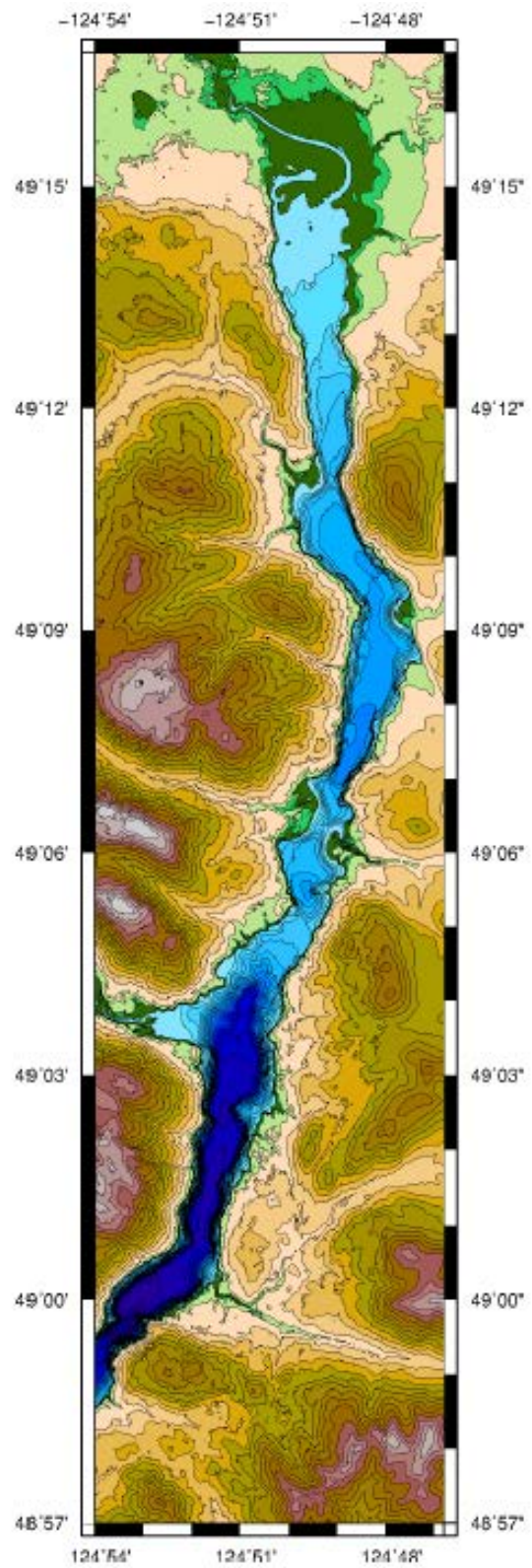
Table Appendix I-1. Specifications for the Port Alberni, Canada DEM

Grid Area	Grid Area Port Alberni, Canada
Coverage Area	124.9° to 124.78° W, 48.95° to 49.28° N
Coordinate System	Geographic decimal degrees
Horizontal Datum	World Geodetic System 1984 (WGS 84)
Vertical Datum	Vertical Datum Canadian Geodetic Vertical Datum of 2013 (CGVD2013) & North American Vertical Datum of 1988 (NAVD88)
Vertical Units	Meters
Cell Size	1/3 arcs-seconds
Grid Format	ASCII raster grid



Figure Appendix I-2. Map image of the DEM boundary for the Port Alberni, Canada DEM in red.

Figure Appendix I-1. Port Alberni, BC, Canada Digital Elevation Model.



## Data Sources and Processing

The digital coastline used in developing the Port Alberni DEM was generated by editing the Global Self-consistent, Hierarchical, High-resolution Geography Database shoreline based on the Google satellite imagery layer. The digital coastline was converted into a polygon for use in masking topography and eliminating interpolated data.

Bathymetric data (Figure Appendix I-3) used in the compilation of the Port Alberni DEM included sounding data from the Canadian Hydrographic Survey (CHS) as well as completed datasets from NOAA (Table Appendix I-2).

Topographic data (Figure Appendix I-4) used in the compilation of the Port Alberni DEM included lidar data provided by the Alberni-Clayoquot Regional District, high-resolution topographic data from GeoBC and the Canadian Digital Surface Model from Natural Resources Canada.

Table Appendix I-2. Bathymetric and Topographic Data Sources used in compiling the Port Alberni DEM.

Source/Title	Date	Data Type	Resolution	Horizontal Datum	Vertical Datum
Port Alberni Lidar	2004	Topographic Lidar	< 1 meter	UTM Zone 10N	CGVD
GeoBC	2013	Topography photogrammetrically derived from semi-global matching (SGM) process	< 1 meter	UTM Zone 10N	CGVD
CHS Multibeam	2001	Bathymetric Soundings	~ 1 meter	UTM Zone 10N	Chart Datum (CD)
ENC	2012 - 2014	Bathymetric Soundings	1 - 10 meter	WGS84 Geographic	CD
CDSM	1995 - 2011	Topographic Surface Model	30 meter	WGS84 Geographic	CGVD
BC Bathy	2011	Bathymetric Surface	50 meter	WGS84 Geographic	CD



The bathymetric data were transformed from their original datums to a horizontal datum of WGS 84 and a vertical datum CGVD prior to DEM development using a vertical transformation offset provided by CHS benchmarks (Table Appendix 1-3). Topographic data were transformed from their original horizontal datums to a horizontal datum of WGS 84. All topographic data originated in CGVD2013 prior to development, so no added vertical transformations were needed.

Table Appendix I-3. CHS Benchmark M09C9019 (Port Alberni, B.C.).

Datum Name	Elevation (meters)	Offset to CGVD2013
CD	6.241	-1.614
CGVD28(HTv2)2010	4.461	0.166
NAD83(CSRS)2010	-11.127	6.5
CGVD2013	4.627*	0

\* result calculated using the GPSH tool provided by the Canadian Geodetic Survey

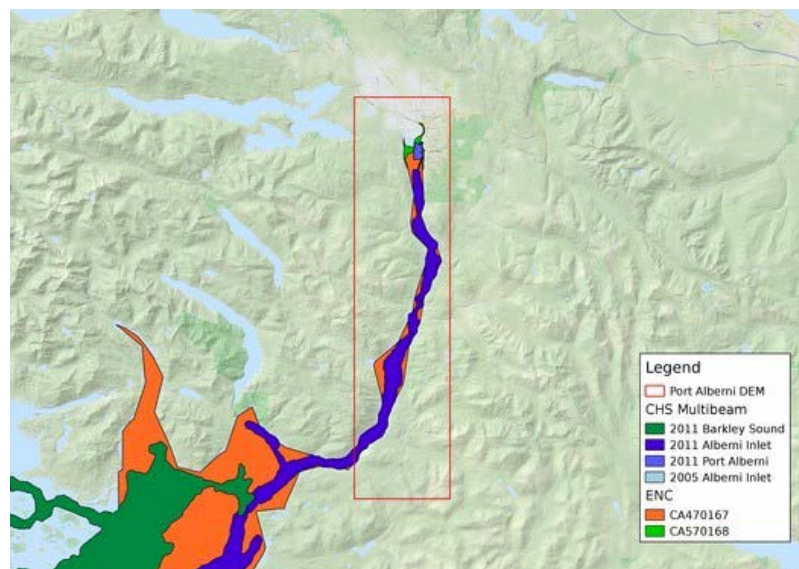


Figure Appendix I-3. Bathymetric data sources used in the Port Alberni, Canada DEM.

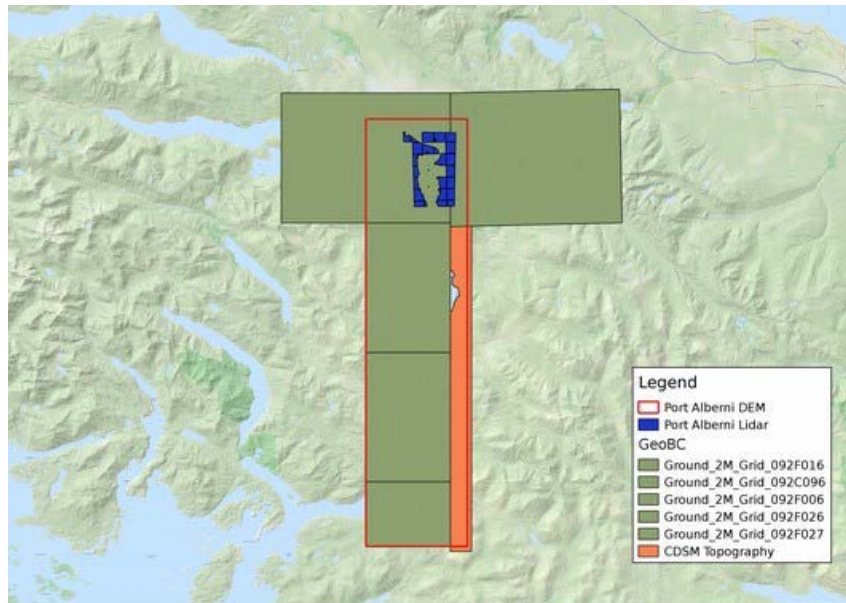


Figure Appendix I-4. Topographic data sources used in the Port Alberni, Canada DEM.

### DEM Development

After the bathymetric data were transformed to common horizontal and vertical datums, they were visually reviewed for consistency and errors. Where more recent, higher resolution bathymetric data existed, older data were superseded. The edited and evaluated bathymetric data were then converted to ASCII xyz format using GDAL then gridded at 1/3 arc-second using Generic Mapping Tools (GMT). The GMT 'surface' tool was used to generate a bathymetric surface which provided full data coverage of the DEM area. The surface was then clipped using the digital coastline to create the final bathymetric DEM. The final bathymetric DEM was then converted to ASCII xyz format for use as input in generating the final DEM.

After the topographic data were transformed to common horizontal datums, the areas of overlap were visually reviewed for consistency and errors. Upon inspection the Port Alberni Lidar data and the GeoBC topographic data were further processed to remove all erroneous data points which were located over water bodies using custom lidar processing tools, after which, due to differences in data collection and filtering, edge effects between the Port Alberni Lidar data and the GeoBC topographic data were noticeable. To minimize the edge effects, the Port Alberni Lidar data was clipped to make use of the higher resolution near-shore regions of the Port Alberni regions, the data was then converted to ASCII xyz format using GDAL and combined into one dataset. The combined dataset was gridded at 1/3 arc-second using GMT's 'surface' tool to generate a topographic surface which provided full data coverage of the DEM area. The topographic surface was then

clipped to the digital coastline to create a final topographic DEM. The final topographic DEM was then converted to ASCII xyz format for use as input in the generating the final DEM.

MB-System was used to create the 1/3 arc-second Port Alberni DEM. MB-System is an NSF-funded open source software application specifically designed to manipulate submarine multibeam sonar data, though it can utilize a wide variety of data types, including generic xyz data. The MB-System tool 'mbgrid' was used to apply a tight spline tension to the xyz data, and interpolate values for cells without data. The data hierarchy used in the 'mbgrid' gridding algorithm, as relative gridding weights, is listed in Table Appendix I-4. The resulting binary grid was converted to an Arc ASCII grid using the GMT tool 'grdreformat' to create the final 1/3 arc-second Port Alberni DEM.

*Table Appendix I-4. Data hierarchy used to assign gridding weight in MB-System*

Dataset	Relative Gridding Weight
Generated Surfaces	100
Port Alberni Lidar	10
Geo BC	10
CHS Multibeam	10
ENC	.1

### *Generating NAVD88 DEM*

The Port Alberni 1/3 arc-second NAVD88 DEM was generated using constant offsets provided by

CHS benchmarks (Table 3) and transformation parameters provided by NOAA's VDatum software. The final CGVD2013 DEM was transformed to a NAD83 Ellipsoidal datum using a constant offset. The NAD83 Ellipsoidal DEM was then transformed to NAVD88 using VDatum software.

### *Recommendations*

Recommendations to improve the Port Alberni, Canada 1/3 arc-second DEM are listed below:



- Conduct bathymetric lidar surveys of near-shore coastal areas.
- Conduct topographic lidar surveys in the area surrounding Port Alberni.

### *Acknowledgments*

The Authors would like to thank Karen Douglas and Tania Lado Insua from the University of Victoria and Lori Wilson from Alberni Clayoquot Regional District.

### *References*

Carignan, K.S, B.W. Eakins, M.R. Love, M.G. Sutherland, and S.J. McLean, 2013. Digital Elevation Model of British Columbia, Canada: Procedures, Data Sources and Analysis, NOAA Technical Memorandum NESDIS NGDC13, National Geophysical Data Center, Boulder, CO, 8 pp.

Wessel, P., and W. H. F. Smith, A Global Self-consistent, Hierarchical, High-resolution Shoreline Database, J. Geophys. Res., 101, #B4, pp. 87418743, 1996.

## Appendix II: NOAA Documentation for the Barkley Sound DEM

This section has been directly extracted from the documentation generated by NOAA for the DEM of Barkley Sound developed in collaboration with ONC, CHS and GeoBC. NOAA owns the copyright of this section and it should be cited as indicated in the following documentation. We have included this documentation here for the reader understanding of the recent developments. However, we suggest the reader to access the most recent data and documentation by contacting NOAA or ONC.

### *Digital Elevation Model of Barkley Sound, Canada: Procedures, Data Sources, and Analysis*

Prepared for NOAA, Pacific Marine Environmental Laboratory (PMEL) by the NOAA National Geophysical Data Center (NGDC) September 30, 2015

Love, M.R.<sup>3</sup>, K.S. Carignan<sup>3</sup>, B.W. Eakins<sup>3</sup>, M.G. Sutherland<sup>3</sup>, L. Beasley<sup>1</sup>, and S.J. McLean<sup>4</sup>

#### *Summary*

In December of 2015, NOAA's National Centers for Environmental Information (NCEI) developed a topographic-bathymetric digital elevation model (DEM) of Barkley Sound, Canada (Figure Appendix II-1) for the National Tsunami Hazards Mitigation Project (NTHMP). The 1 arc-second DEM will be used to support improving the coastal tsunami inundation forecasts, storm surge modeling, community preparedness and hazard mitigation. This DEM covers the coastal area of Barkley Sound, Canada. The extents of this DEM, procedures, data sources, and analysis are described below.

#### *DEM Specifications*

The Barkley Sound DEM was built to the specifications listed in Table Appendix II-1. Figure Appendix II-2 shows the 1 arc-second boundary in red.

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<sup>3</sup>Cooperative Institute for Research in Environmental Sciences, University of Colorado Boulder

<sup>4</sup>NOAA, National Geophysical Data Center

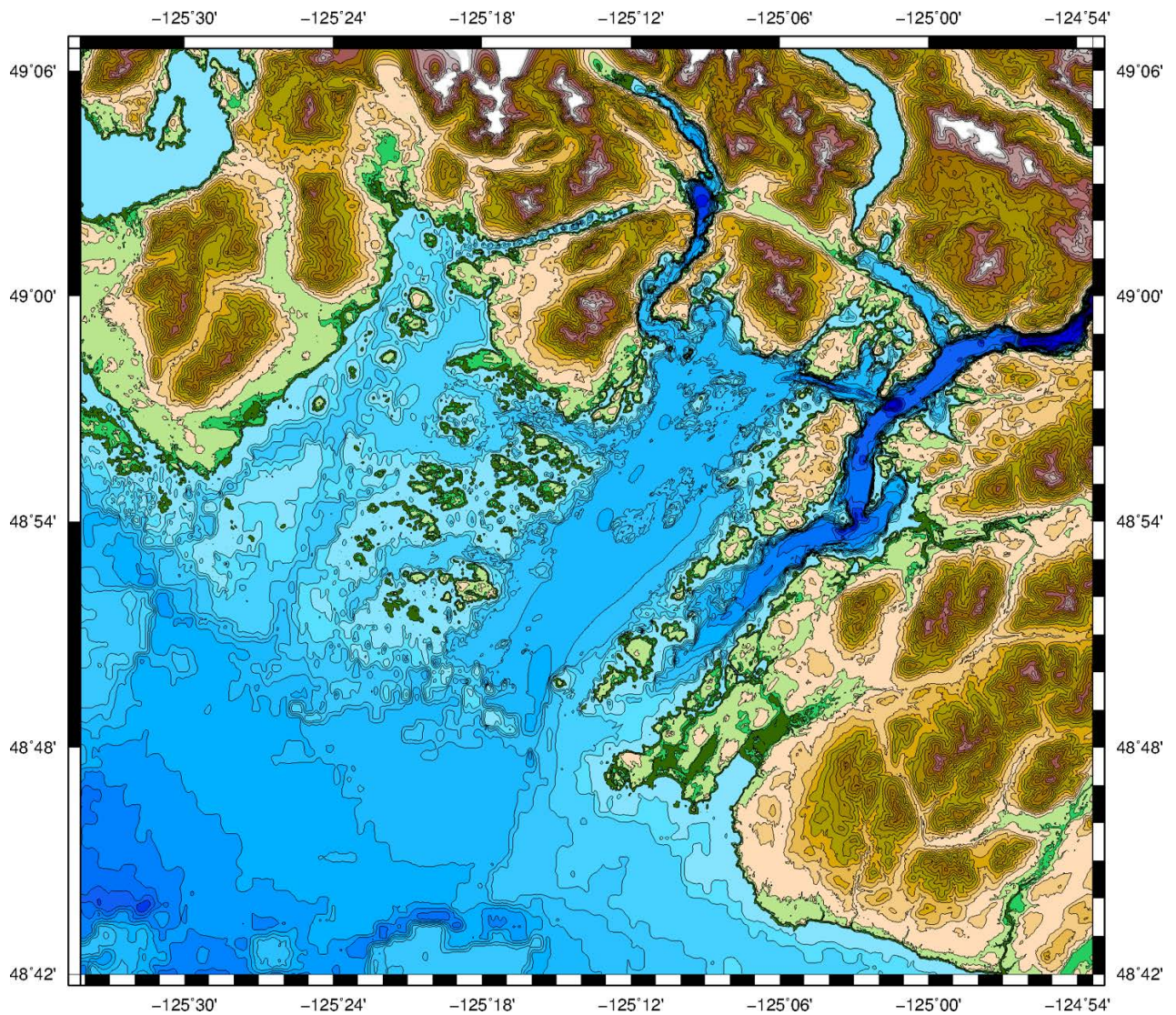


Figure Appendix II-1. Barkley Sound, Canada Digital Elevation Model.

Table Appendix II-1. Specifications for the Barkley Sound, Canada DEM.

Grid Area	Barkley Sound, Canada
Coverage Area	125.57° to 124.74° W, 48.7° to 49.11° N
Coordinate System	Geographic decimal degrees
Horizontal Datum	World Geodetic System 1984 (WGS 84)
Vertical Datum	Vertical Datum Canadian Geodetic Vertical Datum of 2013 (CGVD2013) & North American Vertical Datum of 1988 (NAVD88)
Vertical Units	Meters
Cell Size	1 arcs-seconds
Grid Format	ASCII raster grid





Figure Appendix II-2. Map image of the DEM boundary for the Barkley Sound, Canada DEM in red.

### Data Sources and Processing

The digital coastline used in developing the Barkley Sound DEM was generated by editing the Global Self-consistent, Hierarchical, High-resolution Geography Database (GSHHG) shoreline based on the Google satellite imagery layer. The digital coastline was converted into a polygon for use in masking topography and eliminating interpolated data.

Table Appendix II-2. Bathymetric and Topographic Data Sources used in compiling the Barkley Sound DEM.

Source/Title	Date	Data Type	Resolution	Horizontal Datum	Vertical Datum
GeoBC	2013	Topography photogrammetrically derived from semi-global matching (SGM) process	~ 1 meter	WGS84 Geographic	CGVD
CHS Multibeam	2001	Bathymetric Soundings	~ 1 meter	WGS84 Geographic	Chart Datum (CD)
ENC	2014	Bathymetric Survey Soundings	1 – 10 meter	WGS84 Geographic	CD
BC Bathy	2011	Bathymetric Surface	50 meter	WGS84 Geographic	CD
CDSM	2011	Topographic Surface	30 meter	WGS84 Geographic	CGVD

Bathymetric data (Figure Appendix II-3) used in the compilation of the Barkley Sound DEM included sounding data from the Canadian Hydrographic Survey (CHS) as well as completed datasets from NCEI (Table Appendix II-2).

Topographic data (Figure Appendix II-4) used in the compilation of the Barkley Sound DEM included high-resolution topographic data from GeoBC and the Canadian Digital Surface Model (CDSM) from Natural Resources Canada (NRCan).

Table Appendix II-3. CHS Benchmark M09C9019 (Barkley Sound, B.C.)

Datum Name	Elevation (meters)	Offset to CGVD2013
CD	29.288	-1.826
CGVD28(HTv2)2010	27.245	.217
NAD83(CSRS)2010	9.473	17.989
CGVD2013	27.462*	0

\* result calculated using the GPSH tool provided by the Canadian Geodetic Survey

The bathymetric data were transformed from their original datums to a horizontal datum of WGS 84 and a vertical datum CGVD2013 prior to DEM development using a vertical transformation offsets provided by CHS benchmarks (Table Appendix II-3). Topographic data were transformed from their original horizontal datums to a horizontal datum of WGS 84. All topographic data originated in CGVD2013 prior to development, so no added vertical transformations were needed.

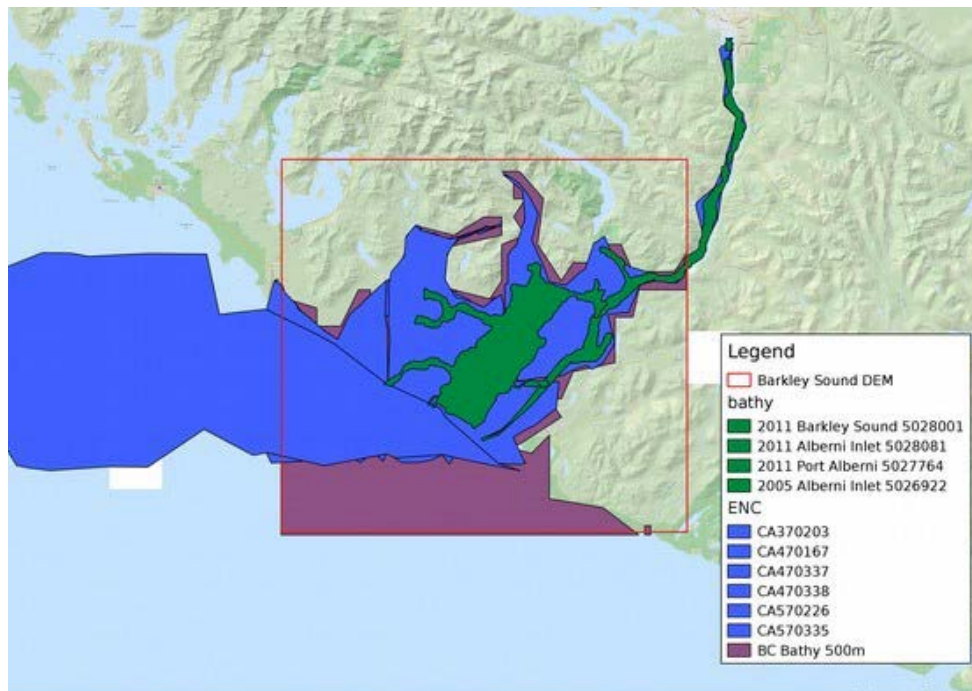


Figure Appendix II-3. Bathymetric data sources used in the Barkley Sound, Canada DEM.

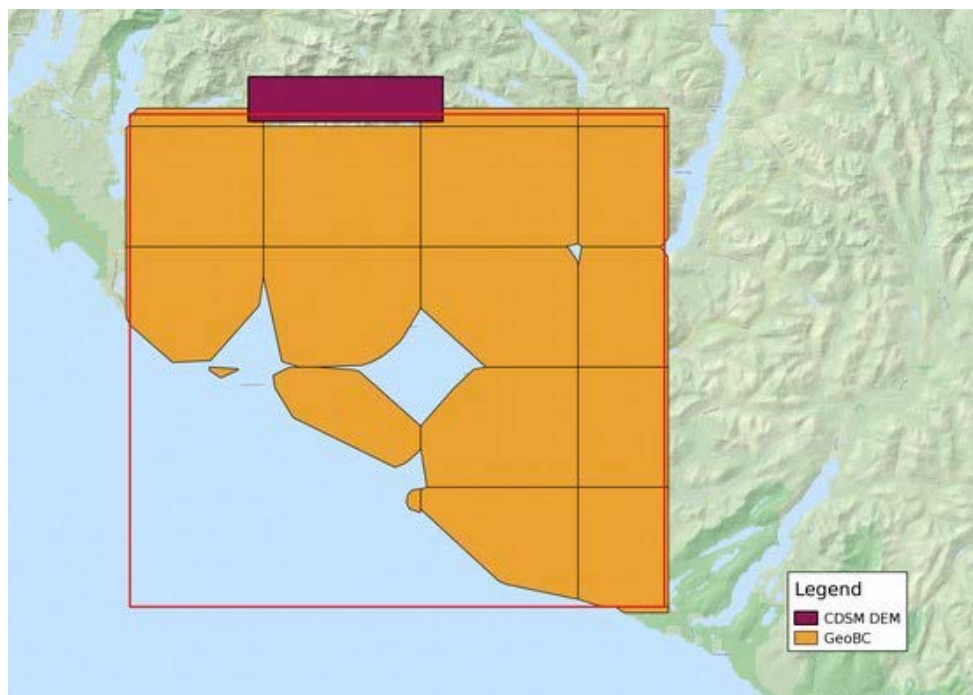


Figure Appendix II-4. Topographic data sources used in the Port Alberni, Canada DEM.

### DEM Development

After the bathymetric data were transformed to common horizontal and vertical datums, they were visually reviewed for consistency and errors. Where more recent, higher resolution bathymetric data existed, older data were superseded. The edited and evaluated bathymetric data were then converted to ASCII xyz format using GDAL then gridded at 1

arc-second using Generic Mapping Tools (GMT). The GMT 'surface' tool was used to generate a bathymetric surface which provided full data coverage of the DEM area. The surface was then clipped using the digital coastline to create the final bathymetric DEM. The final bathymetric DEM was then converted to ASCII xyz format for use as input in generating the final DEM.

After the topographic data were transformed to common horizontal datums, the areas of overlap were visually reviewed for consistency and errors. Upon inspection the GeoBC topographic data were further processed to remove all erroneous data points which were located over water bodies using custom lidar processing tools.

MB-System was used to create the final 1 arc-second Barkley Sound DEM. MB-System is an NSF-funded open source software application specifically designed to manipulate submarine multibeam sonar data, though it can utilize a wide variety of data types, including generic xyz data. The MB-System tool 'mbgrid' was used to apply a tight spline tension to the xyz data, and interpolate values for cells without data. The data hierarchy used in the 'mbgrid' gridding algorithm, as relative gridding weights, is listed in Table 4. The resulting binary grid was converted to an Arc ASCII grid using the GMT tool 'gdreformat' to create the final 1 arc-second Barkley Sound CGVD2013 DEM.

*Table Appendix II-4. Data hierarchy used to assign gridding weight in MBSYSTEM*

Dataset	Relative Gridding Weight
CHS Multibeam	100
Bathymetric Surface	10
Geo BC	1
ENC	.1

### ***Generating NAVD88 DEM***

The Barkley Sound 1 arc-second NAVD88 DEM was generated using constant offsets provided by CHS benchmarks (Table Appendix II-3) and transformation parameters provided by NOAA's VDatum software. The final CGVD2013 DEM was transformed to a

NAD83 Ellipsoidal datum using a constant offset. The NAD83 Ellipsoidal DEM was then transformed to NAVD88 using VDatum software.

### *Recommendations*

Recommendations to improve the Barkley Sound, Canada 1 arc-second DEM are listed below:

- Conduct bathymetric lidar surveys of near-shore coastal areas.
- Conduct high-resolution bathymetric surveys in the deep water areas off the coast.

### *Acknowledgments*

The Authors would like to thank Karen Douglas and Tania Lado Insua from the University of Victoria and Lori Wilson from Alberni Clayoquot Regional District.

### *References*

Carignan, K.S, B.W. Eakins, M.R. Love, M.G. Sutherland, and S.J. McLean, 2013. Digital Elevation Model of British Columbia, Canada: Procedures, Data Sources and Analysis, NOAA Technical Memorandum NESDIS NGDC13, National Geophysical Data Center, Boulder, CO, 8 pp.

Wessel, P., and W. H. F. Smith, A Global Self-consistent, Hierarchical, High-resolution Shoreline Database, J. Geophys. Res., 101, #B4, pp. 87418743, 1996.



## Appendix III: Details of the Available Data

Dataset	Location	Sonar Type	Resolution (m)	Organization	Permission	Horizontal Datum	Vertical Datum
UW_Imagenex_Mothra_01	Mothra Vent Field	Imagenex	0.01	University of Washington	Required	WGS_1984_UTM_Zone_9N	Unknown
MBARI_AUV_Endeavour_1	Endeavour	Unknown	1	MBARI	Required (Very Strict)	GCS_WGS_1984	Unknown
MBARI_AUV_BarkleyCanyon_1to10	Barkley Canyon	Unknown	1 to 10	MBARI	Required (Very Strict)	GCS_WGS_1984	Unknown
GEOSCAN_LIDAR_SVanIsle_2	Leech River Fault Zone Sombrio Pt to Ten Mile Pt, South	LIDAR	2	GEOSCAN/GSC	Open government License - Canada	WGS84	CHS Lowest Low Water at Low Tide (LLWLT)
GEOSCAN_LIDAR_SVanIsle GulfIslands_2	Saanich Peninsula, Gulf Islands, Mill Bay to Ladysmith,	LIDAR	0.25-2	GEOSCAN/GSC	Open government License - Canada	NAD83 (CSRS) UTM zone 10N projection.	CGVD28 (HT 2.0) vertical datum (Geoid)
ONC_FK009_EM710_Folger_3	Folger Passage	EM710	3	ONC/Schmidt Ocean Institute	OK	WGS_1984_UTM_Zone_10N	Unspecified metres
CHS_EM1002_PAInlet_5	Port Alberni Inlet	EM1002	5	Canadian Hydrographic Service	Required	WGS_1984_Mercator	Unknown - updated dataset with this information expected
UW_TN183run2notka_EM300_Nootka_5	West Coast VI	EM300	5	University of Washington	Required	WGS_1984_Mercator	Unknown
ONC_FK009_EM710_WestCoast_5	West Coast VI, La Parouse Bank, Barkley Canyon, Juan de Fuca Strait, Tully Canyon	EM710	5 to 10	ONC/Schmidt Ocean Institute	OK	GCS_WGS_1984	Unspecified metres
ONC_RoyalCity_RS8111_NorthCableRoute_5	West Coast VI,	RS8111	5	Ocean Networks Canada	OK	WGS_1984_Mercator	LLWLT observed tides at Bamfield CHS station #8545

Dataset	Location	Sonar Type	Resolution (m)	Organization	Permission	Horizontal Datum	Vertical Datum
ONC_RoyalCity_RS8111_PAinlet_5	Port Alberni Inlet	RS8111	5	Ocean Networks Canada	OK	WGS_1984_Mercator	LLWL observed tides at Bamfield CHS station #8545
ONC_RoyalCity_RS8111_SouthCableRoute_5	West Coast VI	RS8111	5	Ocean Networks Canada	OK	WGS_1984_Mercator	LLWL observed tides at Bamfield CHS station #8545
ONC_TN282_EM302_Endavour_5	Endavour	EM302	5*	Ocean Networks Canada	OK	WGS_1984_UTM_Zone_9N	Unspecified metres
UW_TN183lastsurvey_EM300_WestCoast_5	West Coast VI	EM300	5	University of Washington	Required	WGS_1984_Mercator	Unknown
ONC_TN282_EM302_BarkleyCanyon_10	Barkley Canyon	EM302	10*	Ocean Networks Canada	OK	GCS_WGS_1984	Unspecified metres
CHS_GeorgiaBasin_10	Strait of Georgia, Juan de Fuca Strait	Unknown	10	Canadian Hydrographic Service	Required	WGS_1984_UTM_Zone_10N	Unknown
ONC_FK009_EM302_WestCoast_20	Barkley Canyon, Tully Canyon, West Coast VI	EM302	20	ONC/Schmidt Ocean Institute	OK	GCS_FG_WGS_84	Unspecified metres
UW_TN183merged_EM300_WestCoast_20	West Coast VI	EM300	20	University of Washington	Required	WGS_1984_Mercator	Unknown
ONC_TN298_EM302_Endavour_30	Endavour	EM302	30	Ocean Networks Canada	OK	GCS_WGS_1984	Unspecified metres
UW_TN146_EM300_WestCoast_50	West Coast VI	EM300	50	University of Washington	Required	WGS_1984_UTM_Zone_9N	Unknown
UW_TN159_EM300_Endavour_50	Endavour, Cobb Seamount	EM300	50	University of Washington	Required	WGS_1984_UTM_Zone_9N	Unknown

Dataset	Location	Sonar Type	Resolution (m)	Organization	Permission	Horizontal Datum	Vertical Datum
UW_TN175_EM300_CascadiaMargin_50	Cascadia Margin, Continental Slope	EM300	50	University of Washington	Required	WGS_1984_UTM_Zone_9N	Unknown
UW_TN183_EM300_50	Endeavour, Cascadia Basin	EM300	50	University of Washington	Required	WGS_1984_Mercator	Unknown
UW_AT353_Seabeam2000_Endeavour_75	Endeavour Segment, West Valley, Cobb Seamount		75	University of Washington	Required	NAD_1983_UTM_Zone_9N	Unknown
UBremen_CascadiaBasin_100	Cascadia Basin	Unknown	100	University of Bremen	Required	NAD_1983_UTM_Zone_9N	Unknown
USGS_Cascadia_DEM_250	Juan de Fuca Plate and boundaries	Compiled data	250	United States Geological Survey	Freely available online.	Lambert_Conformal_Conic2SP	MLLW (depth) and MSL (elevation).
CHS_Multibeam_Variable	West Coast British Columbia	Various	Various	Canadian Hydrographic Service	Required	To be provided by CHS	To be provided by CHS
CHS_Singlebeam_Variable	West Coast British Columbia	Various	Various	Canadian Hydrographic Service	Required	To be provided by CHS	To be provided by CHS
CHS_BCCoastGrid_500	West Coast British Columbia	Compiled data	500	Pacific Salmon Foundation	Open govern. license	To be provided by CHS	To be provided by CHS

**From:** Minister, CSCD CSCD:EX [<mailto:CSCD.minister@gov.bc.ca>]  
**Sent:** Wednesday, March 02, 2016 11:31 AM  
**To:**  
**Subject:** Ref. 166321: Invitation to Engage on the Climate Leadership Team's Recommendations

Ref: 166321

All Mayors and Chairs of Local Governments in British Columbia

cc: The Honourable Mary Polak, Minister of Environment  
Ms. Linda Reimer, Parliamentary Secretary for Local Government  
Mr. Jordan Sturdy, Parliamentary Secretary for Energy Literacy and the Environment  
Mr. Al Richmond, President, UBCM  
Mr. Gary Maclsaac, Executive Director, UBCM  
All Chief Administrative Officers of Local Governments in British Columbia

Dear Mayors and Chairs:

Subject: Invitation to Engage on the Climate Leadership Team's Recommendations

I am writing to invite each of you to participate in one of six upcoming local government engagement sessions on the Climate Leadership Plan.

As part of the Climate Leadership Plan (CLP) Consultation Process, which began in May 2015 with the announcement of the Province of British Columbia's Climate Leadership Team (CLT), a second round of public consultation was announced on January 25, 2016. The public, industry, First Nations, local governments and other stakeholders are invited to provide their feedback on the CLT's recommendations described in the Consultation Guide. In addition to the multiple ways to provide feedback—through an online form, email, a survey and Ipsos Reid public polling, available at: <http://engage.gov.bc.ca/climateleadership/>—the Province is conducting sector-specific consultations, including with local governments.

My goal is to ensure that every local government in British Columbia has the opportunity to engage with the Province on the CLP and review and provide feedback on the CLT's recommendations, before the close of consultation at noon on March 25, 2016. To achieve that, Provincial staff together with my colleagues, Ms. Linda Reimer, Parliamentary Secretary for Local Government, and Mr. Jordan Sturdy, Parliamentary Secretary for Energy Literacy and the Environment, are leading the organization of five two-hour tele-conference/video-conference sessions. These will be geographically focused according to the five regions represented by British Columbia's Local Government Area Associations. A sixth session will be held for those local governments not able to attend a regional session.

The sessions will take place as follows:

March 8, 2016	Kootenay-Boundary Region	1:00pm – 3:00pm
March 9, 2016	Vancouver Island and Coastal Communities	10:00am -12:00noon
March 10, 2016	Lower Mainland Region	2:00pm – 4:00pm
March 15, 2016	North Central Region	1:00pm – 3:00pm
March 16, 2016	Southern Interior Region	10:00am -12:00noon
March 17, 2016	Province-wide	1:00pm – 3:00pm

Additional details about how to join a session in your region will be sent to you and your Chief Administrative Officers soon.

In addition to these engagement sessions, you will have recently received a letter from my colleague, the Honourable Mary Polak, Minister of Environment, seeking your input on climate activities as part of British Columbia’s preparation for engagement in the federal process to develop a Pan-Canadian framework for combatting climate change. In the letter, Minister Polak indicated our desire to attend each of the province’s local government annual Area Association meetings over the coming months to further discuss the Climate Leadership Plan.

I will be working with Minister Polak regarding the Province’s attendance at those meetings, with a primary objective of being able to address you directly on the CLT’S Recommendation #21 –Undertake a collaborative review and update of the Climate Action Charter to align provincial and community goals.

I have been impressed with the progress British Columbia local governments have made on their climate commitments, and with their efforts to provide thoughtful submissions on the Climate Leadership Plan process to date. I look forward to the upcoming discussions, recognizing that local governments’ work on climate will positively impact the way British Columbians live and work in our communities.

Sincerely,

Peter Fassbender  
Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink



Ref: 37429

To Local Governments

February 24, 2016

Dear Mayors and Board Chairs:

We are writing to inform you of an exciting new initiative, announced on Thursday, February 18, to issue a limited number of licences for the sale of 100% BC wine on grocery store shelves. We would like to take this opportunity to explain the rationale for this offering, part of the second round of changes to the liquor laws to permit the sale of BC wine on grocery store shelves.

The BC wine industry has been a true success story with over 300 wineries now producing world class wines. The citizens of British Columbia have shown their appreciation of these wines as sales continue to increase.

During the 2013 Liquor Policy Review conducted by Parliamentary Secretary John Yap, we heard from thousands of British Columbians who wanted more convenient access to liquor and particularly to BC wines. The Government listened to these concerns and initiated a number of reforms including:

- Permitting the 21 licensed VQA wine stores to relocate to grocery stores to sell their wine on grocery store shelves;
- Permitting full service licensee retail stores and government liquor stores to relocate to grocery stores to operate as a store in store; and
- Committing to issue a limited number of special wine store licences for the sale of BC wine on grocery store shelves, as announced today.

Initially, we will auction six opportunities to apply for the special wine store licence, an approach which will ensure fairness and transparency. The successful bidders will then proceed through the regular application process to obtain the licence. Only grocery stores which meet the specified regulatory criteria will be eligible to bid. These criteria include that the store be a minimum of 10,000 sq. ft. and be focused on food sales; the same criteria that apply to the relocation of the other types of wine and liquor stores to grocery stores.

To provide the greatest consumer convenience, the products permitted for sale include all types of BC wine made from 100% BC agricultural inputs. This includes cider, honey wine, fruit wine and sake. The rules for VQA stores have also changed to permit them to sell these same types of products.



As you may know, Provincial regulations do not permit the relocation of a licensee retail store or government liquor store to within 1 km of one another. This rule does not apply to existing wine stores and will not for these special wine store licences.

The rationale for the 1 km rule is to provide some degree of market certainty for retailers and to ensure a community is not over-served with liquor stores which can have negative community impacts.

The product selection sold in these stores is very limited compared to the full variety of domestic and international beer, wine, and spirits sold in a private or government liquor store. BC wines represent only 26 percent of the total wine sales in BC and this also represents 9% of all liquor sales in the Province. In addition, a significant percentage of these BC wine sales are made from the winery or sold directly by them to restaurants and bars. This means overall sales in competing full service liquor stores are unlikely to be significantly impacted.

Were the 1 km rule to apply to wine stores, a community would be prevented from having a full service liquor store in its neighbourhood due to a wine store's location. Consumers wishing to buy beer, spirits or imported wines would be inconvenienced. For your information, there has existed for many years an additional 20 wine store licences issued to individual wineries or small groups of wineries. Once again, the location of one of these stores, perhaps selling only one winery's products, would prevent a full service liquor store moving to within 1 km of the wine store.

In summary, the number of wine stores selling BC wine is very limited with only 21 VQA stores, 20 issued to wineries and up to 18 of the announced special wine stores. This compares to 671 full service private liquor stores, 196 government liquor stores and 221 rural agency stores all selling all types of liquor.

We understand concerns have been expressed about the retailing practices of grocery stores in jurisdictions where liquor is sold in grocery stores and more specifically that this sector tends to favour larger producers and employ low priced sales strategies to build market share. We believe that these concerns are not legitimate in the BC market in regard to wine stores. On Tuesday, February 23, our government announced – effective May 1, 2016 – minimum liquor pricing for licensee retail stores, wine stores, and manufacturer on-site stores. The same policy will apply to BC Liquor Distribution Branch stores and, by extension, rural agency stores. This policy will effectively protect against pricing practices using wine (or other liquor) as a “loss leader”.

For the VQA and special wine store licences it will be a licence term and condition that the stores carry a broad selection of product from all sizes of wineries to ensure the most number of wineries possible have shelf space in these stores. In addition, Provincial law prohibits liquor suppliers from offering incentives to licensees to gain greater shelf space or market access. The whole intent of special wine store licence is to provide enhanced consumer access to our wonderful wines and to help support our wine industry. In our discussions with the grocery industry they understand and support these goals.

Finally, we are aware that concerns have been expressed that the special wine store licence is non-compliant with our trade obligations. Our intention with the recent changes is to strike a

balance that meets our trade requirements and also promotes the quality products that are made and bottled here in B.C. The special wine store licences are not new licences *per se* but rather are re-issued and reconfigured dormant BC wine store licences that were issued several years ago. Any licences issued will remain consistent with those allowed and already created under existing trade laws.

We appreciate the opportunity to explain the Province's wine store retailing strategy and we hope you will take these matters into consideration should any of these stores plan to open in or relocate to your community.

Sincerely,



The Honourable Coralee Oakes  
Minister of Small Business and Red Tape Reduction  
Minister Responsible for the Liquor Distribution Branch



The Honourable Peter Fassbender  
Minister of Community, Sport and Cultural Development  
Minister Responsible for TransLink



**From:** EP.RPY / SAR.PYR (EC) [<mailto:ec.ep.rpy-sar.pyr.ec@canada.ca>]  
**Sent:** Monday, February 29, 2016 2:12 PM  
**To:** EP.RPY / SAR.PYR (EC)  
**Subject:** Notification of updates to the Species at Risk Public Registry (A0103)

Hello,

Please note that the **Management Plan for the Northern Red-legged Frog (*Rana aurora*) in Canada** has been posted as proposed on the Species at Risk Public Registry for a 60-day public consultation period. This comment period will close on **April 26<sup>th</sup>, 2016**. The Northern Red-legged Frog is a frog found on Vancouver Island and approximately the southern half B.C.'s coast. Further information and the proposed document are available here:

[http://sararegistry.gc.ca/document/default\\_e.cfm?documentID=2882](http://sararegistry.gc.ca/document/default_e.cfm?documentID=2882)

Thank you for your continued interest and participation in recovery planning for species at risk. Should you have any comments or questions please contact us at:

**Species at Risk Recovery Unit**

Canadian Wildlife Service / Pacific & Yukon Region  
Environment and Climate Change Canada / Government of Canada  
5421 Robertson Road RR #1, Delta, BC, V4K 3N2  
[ec.ep.rpy-sar.pyr.ec@canada.ca](mailto:ec.ep.rpy-sar.pyr.ec@canada.ca) / Tel: 604-350-1900

**Unité de rétablissement des espèces en péril**

Service canadien de la faune / Région du Pacifique et du Yukon  
Environnement et Changement climatique Canada / Gouvernement du Canada  
5421 rue Robertson R.R. #1, Delta, BC, V4K 3N2  
[ec.ep.rpy-sar.pyr.ec@canada.ca](mailto:ec.ep.rpy-sar.pyr.ec@canada.ca) / Tél: 604-350-1900

*From: Sherri McKinnon [mailto:[Sherri.McKinnon@viu.ca](mailto:Sherri.McKinnon@viu.ca)]  
Sent: February-29-16 10:17 AM  
To: Russell Dyson  
Cc: [lmorphet@sd70.bc.ca](mailto:lmorphet@sd70.bc.ca); [lmoney@shaw.ca](mailto:lmoney@shaw.ca); [jlaylard@uniserve.com](mailto:jlaylard@uniserve.com)  
Subject: 30th Anniversary as Sister Cities*

Dear Mr. Dyson,

This year marks the 30<sup>th</sup> Anniversary of our Sister City relationship with Abashiri, Japan, and we are now finalizing the itinerary for the celebration in Port Alberni.

Our guests from Abashiri will be in Port Alberni from Saturday, July 16th until the morning of Tuesday, July 19<sup>th</sup>, and we are wondering if it the Regional District would like to participate in the festivities.

The delegation will be the guests of the Society and some members will stay in homestays while others will opt to stay in a local hotel. The delegation will be involved in various civic events commemorating our 30<sup>th</sup> year as Sister Cities.

We look forward to meeting the delegation and celebrating this great occasion in Port Alberni. These educational and cultural exchanges symbolize the continuation of our long term friendship and will foster a greater mutual understanding between our communities.

Please let me know if the Regional District would like to participate. I am attaching a letter so that you can discuss this with the Regional District Directors.

Sincerely,  
Sherri McKinnon  
President, Port Alberni International Twinning Society

Instructor  
English Language Centre  
Vancouver Island University  
Nanaimo, BC Canada

Enhancing Green Spaces  
in Communities



Mise en valeur des espaces  
verts au sein des collectivités



# Celebrate

Canada's 150<sup>th</sup> Anniversary

Showcase your Community  
by Participating in the  
Communities in Bloom Program  
and Get Ready for 2017



CANADA 150  
1867-2017



## How does Communities in Bloom benefit your Community?

### Environmental Stewardship

- Enhanced community involvement and awareness in environmental actions for local green spaces
- Continuous improvement of community green infrastructure, biodiversity and natural heritage
- Creates opportunities for citizens to be involved in sustainable green initiatives

### Economic Benefits

- Creates profile for marketing and promotional opportunities
- Regional & national recognition brings tourism benefits to local businesses
- Information exchange and best practices shared between judges and participants

### Social Benefits

- Creating attractive landscapes with community involvement increases civic pride
- Increased synergy among citizens, institutions, businesses and municipal government working together
- The program provides a framework that helps improve quality of life through community engagement

**In a 2015 Survey on the quality of the judging evaluations, over 95% of communities indicated that the evaluation reports were practical and applicable. Comments received:**

- Provides input into the direction we need to go to improve our community overall.
- We have used recommendations to direct management, operational and staffing decisions.
- We use the information to create our strategic plan at the community association level.

**For more information about the British Columbia Provincial Edition, go to [www.bccib.ca](http://www.bccib.ca)**

---

### Communities in Bloom is made possible by the support of Sponsors and Partners

#### British Columbia

Province of BC - Teck Resources Limited - Urban Systems Ltd

The Butchart Gardens - V.I.P. Soap Products Ltd. - Gardens BC

Destination British Columbia - BC Landscape & Nursery Association - BC Recreation & Parks Association - Langley Sandman Hotel

#### National Sponsors

Scotts - Home Hardware - CN

National Capital Commission

Beauti-Tone - Ball Horticultural Company - Natura

Miracle-Gro - Scotts EcoSense - RoundUp - Turf Builder

Municipal World - Teck - VIA Rail Canada - Canadian Nursery Landscape Association





# 2016 PROVINCIAL EDITION

## BRITISH COLUMBIA

### COMMUNITIES IN BLOOM

**REGISTRATION DEADLINE:**  
**MARCH 31, 2016**

MUNICIPALITY (PLEASE PRINT)		TOTAL POPULATION	MAYOR
NAME OF MUNICIPAL CONTACT		POSITION / TITLE	
ADDRESS		CITY	POSTAL CODE
( )			
PHONE		MUNICIPAL CONTACT EMAIL	
NAME OF COMMUNITY CONTACT OR LOCAL CiB CHAIR		WEBSITE ADDRESS FOR COMMUNITY	
( )			
PHONE		COMMUNITY CONTACT/CHAIR E-MAIL	
<b>PARTICIPATION CATEGORIES</b>		<b>REGISTRATION FEE BASED ON POPULATION SIZE:</b>	
<input type="checkbox"/> NOVICE Audit program to introduce CiB, workshop with a pair of Judges <b>EVALUATED PARTICIPANTS ARE ONLY ELIGIBLE FOR CRITERIA AWARDS</b> <input type="checkbox"/> PROVINCIAL EDITION (Evaluated with Bloom Rating Award) or <input type="checkbox"/> MENTOR _____ with <input type="checkbox"/> NEW COMMUNITY _____ (Both Evaluated with Bloom Rating Award, supply form and fee for each please)		<input type="checkbox"/> up to 1000 - \$475 <input type="checkbox"/> 10,001 to 20,000 - \$875 <input type="checkbox"/> 1001 to 2000 - \$575 <input type="checkbox"/> 20,001 to 50,000 - \$975 <input type="checkbox"/> 2001 to 5000 - \$625 <input type="checkbox"/> 50,001 to 100,000 \$1150 <input type="checkbox"/> 5001 to 10,000 - \$750 <input type="checkbox"/> 100,000+ - \$1450 (Plus 5% GST)	
NON-EVALUATED: (½ Fee) <input type="checkbox"/> WINNERS CIRCLE (Holds rating 1-yr ) or <input type="checkbox"/> FRIENDS			

**PARTICIPANTS should plan to:**

- Create a local 'in Bloom' action committee: citizens, business, service clubs and a municipal representative (Councillor, Public Works, Administrator, Parks/Recreation);
- Start with a simple budget to cover registration fee and to create community wide CiB awareness projects, i.e.: parades, tidy up days. Consider planning some fundraising events too;
- Prepare for Judges Evaluation to take place in mid to late July;
- Create a Community Profile Book (info provided) outlining the community's achievements in the specific evaluation criteria;
- Host a pair of judges during evaluation time (typically 3<sup>rd</sup> week in July): meals & accommodation, maximum 2 nights, separate rooms, same location (billeting is acceptable);
- Send a Delegate or two, to the BC CiB Provincial Awards at the National CiB Symposium hosted by Kamloops Sept 30 - Oct 3.

**COMMUNITY RECEIVES:**

- Getting Started Package of Information;
- Help from regional representatives if required;
- Evaluation by a pair of trained BC CiB judges;
- Bloom Rating Certificate (2 to 5 blooms);
- 16+ page Evaluation Report with Comments & Suggestions presented at the Provincial Awards Ceremony in the fall;
- Information about National Competition in future years.

**BENEFITS to Community:**

- Encourages Tidiness & Beautification
- Promotes Excellence in Environmental Initiatives
- Catalyst to Inventory Community's Assets
- Friendly Competition provides Focus & Deadline for Projects
- Cost Effective Measurement of Success

Cheque payable to: BC Communities in Bloom Mailing Address: Suite 102, 19289 Langley Bypass, Surrey, BC V3S 6K1	
AMOUNT ENCLOSED	\$ Population Fee + 5% GST = \$ _____ GST # 8446 03670 RT0001
PLEASE INVOICE US AT:	<input type="checkbox"/> Above Address Fax Forms to (604) 574-7773
CANCELLATION POLICY:	Before April 30 <sup>th</sup> a \$50.00 fee may be charged, after that all registration fees are non-refundable.
Request more information: <input type="checkbox"/> Membership <input type="checkbox"/> Showcase <input type="checkbox"/> Sponsorship Catherine Kennedy (604) 576-6506	

## Participation Options

REGISTRATION CATEGORIES	COST									
<p><b>1. NOVICE PROGRAM – First Year Audit</b></p> <p>Our Judge's visit provides a face to face introduction to the CiB program criteria with your key stakeholders. No Judges Tour or Community Profile Book to organize, but be prepared to host the judges (meals with accommodation for 2-nights max.) and have 3 - 10 people ready to workshop.</p> <p>Judges will present a PowerPoint, show a sample Community Profile Book and review 3 criteria: i.e. Floral, Landscape and Tidiness. Judges will prepare some comments and suggestions. Reports are presented at the fall Awards.</p>	<p>Fee dependant upon population size - see Registration Form</p> <p>(Email a request for additional information)</p>									
<p><b>2. EVALUATED PROVINCIAL EDITION</b></p> <p>Starting an 'In Bloom' committee will help create a valuable collaboration amongst your citizens, service groups, municipal staff and business owners.</p> <p>Evaluating six criteria, the judge's report creates a benchmark score for future improvements. Participants are awarded a Bloom Rating Certificate and receive a written report at the Provincial Awards &amp; Conference in the fall.</p> <p>This category also includes Mentoring for an experienced CiB community to help a new participant. Separate form and fee for each. Mentor Community receives special recognition throughout the year.</p>	<p>Fee dependant upon population size - see Registration Form</p> <p><b>ONLY CATEGORY ELIGIBLE TO WIN A CRITERIA AWARD</b></p>									
<p><b>3. NON-EVALUATED</b></p> <p>a) 5-BLOOM WINNER'S CIRCLE* For communities who want to hold their bloom rating one year.</p> <p>b) FRIENDS* For communities that want recognition for ongoing CiB initiatives.</p> <p>*Added BONUS: this category is encouraged to provide a Community Showcase Entry!</p>	<p>½ Fee dependant upon population size - see Registration Form</p>									
<p><b>4. COMMUNITY SHOWCASE*</b> (non-evaluated)</p> <p>Profile for a specific project or geographical segment within a community. Open to everyone in British Columbia, submissions also accepted from other levels of CiB. Provide 100 words &amp; 3 photos.</p>	<p>Entries will be featured in our BC CiB newsletter.</p> <p>Fee: \$100</p>									
<p><b>5. PROVINCIAL MEMBERSHIP</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 50%;">a) Individual</td> <td style="width: 25%;">\$20</td> <td style="width: 25%;">Voting</td> </tr> <tr> <td>b) Showcase*</td> <td>\$100</td> <td>Non-Voting</td> </tr> <tr> <td>c) Community*</td> <td>\$500</td> <td>Non-Voting</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>- Newsletters (10+ issues/year)</li> <li>- Invitation to AGM (voting privileges for individual membership only)</li> <li>- Invitation to fall Awards and Conference</li> <li>- Entry point for judging (upon approved application)</li> </ul>	a) Individual	\$20	Voting	b) Showcase*	\$100	Non-Voting	c) Community*	\$500	Non-Voting	<p>As per the 2016 Membership Form (see <a href="#">BC CiB website</a> for form and additional information)</p>
a) Individual	\$20	Voting								
b) Showcase*	\$100	Non-Voting								
c) Community*	\$500	Non-Voting								

**All Registered Participants will receive recognition on our Map, Press Releases, Website and Fall Awards**

Suite 102, 19289 Langley Bypass, Surrey, BC V3S 6K1 | (604) 576-6506 | [www.bccib.ca](http://www.bccib.ca)



February 26<sup>th</sup> 2016

Alberni-Clayoquot Regional District  
3008 5th Ave  
Port Alberni, BC  
V9Y 2E3  
rdyson@acrd.bc.ca  
Via Email

Attention: Russell Dyson, Chief Administrative Officer

RE: Official Notice of Island Corridor Foundation AGM

Please be advised that the Annual General Meeting of the Island Corridor Foundation will be held Thursday, April 28<sup>th</sup> 2016 at 10:30 am at Nanaimo Conference Centre, 101 Gordon Street Nanaimo, in the Nanaimo River Room.

The agenda items are as follows:

1. Call to Order
2. Approval of 2015 AGM Minutes
3. Election of Directors
4. Review of Financial Statements
5. ICF Solicitor Report
6. Chairman's Report
7. Chief Executive Officer's Report
8. Southern Rail Presentation
9. Adjournment

Thank you,



Graham Bruce  
Chief Executive Officer

Cc: Lucas Banton, ICF Member Representative  
Ken McRae, ICF Director





RECEIVED

FEB 29 2016

Ref: 112204

FEB 26 2016

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

Dear Mr. Richmond: *Al:*

I am writing to provide you with an update regarding the ongoing arrivals of Syrian refugees into communities across British Columbia (BC).

At last count, just over 21,000 Syrian refugees have arrived in Canada since November 2015. The federal government indicates it is confident that it will resettle 25,000 refugees to Canada by the end of the month. Approximately 1,700 refugees have arrived or will soon be arriving in 31 communities across BC, including about 300 awaiting onward travel arrangements from Toronto or Montreal. Immigration, Refugees and Citizenship Canada (IRCC) informs me that 800 additional arrivals will be destined to BC before early March. In order to meet its commitments, IRCC is looking for additional capacity to resettle large numbers of Syrian refugees as soon as possible.

IRCC recently issued an open call for proposals for currently-funded Settlement Service Provider Organizations (SPOs) across Canada to apply for additional funding under the Refugee Assistance Program (RAP), to establish new centres to receive Government-Assisted Refugees (GARs). I am pleased to inform you that, as of last week, the Inter-Cultural Association (ICA) of Greater Victoria was the first successful applicant under this call for proposals. As a result, Victoria will join Vancouver in welcoming Syrian GARs to BC in the very near future, and these GARs may settle in communities throughout southern Vancouver Island. I have encouraged SPOs in Kelowna and Prince George to apply to become additional RAP centres in order to facilitate the resettlement of GARs across the province.

.../2

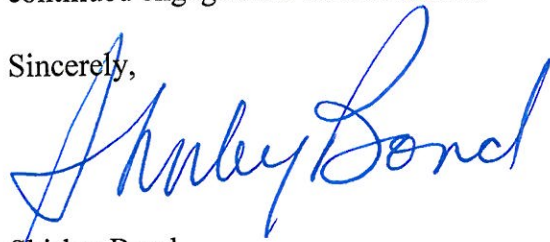
Mr. Al Richmond  
Page 2

Vancouver's RAP provider, the Immigrant Services Society of BC (ISSofBC), has been working closely with SPOs in several BC communities including Abbotsford, Nanaimo, Kelowna, Kamloops, and Prince George to develop a sub-contract arrangement. This approach would enable these communities to receive GARs without becoming a stand-alone RAP centre. ISSofBC staff are travelling to these communities to provide training to the settlement SPOs, and discussions are underway about the possible number and flow of refugees that each community can receive.

In addition, IRCC has developed a new process for municipalities that are outside of the traditional network of refugee resettlement to receive and support Syrian refugees. My federal colleagues have encouraged municipalities to identify themselves to IRCC and develop a Community Partnership Settlement Plan as soon as possible. The federal government criteria for municipalities who wish to submit a Community Partnership Settlement Plan are listed here: <http://news.gc.ca/web/article-en.do?nid=1031849>. BC supports the resettlement of refugees outside of Vancouver as much as possible when supports are in place to successfully integrate refugees into the community and the workforce.

Please feel free to share this letter with your members as appropriate. Thank you again for your time and ongoing commitment to the refugee settlement process in BC. I look forward to our continued engagement on this matter.

Sincerely,



Shirley Bond  
Minister

Enclosure

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

**APPENDIX 1: Syrian Refugee Arrivals by BC Destination**  
 (Source: <http://www.cic.gc.ca/english/refugees/welcome/map.asp>)

City	Admitted GARs	Admitted BVORs	Admitted PSRs	PSRs in Inventory	Total
Abbotsford	0	1 to 4	0	8	9 to 12
Burnaby	0	14	44	30	88
Campbell River	0	0	0	16	16
Charlie Lake	0	0	0	1 to 4	1 to 4
Chilliwack	0	8	0	0	8
Clearwater	0	1 to 4	0	0	1 to 4
Coquitlam	0	0	1 to 4	5	6 to 9
Cowichan Bay	0	0	1 to 4	7	8 to 11
Dawson Creek	0	1 to 4	0	0	1 to 4
Duncan	0	7	0	0	7
Fernie	0	0	1 to 4	0	1 to 4
Fruitvale	0	0	0	1 to 4	1 to 4
Gabriola	0	6	0	0	6
Gibsons	0	0	0	1 to 4	1 to 4
Kamloops	0	12	0	1 to 4	13 to 16
Kelowna	0	23	9	15	47
Ladysmith	0	0	1 to 4	0	1 to 4
Langley	0	5	5	0	10
Maple Ridge	0	0	0	9	9
Nanaimo	0	18	0	0	18
New Westminster	0	0	11	9	20
North Vancouver	0	5	5	7	17
Oliver	0	5	0	0	5
Osoyoos	0	1 to 4	0	0	1 to 4
Pender Island	0	6	0	0	6
Port Coquitlam	0	0	0	1 to 4	1 to 4
Port Moody	0	0	0	1 to 4	1 to 4
Prince George	0	6	5	5	16
Richmond	0	6	7	8	21
Salmon Arm	0	6	0	0	6
Salt Spring Island	0	0	0	5	5
Smithers	0	5	5	0	10
Squamish	0	0	0	9	9
Summerland	0	5	0	0	5
Surrey	0	6	23	30	59
Vancouver	1411	20	41	41	1513
Vernon	0	0	0	1 to 4	0
Victoria	0	28	11	25	64
West Vancouver	0	0	5	0	5
White Rock	0	0	1 to 4	0	0
<b>TOTAL</b>	<b>1411</b>	<b>195 to 207</b>	<b>175 to 187</b>	<b>236 to 257</b>	<b>2016 to 2062</b>





huu ay aht

ANCIENT SPIRIT, MODERN MIND



February 26, 2016

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

Dear ACRD Board of Directors,

Thank you for your recent letter of support regarding our purchase of the properties in Bamfield Inlet. With this, it is confirmation to our People that we are committed to our goals of creating a strong sustainable community in the Bamfield area.

Working together to build the relationship with the ACRD and overcoming any challenges that may arise will pave the way for our future generations.

On behalf of the Huu-ay-aht Nation, I would like to thank the ACRD's commitment to working with us and would be very interested in discussing the potential to share infrastructure costs. If you would like to set up a meeting to discuss this further please contact my assistant Coraleah Johnson at 250-723-0100 ext. 213 or email her at [Coraleah.j@huyuayaht.org](mailto:Coraleah.j@huyuayaht.org).

We look forward to hearing from you and working with you in the future.

Sincerely,

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

Dear Russell and Directors,

Thank you so much for choosing me to 'drop the puck' at the Bulldogs game. It was a totally unexpected honor. With so many hardworking, worthy and deserving volunteers present at the arena that evening, I am truly humbled and appreciative of your generosity. I am excited that the Red Cross will be setting up a new ESS group in our community. They will be able to provide the leadership and support that I cannot. For myself, I will do what I can to support them in that effort and continue as an ESS volunteer for as long as possible.

Thank you.



Thank you!  
Susy van Herwaarden

## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Wendy Thomson,  
Manager of Administrative Services

**Meeting Date:** March 9, 2016

**Subject:** Grant Funding Agreement – Island Health

---

### Recommendation:

**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.**

### Desired Outcome:

To receive one-time grant funding from Island Health.

### Background:

Island Health is in the process of establishing a Community Wellness Granting Program that will allow Island Health to be a value added partner working together with communities to address the health, well-being and social development of communities and individuals. The program will commence in September/October 2016.

In the interim, Island Health is providing the Alberni-Clayoquot Regional District (ACRD) with a grant in the amount of \$31,733.39 to be used for the purpose of developing population level interventions that address the five modifiable risk factors (unhealthy weight-overweight/obesity; physical inactivity; unhealthy eating; tobacco use; and harmful alcohol use), as well as frail seniors, and mental health and substance use, either directly or in partnership with other local community organizations, including Community Health Networks. (see attached letter from Island Health).

Island Health has submitted a grant funding agreement for consideration by the ACRD Board of Directors. In order to receive the funding, the ACRD must sign and return the Grant Funding Agreement by March 9, 2016. Regional District staff recommends the ACRD Board of Directors enter into the funding agreement.

Once the funding is received, it's recommended the Alberni-Clayoquot Health Network (ACHN) manage these funds. The purpose of these funds falls within the activities and goals of the ACHN and fits perfectly with their Health Literacy Strategic goal.



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

Minimal staff time required. It's recommended the Alberni-Clayoquot Health Network and Coordinator manage and oversee use of these funds.

**Financial:**

\$31,733.39 one-time grant to the Regional District from Island Health.

**Policy or Legislation:**

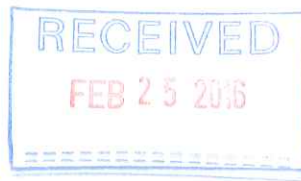
n/a



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



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



Excellent health and care for everyone,  
everywhere, every time.



February 19, 2016

Mr. Russell Dyson  
Chief Administrative Officer  
Alberni-Clayoquot Regional District  
3008 5<sup>th</sup> Avenue  
Port Alberni, BC V9Y 2E3

Dear Mr. Dyson,

Re: Community Wellness Grants

I am very pleased to advise you that Island Health is in the process of developing a Draft Engagement to Experience Framework. You will be hearing more about this in the spring as we embark on a consultation process with key stakeholders.

Included in the Draft Framework is the establishment of a Community Wellness Granting Program that will allow Island Health to be a value added partner with our communities so that we can work together to address the health, well-being and social development of communities and individuals. We anticipate moving forward with a new Community Wellness Granting Program in September/ October 2016 which will include an application and review process. You will hear more about this, and have an opportunity to provide feedback, as part of our consultation process regarding the overall Engagement to Experience Framework.

In the interim, Island Health is pleased to provide a Grant in the amount of \$31,733.39 to be used for the purpose of developing population level interventions that address the five modifiable risk factors (unhealthy weight-overweight/obesity; physical inactivity; unhealthy eating; tobacco use; and harmful alcohol use), as well as frail seniors, and mental health and substance use, either directly or in partnership with other local community organizations, including Community Health Networks.

Attached please find a Grant Funding Agreement for your review and signature. Please return an original copy of the signed agreement by March 8, 2016 to: Janet Shute, Manager, Partnerships and External Engagement, Island Health, #201 – 6551 Aulds Road, Nanaimo, BC V9T 6K2.

If you have any questions please contact Janet Shute at 250-755-7691 Local 56149.

Sincerely,

Antoinette (Toni) O'Keeffe  
VP Communications & Public Relations

## Grant Funding Agreement

**Between:** Vancouver Island Health Authority ("Island Health")  
1952 Bay Street  
Victoria BC V8R 1J8

### OF THE FIRST PART

**And:** Alberni Clayoquot Regional District (the "Recipient")  
3008 5<sup>th</sup> Avenue  
Port Alberni BC V9Y 2E3

### OF THE SECOND PART

#### **WHEREAS:**

Island Health wishes to provide a grant to the Recipient, based on the terms and conditions hereinafter set forth.

The Recipient is eligible for the grant as determined by Island Health.

The Recipient is a Regional District in the province of British Columbia

NOW THEREFORE in consideration of the premises and covenants and agreements set out in this Agreement and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the parties), the parties agree as follows:

#### PAYMENT OF FUNDS

Island Health will disburse \$31,733.39 (the "Grant") in one-time funding to the Recipient upon signing of this Agreement, on or before March 8, 2016.

Notwithstanding any other provision of this Agreement, in no event will Island Health be or become obligated to the Recipient pursuant to this Agreement for an amount exceeding, in the aggregate, \$31,733.39.

The provision of the Grant pursuant to this Agreement is for the purposes outlined below.

#### PURPOSE

Island Health will provide funding to the Recipient for the purpose of developing population level interventions that address the five modifiable risk factors (Unhealthy weight - overweight/obesity; Physical inactivity; Unhealthy eating; Tobacco use; and Harmful alcohol use), frail seniors, and mental health and substance use, either directly or in partnership with other local community organizations, including Community Health Networks (the "Purpose").

The Recipient acknowledges that it is solely liable for the carrying out of the Purpose and will indemnify and save harmless Island Health from and against all claims, demands, losses, damages, costs of any kind based upon any injury or death of a person or damage to or loss of property arising from any willful or negligent act, omission or delay on the part of the Recipient or any of its employees, directors, officers, agents or parties with whom it has contracted, in carrying out the Purpose.

The Recipient acknowledges that, except as expressly set out herein, nothing in this Agreement will oblige Island Health to provide any future funding for the Purpose.



PUBLICITY

The Recipient will not make a public announcement concerning the Purpose without the prior consent of Island Health. Island Health may make a public announcement concerning the giving of the grant for the Purpose with or without the prior consent of the Recipient.

TERMINATION/REFUNDING

If the Grant is to be paid in more than one installment, Island Health reserves the right to cancel future installment payments upon [60] days' prior written notice to the Recipient in the event that in the opinion of Island Health, cancellation of future installment payments are necessary due to: (a) a material breach of this Agreement by the Recipient; (b) any Ministerial directive or change to funding available to Island Health which necessitates termination of future payments.

If the Recipient determines that it does not require the entire amount of the Grant in order to carry out the Purpose, the Recipient shall notify Island Health with 14 days of such determination and the parties will negotiate in good faith to determine how the remaining balance of the Grant shall be deployed. If the Recipient and Island Health are unable to reach such agreement within 60 days of the date the Recipient notifies Island Health of its determination, the Recipient will deliver the remaining balance of the Grant to Island Health and Island Health shall have no further liability to the Recipient in respect thereof.

NOTICE

Any notice contemplated by this agreement, to be effective, must be in writing and be:

- (a) sent by fax to the addressee's fax number specified in this Agreement,
- (b) delivered by hand to the addressee's address specified in this Agreement, or
- (c) mailed by prepaid registered mail to the addressee's address specified in this Agreement.

If there is no postal strike either pending or in existence at the time of mailing any notice mailed in accordance with sub-paragraph (c) is deemed to be received 48 hours after mailing. Either of the parties may give notice to the other of a substitute address of fax number from time to time.

If to the Recipient:

Alberni-Clayoquot Regional District  
3008 5<sup>th</sup> Avenue, Port Alberni, BC V9Y 2E3  
Fax number: 250-723-1327  
Attention: Russell Dyson, Chief Administrative Officer

If to Island Health:

Vancouver Island Health Authority  
1952 Bay Street  
Victoria, BC V8R 1J8  
Fax number: 250-740-2669  
Attention: Antoinette O'Keefe, VP Communications & Public Relations

REPORTING

At any time and from time to time, within 14 days of a request by Island Health, the Recipient will provide to Island Health, a report in the form and manner prescribed by Island Health, showing the expenditures made to date and the estimated future expenditures, from the Grant.

The Recipient will:

- (a) permit Island Health or its nominee, at all reasonable times and upon reasonable prior notice, to inspect the records and accounts of the Recipient required to be maintained pursuant to this Agreement;


- (b) permit Island Health or its nominee, at any reasonable time, to have access to the site of any work undertaken pursuant to the Purpose; and
- (c) ensure that proper and accurate accounts and records are maintained in respect of the Grant, including the ability to account for all such funds separately from the Recipient's other revenue and spending, and, upon reasonable notice, will make such accounts and records available for inspection by Island Health, or its nominee, at all reasonable times.

Island Health may, at its own expense, appoint an auditor to undertake an audit of the Recipient's accounts, records, documents and other relevant information, to prepare, to determine if Recipient's use of the Grant is for the Purpose and in accordance with the requirements of this Agreement. The Recipient must make available to the auditors all relevant accounts, records, documents and other information the auditors request from time to time for the completion of such audits within 7 days of receiving a request.

If an audit reveals an error in documenting the expenditures, the Recipient must repay any portion of the Grant which was not used for the Purpose or in accordance with the requirements of this Agreement.

COMPLIANCE WITH LAWS

The Recipient will comply with the laws of British Columbia and the federal laws of Canada applicable therein, including, without limitation, all statutes and regulations relating to or concerning environmental or human rights matters.

<b>SIGNED AND DELIVERED by VANCOUVER ISLAND HEALTH AUTHORITY by its authorized signatory:</b>	<b>SIGNED AND DELIVERED by [RECIPIENT] by its authorized signatory:</b>
 _____	 _____
Name: Antoinette O'Keeffe	Name: _____
Date: February 19, 2016	Date: _____

## REQUEST FOR DECISION

**To:** Board of Directors

**From:** West Coast Committee/  
Russell Dyson, Chief Administrative Officer

**Meeting Date:** March 9, 2016

**Subject:** West Coast Multiplex

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### **Recommendation:**

**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.**

### **Desired Outcome:**

To commit funding in order for the Regional District to provide resources to support the planning and programming of the West Coast Multiplex project.

### **Background:**

Regional District staff recently met with representatives of the West Coast Multiplex Society to discuss next steps for the realization of the facility at the Long Beach Airport. The Society proposes to revise the project proposal and undertake a business plan to help facilitate fundraising.

There is a long history of this project and both the society and ACRD have been engaged for many years. A memorandum of understanding confirms the interest of all West Coast communities and their commitment to cooperation.

The Society is responsible for raising 100% of capital costs. The Regional Districts service is for establishment and operation of a recreation service including multiplex. An agreement needs to be established to clearly outline the rolls of each organization to outline how the transition will occur and who takes responsibility for construction. Further, any fundraising for a regional district asset needs to have accountability procedures in place.

The Society is concerned about the overall cost for a conventional bricks and mortar structure (estimated to be \$12 million in 2012) and propose that an acceptable cost for the first phase of the facility would be \$6 million. Changes to the facility will have impact on operating and maintenance and such decisions need to be made in consultation with the ACRD with full impacts outlined.

There are two needs in order to move this project forward in 2016:

1. The ACRD needs time and resources to participate in the decision process to protect its interest



as the owner and operator of the facility. It is proposed that the service area fund \$20,000 for this purpose, it will be applied to staff time and contract resources as needed.

2. A business case / planning process needs to be developed and will include:
- Confirmation of the fundraising strategy and processes for accountability
  - Defining specific roles of the society and ACRD and how the transition proceeds from fundraising, through construction to operation
  - Providing public engagement to confirm acceptance of costing and proposed programming.
  - Engagement and definition of the roles of the communities on the West Coast that are part of the service.

The West Coast Committee met with the Tla-o-qui-aht First Nation (TFN) on February 24<sup>th</sup>. The TFN submitted a proposal for services, in support of the ACRD and WCMS in achieving their goals for the development of a West Coast Multiplex facility. The TFN is in a position to contribute \$100,000 towards the completion of the business plan and preliminary plans in return for a firm commitment from the ACRD and WCMS to negotiate an agreement, which would see the TFN provide management services for a minimum of 5 years. The TFN will provide the ACRD Board of Directors with a letter of commitment for consideration at the March 9<sup>th</sup> Board meeting. Upon execution of an agreement between the parties, the TFN will contribute \$100,000 towards the business plan and preliminary design work. The deadline for this proposal is March 31, 2016.

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


Substantial ACRD resources will be required to support this project.

**Financial:**

Paid for by the participants of the service area: District of Tofino, District of Ucluelet and Area "C" (Long Beach)

**Policy or Legislation:**

*Local Government Act* and ACRD Bylaws and Policies apply.



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

## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Russell Dyson, CAO

**Meeting Date:** March 9, 2016

**Subject:** Arrowsmith Amateur Radio Club Grant-in-Aid

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**Recommendation:**

***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.***

**Background:**

The January 25 meeting of the Alberni Valley & Bamfield Services Committee was held in the EOC, with the Arrowsmith Amateur Radio Club as a delegation providing a tour of their facilities including their new trailer that was in part funded by the ACRD.

At its February 24, 2016 regular meeting, the Board of Directors received a presentation from representatives of the Arrowsmith Amateur Radio Club where they provided more details regarding their 2016 Grant in Aid request.

Club Secretary Al Winney will meet with Director McNabb to review their faculties on Tuesday March 8, as Director McNabb was not in attendance at the January 25 meeting.

Attached for the Directors is an outline of the specific materials they intend to purchase with the Grant in Aid. This is an Alberni Valley grant in aid. The club is an integral component of Emergency response in the Alberni Valley and as the Director of the EOC, I support this request. It was reviewed with the Emergency Planning group but no resolution was provided.

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

None.

**Financial:**

Alberni Valley Grant In Aid

**Policy or Legislation:**

Local governments are responsible for emergency preparedness, radio clubs are integral components of local government emergency programs across Vancouver Island.



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

Russell Dyson, Chief Administrative Officer

### Arrowsmith Amateur Radio Club

Supporting documents re; application for grant-in-aid 2016

The following items are to be purchased for an upgrade of equipment for AARC's Emergency Communications Trailer. {EMCOM Trailer}

Item #	quantity	description	cost per	
1	4	Acer 17" laptop (ES1-711-P9PZ) Staples	\$399.77	\$1599.08
2	4	Motorola XPR5550 136-174mhz, 45w (radios)	\$1198.00	\$4792.00
3	4	RMN5172C DTMF Microphone (DTMF Microphone)	\$179.25	\$ 713.00
4	4	Sinclair wide band mobile antennas	\$ 66.00	\$ 264.00
5	1	Sinclair 210C2 base wide band antenna	\$781.00	\$ 781.00
6	4	Licensing 4 mobiles	\$ 45.00	<u>\$ 180.00</u>
			Subtotal	\$ 8329.08
			SST 7%	\$ 583.04
			GST 5%	<u>\$ 416.45</u>
			<b>Total</b>	<b>\$ 9328.57</b>

The above item prices were quoted from the local Motorola dealer Alberni Communications and Electronics and Staples of Port Alberni. Because the island only has two authorized Motorola dealers it was not cost effective to obtain another quote that would be the same but with the addition of shipping costs.

We decided to stay with Motorola as our local first responders (fire, ambulance, RCMP, S&R) this will enable us to grow as the systems are updated in the future.

The need to upgrade our commercial radios are because our present equipment is outdated and has now been determined unusable by Industry Canada's standards. In order for us to meet the requirements we decided to follow the valley's first responders and go with Motorola primarily because eventually analog mode will be abandoned for digital. Each manufacture uses a different approach to digital and they are not cross compatible.

Also to meet the new regulations governing vhf/uhf transmission with a channel spacing of 11.5 kHz from 25 kHz, a deviation of 2.5 kHz from 5 kHz and to also be able to communicate with other first responder agencies in the valley, etc, Fire, Ambulance and S&R.

## REQUEST FOR DECISION

**To:** Board of Directors

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

**Meeting Date:** March 9, 2016

**Subject:** Amendments prior to 2<sup>nd</sup> Reading of the 2016-2020 Financial Plan

### Recommendation:

***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 \$9,328 from \$27,830 to \$37,159***

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

***West Coast Grant in Aid:***

***Page 44 – Line 2 increase \$20,000 from \$3,500 to \$23,500***

***Page 44 – add Line 7 – West Coast Multiplex - \$20,000***

### Summary:

Attached separately is the draft of the five year Financial Plan for 2016-2020 for the Regional District that is provided for receipt at the March 9, 2016 regular Board meeting. The total tax requisition and parcel taxes for 2016 are currently set at \$7.3 million, which is 8.18% 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 2.22% 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.

The “Financial Plan Balance” has been updated to reflect the amortization for capital assets in 2015, at the time of the first reading the review of the capital assets had not been completed and the calculation could not be performed. The financial plan balance ties our budget to our financial statements.

At the public consultation meeting on March 16 at 6:00 pm we can receive input and the Board provide further direction before second reading. Directors that have questions regarding the budget are encouraged to schedule a meeting with the CAO and the Acting Manager of Finance in order to provide further information about the specifics of the budget before the public consultation meeting.

The following are changes due to year end transaction completed after the first reading of the 2016-2020 Financial Plan:

- 1) Bamfield Transfer station – Page 30 – Line 14 – this was reduced by \$4,400 because through year end review there were safety improvements that were deemed capital in nature and moved to the capital budget Page 32 – Line 61 which was increased by \$4,400.
- 2) Salmon Beach Power – Page 61 – Line 2 – this is an actuarial gain on the debt of \$3,941.
- 3) Beaver Creek water – Page 90 – Line 24 – water system supplies were decreased based on yearend inventory count taken. This decreased cost by \$13,886 which in turn increases the 2015 surplus.
- 4) The other changes were to year end interest accruals on some capital reserves; this has no affect on the surpluses for each service.
- 5) Also include is the AV Stakeholders Initiative to End Homelessness region wide grant in aid of \$20,000 was added per motion at first reading on Page 14 – Line 10.

**Background:**

The Financial Plan has been developed with input from ACRD staff, consultants, volunteers and directors.

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

The development of the Financial Plan takes a tremendous amount of staff time to create as well as for the directors to review.

**Financial:**

The total tax requisition and parcel taxes for the proposed budget is \$5.56 million, which is 10.81% higher than the previous year, the Hospital District’s budget has remained virtually unchanged over prior year. The Alberni Valley Regional Airport contributed 7.96% of the increase. If that requisition remained unchanged the increase would have been 2.85% for 2016. Each service has its own requisition that is paid for by the areas that receive the service and the changes in requisition amount vary in each service. The impact to the communities also is dependent on the changes in the assessed values of the area.

**Policy or Legislation:**

The Local Government Act requires that the Regional District annually adopt a five year financial plan by March 31<sup>st</sup>. A public consultation process must be undertaken prior to adoption of the plan and staff is currently conducting meetings in many of the ACRD areas and will hold a public meeting at the ACRD office on March 16<sup>th</sup> at 6pm.

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

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



## **REQUEST FOR DECISION**

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

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

**Date:** March 3, 2016

**Subject:** Finalizing and Archiving Old/Expired Building Permits

---

### **Recommendation**

The following is the recommendation of Electoral Area Directors Committee:

That the Board of Directors authorizes 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.

### **Background:**

There are a significant number of inactive building files that were issued prior to the current building bylaw being adopted by the ACRD. The Electoral Area Directors Committee reviewed this on February 4, 2016 and recommends that the Board authorize building permits issued more than 10 years ago be archived provided there are no significant or unacceptable conditions related to the building permit. (See attached memo from Mark Eshpeter)



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



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

## MEMORANDUM

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

**From:** Mark Eshpeter, Building Inspector

**Date:** February 1, 2016

**Subject:** Finalizing and Archiving Old/Expired Building Permits

---

### RECOMMENDATION

That a request for approval from the Board of Directors to allow the closing and archiving of Building Permits issued 10 years and older from the date of issuance due to inactivity.

### PURPOSE

To better organize, and archive old files stored with the active Building Permit and due to inactivity and/or outstanding non hazardous Safety and Health items have been left open with no further inspections or updates provided.

### BACKGROUND

Up until 2012 permits only expired or lapsed if inactive for more than 6 months, or where not started within 6 months of issuance, which allowed a significant number of permits not being closed or notifications being sent to re apply for completion of the work.

Owners and Contractors are responsible for informing the Alberni Clayoquot Regional District when they are ready for specified inspections which were the only way to track the progress of work. And as the number of permits increase within the filing system the ability to monitor the progress of these older permits without the Owners/Builders contacting the ACRD becomes more difficult. Over the years Accessory buildings and smaller non habitable structures and some dwelling units have been completed with minimal or no inspections over the years.

The majority of the Building Permits that are still open and are 10 years or older from date of issuance are for Accessory Buildings, non-habitable structures, or minor additions to existing buildings. Most structures that are intended for habitation (dwelling units, or commercial spaces) have been completed in accordance with the requirements of the BC Building Code and the ACRD Building Bylaw. Any outstanding issues for these habitable structures are generally

minor in nature and do not constitute an unacceptable hazardous Health or Safety issue to the occupants use and enjoyment.

These uncompleted files leave the property files incomplete and difficult to review when future owners, builders, real estate agents, other government agencies and ACRD Staff are looking for information regarding permits issued and completed for specific properties.

## **SUMMARY**

To improve the efficiencies to monitor, review, and retrieve information on all properties that have applied for a Building Permit by maintaining an efficient and manageable filing system for active and inactive building permits.

As of 2012 permits automatically expire after 2 years and are electronically monitored so that regular reviews and notifications can be sent to property owners to maintain their permit requirements, and ensure compliance with the BC Building Code and the ACRD Building Bylaw.

The closing of Building permits that are inactive, have no unacceptable hazardous Safety or Health issues outstanding, or have been issued 10 years or more ago will significantly improve the efficiencies of the department. The BC Building Code objectives are to protect occupants and others from unacceptable hazardous conditions relating to Safety, and Health.

If the determination of the Building Official is that no significant or unacceptable conditions exist in relation to the Building Permit issued the file should be noted as such and closed for archiving. Any files that remain open due to a condition that may be deemed unacceptable the standard process of notification and correction will be followed.

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



Mark Eshpeter, RBO  
Building Inspector

## REQUEST FOR DECISION

**To:** Board of Directors

**From:** Wendy Thomson, Manager of Administrative Services

**Meeting Date:** March 9, 2016

**Subject:** **Bylaw 856-9, Sproat Lake Fire Protection Service Area Amendment, 2016**

---

**Recommendation:**

*THAT the Alberni-Clayoquot Regional District Board of Directors give four readings to Bylaw 856-9 cited as Sproat Lake Fire Protection Service Area Amendment, 2016.*

**Desired Outcome:**

To expand the boundaries of the Sproat Lake Fire Department to include additional properties.

**Background:**

The Regional District received sufficient petitions from owners of the following properties requesting their properties be included in the Sproat Lake Volunteer Fire Department (SLVFD) service area: 9715 Lakeshore Road and 9487 Lakeshore Road. The Regional District also received a letter from the City of Port Alberni requesting the following city owned properties be included in the service area: Seaton Park and Somass Park. These parks are within the Sproat Lake electoral area.

Mike Cann, SLVFD Fire Chief has confirmed their Department can provide these properties with fire protection coverage. At the same time, the Fire Chief has requested that several roads in the area be taken into the service area. A regional district owned property north of the landfill has also been included. Attached is a list of all properties to be included in the SLVFD service area boundary extension.

Director Cote has consented to the adoption of Bylaw 856-9, Sproat Lake Fire Protection Conversion, 2016. This bylaw requires 2/3 majority vote for adoption. Once adopted, one copy of the Bylaw and service area map will be filed with the Inspector of Municipalities and BC Assessment. Property owners and the SLVFD will be advised and provided copies as well.

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

Minimal

**Financial:**

The cost for the provision of this service is paid by the property owner based on property value tax levied within the service area (land and improvements).

**Policy or Legislation:**

Bylaw 856, Sproat Lake Volunteer Fire Protection Conversion and Establishment Bylaw, 1994,  
*Local Government Act and Community Charter* apply.



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



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

Bylaw 856-9 Areas of Annex

**Properties to be included in SLVFD Service Area:**

008-634-866 District Lot 105, ACRD owned N of Landfill

Somass Park, City of Port Alberni Owned

Seaton Park, City of Port Alberni Owned

005-999-685 Lot A, District Lot 98, Alberni District, Plan VIP4786 9487 Lakeshore Rd

008-638-462 District Lot 148, Alberni District, DD10101 9715 Lakeshore Rd

**ROADS:**

Coleman Rd from Hwy 4 to DL 109 VIP53250

Airport Rd from Coleman Rd to AVRA VIP58447 and 6 TU 1631

Central Lake Rd from Hwy 4 to District Lot 60 and again from District Lot 58 to District Lot 282

Pacific Rim Hwy (Hwy 4) 2750RW, 551 RW, and 2645 RW from Section 91, Clayoquot District to District Lot 946, Clayoquot District

Pacific Rim Hwy (Hwy 4) 2734 RW from District Lot 134, Alberni District to District Lot 76, Clayoquot District

Pacific Rim Hwy (Hwy 4) 852RW, 38450 RW and 2734 RW from District Lot 38 at Sproat River to District Lot 134, Alberni District.





## **Alberni-Clayoquot Regional District**

### **Certificate of Sufficiency Petition for Services**

Bylaw 856, Sproat Lake Fire Protection Conversion and  
Establishment Bylaw, 1994

I, **Wendy Thomson, Manager of Administrative Services** for the  
Alberni-Clayoquot Regional District, hereby certify that valid and sufficient  
petitions were received for the following:

Petitions from property owners requesting the boundaries of the Sproat Lake  
Volunteer Fire Department service area be expanded to include the following  
properties:

9715 Lakeshore Road  
9487 Lakeshore Road  
Seaton Park  
Somass Park

Given under my hand this 4<sup>th</sup> day of  
March 4, 2016 in the City of Port  
Alberni.

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Wendy Thomson,  
Manager of Administrative Services



Regional District of Alberni-Clayoquot

## Bylaw 856-9

### A Bylaw to Alter the Boundaries of the Sproat Lake Fire Protection Service Area

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

**AND WHEREAS** the Regional District Board operates the Sproat Lake Volunteer Fire Department as a service as described in Bylaw 856 cited as, "Sproat Lake Fire Protection Conversion and Establishment Bylaw, 1994";

**AND WHEREAS** the Regional Board of the Alberni-Clayoquot Regional District has received sufficient and valid petitions under provisions of the *Local Government Act* requesting an amendment of the service area boundaries for fire prevention and suppression.

**AND WHEREAS** the Regional District Board wishes to alter the boundaries of the Sproat Lake Volunteer Fire Protection Service Area;

**AND WHEREAS** the Director for Electoral Area "D" (Sproat Lake) has consented in writing to the adoption of the Bylaw;

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

1. Bylaw 856 cited as, "Sproat Lake Fire Protection Conversion and Establishment Bylaw, 1994" is hereby amended by replacing Schedule "A" with the new Schedule "A", attached to and forming part of this Bylaw.
2. This Bylaw may be cited as "**Bylaw 856-9, Sproat Lake Fire Protection Service Area Amendment, 2016**".

Read a first time this                      day of    2016.

Read a second time this                      day of    2016.

Read a third time this                      day of    2016.

Consented to on behalf of the electors on the 9<sup>th</sup> day of March , 2016.

ADOPTED this day of 2016.

Certified true and correct copy of  
**“Bylaw 856-9, Sproat Lake  
Fire Protection Service Area  
Amendment, 2016.”**

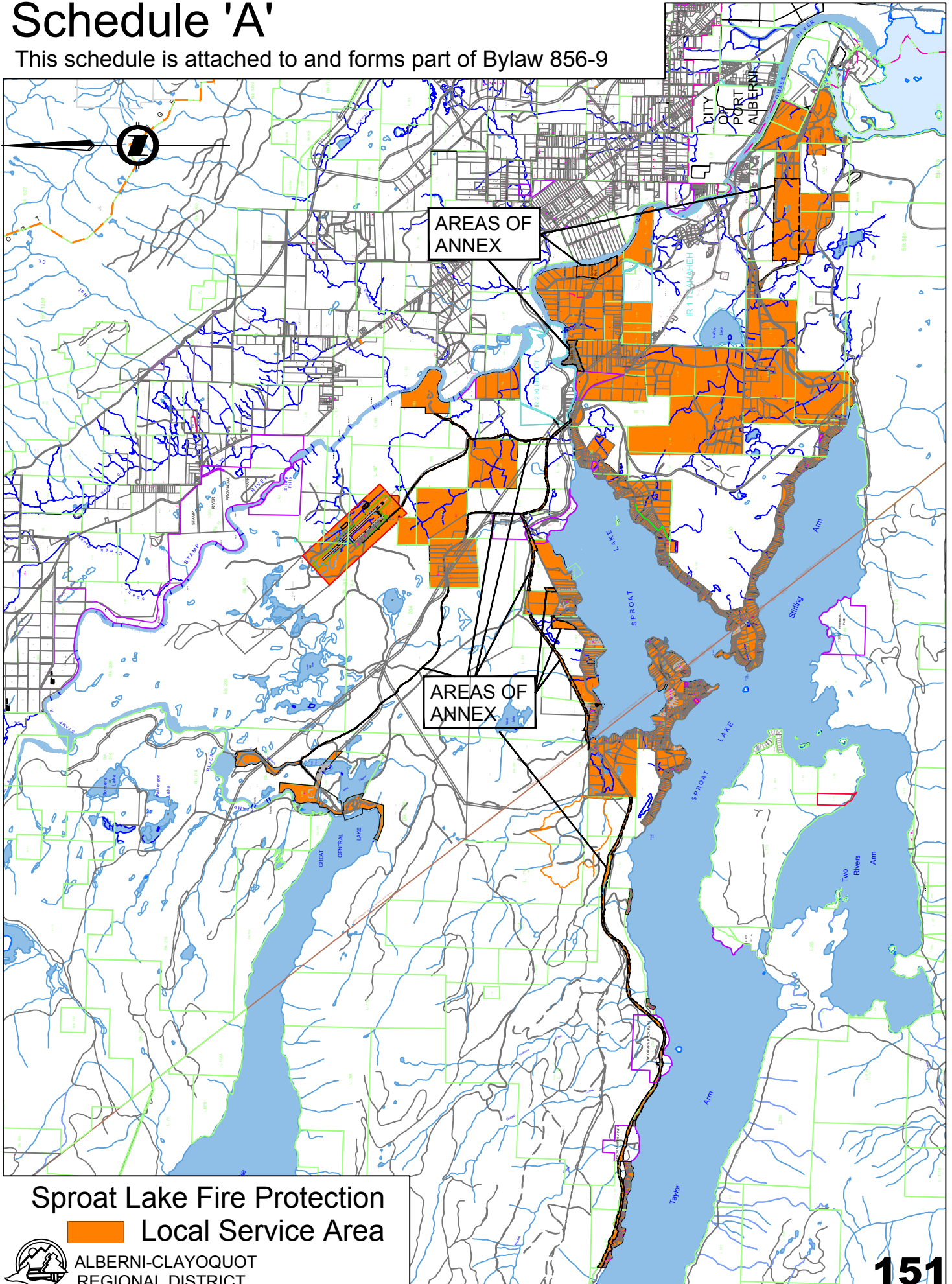
The Corporate seal of the Regional  
District of Alberni-Clayoquot was  
hereto affixed in the presence of:

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

\_\_\_\_\_  
Josie Osborne,  
Chairperson

# Schedule 'A'

This schedule is attached to and forms part of Bylaw 856-9



Sprout Lake Fire Protection  
Local Service Area



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

## REQUEST FOR DECISION

**TO:** Board of Directors  
**FROM:** Andrew McGifford, CPA CGA, Acting Manager of Finance  
**DATE OF MEETING:** March 9, 2016  
**RE:** Finance Warrant No.562

### Recommendation:

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

### Chief Administrative Officer Comments:

Concur

## IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

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

2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none

3. FINANCIAL – none

4. POLICY OR LEGISLATIVE – none

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Improve financial controls by increasing the transparency of the Regional District's financial affairs.

6. COMMUNICATIONS ISSUES - none

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



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



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**Date :** Mar 04, 2016 **Time :** 11:25 am  
**Bank :** 1 To 3  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0012</b>	<b>ABELL PEST CONTROL INC</b>					
38874	03-Feb-2016	Issued	30	C		89.25
02687549	01-4-2500-000	PAYABLES - TRADE		89.25		
Invoice Description --> AVLF - RECYCLING DEPOT - PEST CONTROL						
<b>Total :</b>				89.25	0.00	89.25
<b>Supplier Total :</b>				89.25	0.00	89.25
<b>0016</b>	<b>ACE COURIER SERVICES</b>					
00127-0002	08-Feb-2016	Issued	29	T		76.72
14164496	01-4-2500-000	PAYABLES - TRADE		76.72		
Invoice Description --> BCWS - SHIPPING						
<b>Total :</b>				76.72	0.00	76.72
<b>Supplier Total :</b>				76.72	0.00	76.72
00128-0001	26-Feb-2016	Issued	40	T		170.16
14165225	01-4-2500-000	PAYABLES - TRADE		84.99		
Invoice Description --> BCWS - SHIPPING						
14165461	01-4-2500-000	PAYABLES - TRADE		85.17		
Invoice Description --> AVLF - SHIPPING						
<b>Total :</b>				170.16	0.00	170.16
<b>Supplier Total :</b>				246.88	0.00	246.88
<b>0019</b>	<b>0946982 BC LTD (DBA - ACE FLAGGING)</b>					
00127-0001	08-Feb-2016	Issued	29	T		300.70
102-2404	01-4-2500-000	PAYABLES - TRADE		300.70		
Invoice Description --> BCWS - NEW WATER CONNECTION - ARVAY RD						
<b>Total :</b>				300.70	0.00	300.70
<b>Supplier Total :</b>				300.70	0.00	300.70
<b>0021</b>	<b>ALBERNI DISTRICT CO-OP ASSOCIATION</b>					
38913	19-Feb-2016	Issued	41	C		828.92
BCVFD - JAN/16	01-4-2500-000	PAYABLES - TRADE		279.88		
Invoice Description --> BCVFD - JANUARY 2016 FUEL COSTS						
ACRD - JAN/16	01-4-2500-000	PAYABLES - TRADE		549.04		
Invoice Description --> ACRD - JANUARY 2016 FUEL COSTS						
<b>Total :</b>				828.92	0.00	828.92
38959	24-Feb-2016	Issued	42	C		551.35
SLVFD - JAN/16	01-4-2500-000	PAYABLES - TRADE		184.82		
Invoice Description --> SLVFD - JANUARY 2016 FUEL COSTS						
BCWS - JAN/16	01-4-2500-000	PAYABLES - TRADE		366.53		
Invoice Description --> BCWS - JANUARY 2016 FUEL COSTS						
<b>Total :</b>				551.35	0.00	551.35



Cheque Register - Detail - Supp.



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Supplier : 0003 To Z4209  
 Trans. Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque No. : All  
 Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
<b>Supplier Total :</b>				1380.27	0.00	1380.27

<b>0030 ACKLANDS-GRAINGER INC.</b>						
00127-0003	08-Feb-2016		Issued	29	T	234.57
4354 0540828	01-4-2500-000	PAYABLES - TRADE				234.57
Invoice Description --> LBA - BUILDING SUPPLIES						
<b>Total :</b>						234.57
<hr/>						
00128-0002	26-Feb-2016		Issued	40	T	18.35
9022725163	01-4-2500-000	PAYABLES - TRADE				18.35
Invoice Description --> BUILDING INSPECTION - SUPPLIES						
<b>Total :</b>						18.35
<b>Supplier Total :</b>						252.92

<b>0031 AGAT LABORATORIES</b>						
00128-0003	26-Feb-2016		Issued	40	T	3581.81
16238527E	01-4-2500-000	PAYABLES - TRADE				1349.25
Invoice Description --> AVLF - WATER MONITORING						
16238528E	01-4-2500-000	PAYABLES - TRADE				2232.56
Invoice Description --> AVLF - WATER MONITORING						
<b>Total :</b>						3581.81
<b>Supplier Total :</b>						3581.81

<b>0032 ALBERNI LANDSCAPING</b>						
00128-0005	26-Feb-2016		Issued	40	T	204.75
6021	01-4-2500-000	PAYABLES - TRADE				204.75
Invoice Description --> AVRA - CUTTING BACK TREES TO CLEAR PUMPHOUSE						
<b>Total :</b>						204.75
<b>Supplier Total :</b>						204.75

<b>0034 AL BROWN ROOFING</b>						
38961	25-Feb-2016		Issued	47	C	26463.15
2159	01-4-2500-000	PAYABLES - TRADE				26463.15
Invoice Description --> AVLF - 3RD AVE RECYCLING BUILDING - NEW ROOF - CAPITAL						
<b>Total :</b>						26463.15
<b>Supplier Total :</b>						26463.15

<b>0056 AIRGAS CANADA INC.</b>						
38914	19-Feb-2016		Issued	41	C	318.98
266423	01-4-2500-000	PAYABLES - TRADE				27.78
Invoice Description --> 154 FD- OXYGEN						
267442	01-4-2500-000	PAYABLES - TRADE				291.20

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



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**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> BCFVD - WALK - 02- YEAR LEASE						
<b>Total :</b>				318.98	0.00	318.98
<b>Supplier Total :</b>				318.98	0.00	318.98

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0059</b>	<b>ADELHARDT CONCRETE PLUS</b>					
38915	19-Feb-2016		Issued	41	C	1067.50
20844	01-4-2500-000	PAYABLES - TRADE			1067.50	
Invoice Description --> AV GIA - LOG TRAIN TRAIL - REPAIR RAILINGS ON BRIDGE						
<b>Total :</b>				1067.50	0.00	1067.50
<b>Supplier Total :</b>				1067.50	0.00	1067.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0060</b>	<b>ALBERNI COMMUNICATIONS &amp; ELECTRONICS</b>					
00127-0004	08-Feb-2016		Issued	29	T	60.43
20826	01-4-2500-000	PAYABLES - TRADE			22.35	
Invoice Description --> BCFVD - MINITOR BATTERY						
20834	01-4-2500-000	PAYABLES - TRADE			38.08	
Invoice Description --> SLVFD - RADIO PROGRAMMING						
<b>Total :</b>				60.43	0.00	60.43
00128-0004	26-Feb-2016		Issued	40	T	1348.26
20853	01-4-2500-000	PAYABLES - TRADE			1348.26	
Invoice Description --> BCFVD - PAGERS						
<b>Total :</b>				1348.26	0.00	1348.26
<b>Supplier Total :</b>				1408.69	0.00	1408.69

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0088</b>	<b>ALBERNI VALLEY COMMUNITY FOUNDATION</b>					
38875	03-Feb-2016		Issued	30	C	500.00
1	01-4-2500-000	PAYABLES - TRADE			500.00	
Invoice Description --> AVHN - SPONSORSHIP FOR GRANT WRITING WORKSHOP						
<b>Total :</b>				500.00	0.00	500.00
<b>Supplier Total :</b>				500.00	0.00	500.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0233</b>	<b>ALL ABOARD COURIER</b>					
38876	03-Feb-2016		Issued	30	C	82.21
8244	01-4-2500-000	PAYABLES - TRADE			82.21	
Invoice Description --> BCWS - SHIPPING						
<b>Total :</b>				82.21	0.00	82.21
<b>Supplier Total :</b>				82.21	0.00	82.21

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>0270</b>	<b>ANDREW SHERET LTD.</b>					
00128-0006	26-Feb-2016		Issued	40	T	

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Supplier : 0003 To Z4209  
 Trans. Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque No. : All  
 Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
03-053869	01-4-2500-000	PAYABLES - TRADE			15.99		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM							
03-053400	01-4-2500-000	PAYABLES - TRADE			70.98		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES							
03-053032	01-4-2500-000	PAYABLES - TRADE			103.57		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES							
03-052995	01-4-2500-000	PAYABLES - TRADE			147.55		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES							
03-054086	01-4-2500-000	PAYABLES - TRADE			154.91		
Invoice Description --> SL PARKS - COUGAR SMITH PARK BULB REPLACEMENT							
03-055000	01-4-2500-000	PAYABLES - TRADE			390.18		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES							
03-052935	01-4-2500-000	PAYABLES - TRADE			642.97		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES - NEW SERVICE							
03-050884	01-4-2500-000	PAYABLES - TRADE			39188.62		
Invoice Description --> BCWS - METER EXCHANGE PROGRAM							
<b>Total :</b>					40714.77	0.00	40714.77
<b>Supplier Total :</b>					40714.77	0.00	40714.77
-----							
<b>0394</b>	<b>ASSOCIATED FIRE SAFETY EQUIPMENT</b>						
00128-0007	26-Feb-2016	Issued	40	T		4143.91	
14405	01-4-2500-000	PAYABLES - TRADE			4143.91		
Invoice Description --> BCVFD - EQUIPMENT							
<b>Total :</b>					4143.91	0.00	4143.91
<b>Supplier Total :</b>					4143.91	0.00	4143.91
-----							
<b>0451</b>	<b>ALBERNI VALLEY IT SERVICES</b>						
38916	19-Feb-2016	Issued	41	C		420.00	
20037	01-4-2500-000	PAYABLES - TRADE			420.00		
Invoice Description --> SLVFD - WEBSITE ENHANCEMENT							
<b>Total :</b>					420.00	0.00	420.00
<b>Supplier Total :</b>					420.00	0.00	420.00
-----							
<b>0503</b>	<b>BAMFIELD CENTENNIAL PARK</b>						
38917	19-Feb-2016	Issued	41	C		2400.00	
FEB2016-BENCH	01-4-2500-000	PAYABLES - TRADE			2400.00		
Invoice Description --> BAMFIELD CENTENNIAL PARK - BENCH PROGRAM							
<b>Total :</b>					2400.00	0.00	2400.00
<b>Supplier Total :</b>					2400.00	0.00	2400.00
-----							
<b>0660</b>	<b>BC HYDRO</b>						
38918	19-Feb-2016	Issued	41	C		11195.12	

**ALBERNI-CLAYQUOT REGIONAL DISTRICT**  
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**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
400002599913	01-4-2500-000			1096.94		
Invoice Description --> SLVFD - LAKESHORE RD FIRE HALL						
400002600376	01-4-2500-000			10098.18		
Invoice Description --> HYDRO - ACRD CONSOLIDATED						
<b>Total :</b>				11195.12	0.00	11195.12
<b>Supplier Total :</b>				11195.12	0.00	11195.12

<b>0677 BC WATER &amp; WASTE ASSOC.</b>						
38877	03-Feb-2016		Issued	30	C	733.95
JAN.28/16	01-4-2500-000				733.95	
Invoice Description --> BCWS - 2016 ONLINE WATER TREATMENT 1 - FREDLUND						
<b>Total :</b>				733.95	0.00	733.95
<b>Supplier Total :</b>				733.95	0.00	733.95

<b>0700 BC TRANSIT</b>						
38878	03-Feb-2016		Issued	30	C	17981.00
1215602	01-4-2500-000				17981.00	
Invoice Description --> DECEMBER 2015 CUSTOM TRANSIT						
<b>Total :</b>				17981.00	0.00	17981.00
<b>Supplier Total :</b>				17981.00	0.00	17981.00

<b>0740 BEAVER CREEK HOME CENTER</b>						
38919	19-Feb-2016		Issued	41	C	79.82
1601-780691	01-4-2500-000				26.33	
Invoice Description --> SLVFD - TRAINING SITE MATERIAL						
1601-778438	01-4-2500-000				26.34	
Invoice Description --> SLVFD - EQUIPMENT						
1601-785728	01-4-2500-000				27.15	
Invoice Description --> ACRD - BUILDING MAINTENANCE						
<b>Total :</b>				79.82	0.00	79.82
<b>Supplier Total :</b>				79.82	0.00	79.82

<b>0785 BERKS INTERTRUCK LTD.</b>						
000127-0005	08-Feb-2016		Issued	29	T	2287.87
29262	01-4-2500-000				569.06	
Invoice Description --> BCFVD - TRUCK #53 MAINTENANCE						
29268	01-4-2500-000				680.16	
Invoice Description --> BCFVD - TRUCK #51 MAINTENANCE						
29260	01-4-2500-000				1038.65	
Invoice Description --> BCFVD - TRUCK #52 MAINTENANCE						
<b>Total :</b>				2287.87	0.00	2287.87

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



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

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
<b>Supplier Total :</b>						2287.87	0.00	2287.87
<hr/>								
<b>0791</b>	<b>BERRY &amp; VALE CONTRACTING LTD</b>							
00127-0006	08-Feb-2016		Issued	29	T			9151.80
1750	01-4-2500-000	PAYABLES - TRADE				2940.00		
Invoice Description --> AVLF - NE EXPANSION - CAPITAL								
1751	01-4-2500-000	PAYABLES - TRADE				6211.80		
Invoice Description --> AVLF - SE EXPANSION - CAPITAL								
<b>Total :</b>						9151.80	0.00	9151.80
<hr/>								
00128-0008	26-Feb-2016		Issued	40	T			106791.57
1754	01-4-2500-000	PAYABLES - TRADE				37233.38		
Invoice Description --> WCLF - JAN 2016 CONTRACT - FREON \$84, OTHER \$862.50								
1753	01-4-2500-000	PAYABLES - TRADE				69558.19		
Invoice Description --> AVLF - JAN. 2015 CONTRACT - FREON \$204, MMBC \$806.18, OTHER\$2431.15								
<b>Total :</b>						106791.57	0.00	106791.57
<hr/>								
<b>Supplier Total :</b>						115943.37	0.00	115943.37
<hr/>								
<b>0801</b>	<b>CORIX WATER PRODUCTS LTD.</b>							
00127-0008	08-Feb-2016		Issued	29	T			9148.40
1051504100-CREDI	01-4-2500-000	PAYABLES - TRADE				-324.80		
Invoice Description --> BWS - CREDIT FOR DEPOSIT								
10616002250	01-4-2500-000	PAYABLES - TRADE				611.91		
Invoice Description --> LBA - WATER SYSTEM SUPPLIES								
10616001797	01-4-2500-000	PAYABLES - TRADE				961.75		
Invoice Description --> LBA - WATER SYSTEM SUPPLIES								
10616002474	01-4-2500-000	PAYABLES - TRADE				7899.54		
Invoice Description --> LBA - WATER SYSTEM SUPPLIES								
<b>Total :</b>						9148.40	0.00	9148.40
<hr/>								
00128-0011	26-Feb-2016		Issued	40	T			1616.95
10616008034	01-4-2500-000	PAYABLES - TRADE				1616.95		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES								
<b>Total :</b>						1616.95	0.00	1616.95
<hr/>								
<b>Supplier Total :</b>						10765.35	0.00	10765.35
<hr/>								
<b>0825</b>	<b>BLACK PRESS GROUP LTD.</b>							
38920	19-Feb-2016		Issued	41	C			1560.02
32790969	01-4-2500-000	PAYABLES - TRADE				307.12		
Invoice Description --> ACRD - GIA & PARCEL TAX ADS								
32790483	01-4-2500-000	PAYABLES - TRADE				1252.90		
Invoice Description --> ACRD - 278.91, AVEP \$309.78, AVRA \$157.77, PLANNING \$220.41, WOODSTOVE EXCHANGE \$:								
<b>Total :</b>						1560.02	0.00	1560.02

**ALBERNI-CLAYOQUET REGIONAL DISTRICT**  
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**Supplier :** 0003 To Z4209  
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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
<b>Supplier Total :</b>					1560.02	0.00	1560.02
-----							
<b>0914</b>	<b>BOWERMAN EXCAVATING LTD</b>						
38911	04-Feb-2016		Issued	31	C	188874.00	
6611	01-4-2500-000	PAYABLES - TRADE			188874.00		
Invoice Description -->		BCWS - GRANDVIEW WATERMAIN - CAPITAL					
<b>Total :</b>					188874.00	0.00	188874.00
<b>Supplier Total :</b>					188874.00	0.00	188874.00
-----							
<b>0940</b>	<b>DUVALL, EDITH</b>						
00126-0001	05-Feb-2016		Issued	28	T	1750.00	
EDUVALL72415	01-4-2500-000	PAYABLES - TRADE			1750.00		
Invoice Description -->		ACRD OFFICE - MONTHLY JANITORIAL					
<b>Total :</b>					1750.00	0.00	1750.00
<b>38873</b>	<b>01-Feb-2016</b>		Issued	24	C	97.39	
JAN.31/16	01-4-2500-000	PAYABLES - TRADE			97.39		
Invoice Description -->		ACRD - OFFICE SUPPLIES					
<b>Total :</b>					97.39	0.00	97.39
<b>Supplier Total :</b>					1847.39	0.00	1847.39
-----							
<b>0950</b>	<b>BRETT, KENNETH</b>						
00128-0009	26-Feb-2016		Issued	40	T	1000.00	
BRE172545	01-4-2500-000	PAYABLES - TRADE			1000.00		
Invoice Description -->		ALBERNI VALLEY AIRPORT SUPERVISION					
<b>Total :</b>					1000.00	0.00	1000.00
<b>Supplier Total :</b>					1000.00	0.00	1000.00
-----							
<b>1035</b>	<b>BUTLER, LES</b>						
00128-0010	26-Feb-2016		Issued	40	T	2730.00	
2016-01	01-4-2500-000	PAYABLES - TRADE			2730.00		
Invoice Description -->		BWS- JANUARY 2016 CONTRACTOR					
<b>Total :</b>					2730.00	0.00	2730.00
<b>Supplier Total :</b>					2730.00	0.00	2730.00
-----							
<b>1050</b>	<b>BAMFIELD VOLUNTEER FIRE DEPARTMENT</b>						
38879	03-Feb-2016		Issued	30	C	2442.14	
BVFD-Q4-2015	01-4-2500-000	PAYABLES - TRADE			2442.14		
Invoice Description -->		BVFD - OCT TO DEC 2015 REIMBURSEMENT					
<b>Total :</b>					2442.14	0.00	2442.14



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Supplier	Supplier Name	Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date			Debit	Credit		
Invoice No.	Account No.	Account Description					
<b>1075 KEVIN P. SMITH HOLDINGS LTD. (CANADIAN TIRE #488)</b>							
38921	19-Feb-2016		Issued	41	C 49.25		
1554	01-4-2500-000	PAYABLES - TRADE			49.25		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES							
<b>Total :</b>					49.25	0.00	49.25
<b>Supplier Total :</b>					49.25	0.00	49.25
<b>1210 MAXXAM ANALYTICS</b>							
38880	03-Feb-2016		Issued	30	C 778.05		
VA947081	01-4-2500-000	PAYABLES - TRADE			778.05		
Invoice Description --> BCWS - WATER TESTING							
<b>Total :</b>					778.05	0.00	778.05
<b>Supplier Total :</b>					778.05	0.00	778.05
<b>1316 CERTITECH IT SERVICES</b>							
00127-0007	08-Feb-2016		Issued	29	T 6930.00		
00175	01-4-2500-000	PAYABLES - TRADE			6930.00		
Invoice Description --> JANUARY 2016 - IT SUPPORT SERVICES \$5600, SCADA \$350, AVEP \$650							
<b>Total :</b>					6930.00	0.00	6930.00
<b>Supplier Total :</b>					6930.00	0.00	6930.00
<b>1342 CITY OF PORT ALBERNI</b>							
38922	19-Feb-2016		Issued	41	C 1155.00		
JAN.26/16-MGMT TF	01-4-2500-000	PAYABLES - TRADE			1155.00		
Invoice Description --> ACRD - SUPERVISOR TRAINING - MCGIFFORD & DYER							
<b>Total :</b>					1155.00	0.00	1155.00
<b>Supplier Total :</b>					1155.00	0.00	1155.00
<b>1351 CIVICINFO BC</b>							
38881	03-Feb-2016		Issued	30	C 435.75		
2016164	01-4-2500-000	PAYABLES - TRADE			435.75		
Invoice Description --> 2016 CIVIC INFO MEMBERSHIP							
<b>Total :</b>					435.75	0.00	435.75
<b>Supplier Total :</b>					435.75	0.00	435.75
<b>1382 COAST BC CATERING 2010</b>							
38923	19-Feb-2016		Issued	41	C 1184.98		
03	01-4-2500-000	PAYABLES - TRADE			67.99		

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**Supplier :** 0003 To Z4209  
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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description -->	ACRD - COMMITTEE LUNCH					
06	01-4-2500-000	PAYABLES - TRADE		1116.99		
Invoice Description -->	AVEP - LUNCH FOR EMERGENCY OPERATION CENTRE TRAINING					
<b>Total :</b>				1184.98	0.00	1184.98
<b>Supplier Total :</b>				1184.98	0.00	1184.98

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>1411</b>	<b>COASTAL WATER SUPPLIERS ASSOCIATION</b>					
38924	19-Feb-2016		Issued	41	C	550.00
FEB16/16	01-4-2500-000	PAYABLES - TRADE		550.00		
Invoice Description -->	BCWS - ACOUSTIC LEAK DETECTION & AUTOMATIC CONTROL VALVES - LOOKER & FREDL					
<b>Total :</b>				550.00	0.00	550.00
<b>Supplier Total :</b>				550.00	0.00	550.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>1412</b>	<b>CLAYOQUOT BIOSPHERE TRUST</b>					
38882	03-Feb-2016		Issued	30	C	500.00
JAN.12/16	01-4-2500-000	PAYABLES - TRADE		500.00		
Invoice Description -->	ACHN - PARTNERSHIP CONTRIBUTION FOR GRANT WRITING WORKSHOP					
<b>Total :</b>				500.00	0.00	500.00
<b>Supplier Total :</b>				500.00	0.00	500.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>1425</b>	<b>COAST WASTE MANAGEMENT ASSOCIATION</b>					
38883	03-Feb-2016		Issued	30	C	787.50
2016-153	01-4-2500-000	PAYABLES - TRADE		787.50		
Invoice Description -->	AVLF & WCLF 2016 MEMBERSHIP DUES					
<b>Total :</b>				787.50	0.00	787.50
<b>Supplier Total :</b>				787.50	0.00	787.50

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>1650</b>	<b>CUPE - LOCAL 118</b>					
38884	03-Feb-2016		Issued	30	C	1492.93
DUESJAN16	01-4-2500-000	PAYABLES - TRADE		1492.93		
Invoice Description -->	JANUARY 2016 UNION DUES					
<b>Total :</b>				1492.93	0.00	1492.93
<b>Supplier Total :</b>				1492.93	0.00	1492.93

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>1718</b>	<b>DENIS FRANCOEUR BACKHOEING</b>					
00128-0012	26-Feb-2016		Issued	40	T	525.00
2000337	01-4-2500-000	PAYABLES - TRADE		525.00		
Invoice Description -->	LBA - MAINTENANCE					
<b>Total :</b>				525.00	0.00	525.00

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Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
<b>Supplier Total :</b>						525.00	0.00	525.00
-----								
<b>1751</b>	<b>DICK, JOAN</b>							
38925	19-Feb-2016		Issued	41	C	72.00		
FEB15/16	01-4-2500-000	PAYABLES - TRADE				72.00		
Invoice Description -->		AVRA - LUNCH AT AVRA						
<b>Total :</b>						72.00	0.00	72.00
<b>Supplier Total :</b>						72.00	0.00	72.00
-----								
<b>1780</b>	<b>DOLANS CONCRETE LTD.</b>							
38885	03-Feb-2016		Issued	30	C	51.61		
G43780	01-4-2500-000	PAYABLES - TRADE				51.61		
Invoice Description -->		BCWS - NEW WATER CONNECTION - 5679 ARVAY RD						
<b>Total :</b>						51.61	0.00	51.61
<b>Supplier Total :</b>						51.61	0.00	51.61
-----								
<b>1795</b>	<b>DUGAL SMITH &amp; ASSOCIATES</b>							
38926	19-Feb-2016		Issued	41	C	3576.33		
SLVFD - FEB/16	01-4-2500-000	PAYABLES - TRADE				3576.33		
Invoice Description -->		SLVFD - REVIEW SLVFD -						
<b>Total :</b>						3576.33	0.00	3576.33
<b>Supplier Total :</b>						3576.33	0.00	3576.33
-----								
<b>1847</b>	<b>DUPERE, JOHANNE</b>							
00128-0013	26-Feb-2016		Issued	40	T	200.00		
DUP172546	01-4-2500-000	PAYABLES - TRADE				200.00		
Invoice Description -->		SPROAT PARKS CARETAKER						
<b>Total :</b>						200.00	0.00	200.00
<b>Supplier Total :</b>						200.00	0.00	200.00
-----								
<b>1890</b>	<b>TETRA TECH EBA INC.</b>							
00128-0029	26-Feb-2016		Issued	40	T	7741.56		
60496493	01-4-2500-000	PAYABLES - TRADE				2172.45		
Invoice Description -->		AVRA - RUNWAY EXTENSION - CAPITAL						
60496490	01-4-2500-000	PAYABLES - TRADE				5569.11		
Invoice Description -->		LBA - AIRFIELD LIGHT PROJECT - CAPITAL						
<b>Total :</b>						7741.56	0.00	7741.56
<b>Supplier Total :</b>						7741.56	0.00	7741.56

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
38927	19-Feb-2016	Issued	41	C		31.50
9540702	01-4-2500-000	PAYABLES - TRADE		31.50		
Invoice Description --> AVLF - CREDIT CHECK FEES						
<b>Total :</b>				31.50	0.00	31.50
<b>Supplier Total :</b>				31.50	0.00	31.50

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000128-0014	26-Feb-2016	Issued	40	T		111.89
88637C	01-4-2500-000	PAYABLES - TRADE		111.89		
Invoice Description --> BCVFD - EQUIPMENT						
<b>Total :</b>				111.89	0.00	111.89
<b>Supplier Total :</b>				111.89	0.00	111.89

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000127-0013	08-Feb-2016	Issued	29	T		212.42
INV145529	01-4-2500-000	PAYABLES - TRADE		106.21		
Invoice Description --> OFFICE SUPPLIES						
INV146282	01-4-2500-000	PAYABLES - TRADE		106.21		
Invoice Description --> OFFICE SUPPLIES						
<b>Total :</b>				212.42	0.00	212.42
<b>Supplier Total :</b>				212.42	0.00	212.42
000128-0022	26-Feb-2016	Issued	40	T		112.46
INV147069	01-4-2500-000	PAYABLES - TRADE		112.46		
Invoice Description --> OFFICE SUPPLIES						
<b>Total :</b>				112.46	0.00	112.46
<b>Supplier Total :</b>				324.88	0.00	324.88

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
38928	19-Feb-2016	Issued	41	C		254.98
JAN.25/16	01-4-2500-000	PAYABLES - TRADE		254.98		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL						
<b>Total :</b>				254.98	0.00	254.98
<b>Supplier Total :</b>				254.98	0.00	254.98

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000128-0015	26-Feb-2016	Issued	40	T		55.00
RG-SLVFD0172549	01-4-2500-000	PAYABLES - TRADE		55.00		
Invoice Description --> SLVFD - MONTHLY PHONE REIMBURSEMENT						
<b>Total :</b>				55.00	0.00	55.00
<b>Supplier Total :</b>				55.00	0.00	55.00

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>2141</b>	<b>GAGNON, ERIC</b>					
38929	19-Feb-2016	Issued	41	C		250.00
1006-2016	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> WOODSTOVE EXCHANGE REBATE - 1006 - GAGNON						
<b>Total :</b>				250.00	0.00	250.00
<b>Supplier Total :</b>				250.00	0.00	250.00
<b>2149</b>	<b>GEO SCIENTIFIC LTD.</b>					
38886	03-Feb-2016	Issued	30	C		10208.80
5351	01-4-2500-000	PAYABLES - TRADE		1159.20		
Invoice Description --> AVLF - WATER MONITORING EQUIPMENT						
5262	01-4-2500-000	PAYABLES - TRADE		9049.60		
Invoice Description --> AVLF - TESTING EQUIPMENT - CAPITAL						
<b>Total :</b>				10208.80	0.00	10208.80
<b>Supplier Total :</b>				10208.80	0.00	10208.80
<b>2313</b>	<b>GRANT ILLUMINATED SIGNS LTD</b>					
38887	03-Feb-2016	Issued	30	C		1814.40
13937	01-4-2500-000	PAYABLES - TRADE		1814.40		
Invoice Description --> AVEP - EQUIPMENT FOR RESPONSE OFFICE						
<b>Total :</b>				1814.40	0.00	1814.40
<b>Supplier Total :</b>				1814.40	0.00	1814.40
<b>2320</b>	<b>THE GRAPHICS FACTORY</b>					
38888	03-Feb-2016	Issued	30	C		632.80
23255	01-4-2500-000	PAYABLES - TRADE		240.80		
Invoice Description --> AVEP- EQUIPEMENT FOR EMERGENCY OPERATIONS CENTRE						
23269	01-4-2500-000	PAYABLES - TRADE		392.00		
Invoice Description --> BAMFIELD EMERGENCY PLANNING - BOOKLETS						
<b>Total :</b>				632.80	0.00	632.80
<b>Supplier Total :</b>				632.80	0.00	632.80
<b>2322</b>	<b>GUILLEVIN INTERNATIONAL CO.</b>					
00127-0009	08-Feb-2016	Issued	29	T		995.34
0428-499170	01-4-2500-000	PAYABLES - TRADE		995.34		
Invoice Description --> SLVFD - MAINTENANCE SUPPLIES						
<b>Total :</b>				995.34	0.00	995.34
<b>Supplier Total :</b>				995.34	0.00	995.34
<b>2410</b>	<b>HARVEST TIME FINE FOODS LTD.</b>					
38889	03-Feb-2016	Issued	30	C		250.00

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
JAN.24/16	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> REGIONAL PLANNING - AGRICULTURE INITIATIVES						
<b>Total :</b>				250.00	0.00	250.00
<b>Supplier Total :</b>				250.00	0.00	250.00

2485	HOLDER, DAN						
38912	16-Feb-2016		Issued	37	C	7344.23	
JAN31/16-ESC	01-4-2500-000	PAYABLES - TRADE			3465.00		
Invoice Description --> EMERGENCY SERVICES COORDINATOR - CONTRACTOR - JANUARY							
JAN31/16-FSC	01-4-2500-000	PAYABLES - TRADE			3879.23		
Invoice Description --> FIRE SERVICES COORDINATOR - CONTRACTOR - JANUARY							
<b>Total :</b>					7344.23	0.00	7344.23
<b>Supplier Total :</b>					7344.23	0.00	7344.23

2499	HOMETOWN AUTOMOTIVE LTD.						
00127-0010	08-Feb-2016		Issued	29	T	673.59	
4961	01-4-2500-000	PAYABLES - TRADE			310.08		
Invoice Description --> LBA - SALMON BEACH - 2007 JEEP LIBERTY MAINTENANCE - SPLITS							
4963	01-4-2500-000	PAYABLES - TRADE			363.51		
Invoice Description --> BCWS - 2009 FORD 250 - MAINTENANCE							
<b>Total :</b>					673.59	0.00	673.59
<b>Supplier Total :</b>					673.59	0.00	673.59
00128-0016	26-Feb-2016		Issued	40	T	28.84	
4992	01-4-2500-000	PAYABLES - TRADE			28.84		
Invoice Description --> BUILDING INSPECTION - 2014 JEEP CHEROKEE - MAINTENANCE							
<b>Total :</b>					28.84	0.00	28.84
<b>Supplier Total :</b>					702.43	0.00	702.43

2560	HOULE PRINTING						
00127-0011	08-Feb-2016		Issued	29	T	588.02	
14777	01-4-2500-000	PAYABLES - TRADE			268.80		
Invoice Description --> BUILDING INSPECTION - WETT INSPECITON FORMS							
14649	01-4-2500-000	PAYABLES - TRADE			319.22		
Invoice Description --> WCLF - GARBAGE TAGS - RESIDENTIAL COLLECTION							
<b>Total :</b>					588.02	0.00	588.02
<b>Supplier Total :</b>					588.02	0.00	588.02

2650	INGENIOUS SOFTWARE (530640 ONTARIO LTD.)					
38930	19-Feb-2016		Issued	41	C	1117.07
5527	01-4-2500-000	PAYABLES - TRADE			1117.07	
Invoice Description --> FIRE PRO SERVICE CONTRACT - SPLIT FIRE DEPTS AND DISTRICT OF TOFINO						



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

**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
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**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				1117.07	0.00	1117.07
<b>Supplier Total :</b>				1117.07	0.00	1117.07

**2787 JACKSON, ROBERT**

00128-0017	26-Feb-2016		Issued	40	T	72.13	
CSPNOV1272548	01-4-2500-000	PAYABLES - TRADE			72.13		
Invoice Description --> SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE							
<b>Total :</b>					72.13	0.00	72.13
<b>Supplier Total :</b>					72.13	0.00	72.13

**2827 JAL DESIGNS**

38890	03-Feb-2016		Issued	30	C	173.38	
40496639	01-4-2500-000	PAYABLES - TRADE			173.38		
Invoice Description --> SLVFD - TOQUES							
<b>Total :</b>					173.38	0.00	173.38
<b>Supplier Total :</b>					173.38	0.00	173.38

**2840 JUSTICE INSTITUTE OF BC**

38891	03-Feb-2016		Issued	30	C	545.00	
20043924	01-4-2500-000	PAYABLES - TRADE			20.00		
Invoice Description --> SLVFD - TRAINING							
20044026	01-4-2500-000	PAYABLES - TRADE			525.00		
Invoice Description --> SLVFD - TRAINING							
<b>Total :</b>					545.00	0.00	545.00

38931	19-Feb-2016		Issued	41	C	315.00	
20044021	01-4-2500-000	PAYABLES - TRADE			315.00		
Invoice Description --> BCFVD - TRAINING							
<b>Total :</b>					315.00	0.00	315.00
<b>Supplier Total :</b>					860.00	0.00	860.00

**2846 KELLY, MARK**

38932	19-Feb-2016		Issued	41	C	230.00	
2016.2	01-4-2500-000	PAYABLES - TRADE			230.00		
Invoice Description --> BCEP - TSUNAMI WARNING SYSTEM ANTENNA INSTALLATION							
<b>Total :</b>					230.00	0.00	230.00
<b>Supplier Total :</b>					230.00	0.00	230.00

**2858 KGC FIRE RESCUE INC.**

38933	19-Feb-2016		Issued	41	C	864.37
234219	01-4-2500-000	PAYABLES - TRADE			864.37	

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**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Invoice Description --> BCVFD - EQUIPMENT							
<b>Total :</b>					864.37	0.00	864.37
<b>Supplier Total :</b>					864.37	0.00	864.37
<b>2887</b>	<b>LEWKOWICH GEOTECHNICAL ENGINEERING LTD</b>						
38892	03-Feb-2016	Issued	30	C			1322.37
43261	01-4-2500-000	PAYABLES - TRADE			1322.37		
Invoice Description --> BCWS - ASBESTOS ASSESSMENT - CAPITAL							
<b>Total :</b>					1322.37	0.00	1322.37
<b>Supplier Total :</b>					1322.37	0.00	1322.37
<b>2890</b>	<b>L.B. WOODCHOPPERS LTD.</b>						
00127-0012	08-Feb-2016	Issued	29	T			118.26
232915	01-4-2500-000	PAYABLES - TRADE			118.26		
Invoice Description --> BCWS - SMALL TOOLS							
<b>Total :</b>					118.26	0.00	118.26
<b>Supplier Total :</b>					118.26	0.00	118.26
<b>3011</b>	<b>LANDWORKS CONSULTANTS INC</b>						
38934	19-Feb-2016	Issued	41	C			779.63
1617	01-4-2500-000	PAYABLES - TRADE			779.63		
Invoice Description --> PLANNING - ZONING BYLAW REWRITE							
<b>Total :</b>					779.63	0.00	779.63
<b>Supplier Total :</b>					779.63	0.00	779.63
<b>3025</b>	<b>LADY ROSE MARINE SERVICES</b>						
38893	03-Feb-2016	Issued	30	C			12.08
2010-18785	01-4-2500-000	PAYABLES - TRADE			12.08		
Invoice Description --> PLANNING - POSTAGE - ZONING BYLAW							
<b>Total :</b>					12.08	0.00	12.08
38935	19-Feb-2016	Issued	41	C			925.58
2010-20007	01-4-2500-000	PAYABLES - TRADE			12.08		
Invoice Description --> BCEP - DELIVERY OF NP EVENT - HOUSEHOLD EMERGENCY PLAN							
2010-19866	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-19929	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
2010-20003	01-4-2500-000	PAYABLES - TRADE			304.50		
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT							
<b>Total :</b>					925.58	0.00	925.58

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**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
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**Batch No. :** All

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
<b>Supplier Total :</b>						937.66	0.00	937.66
<hr/>								
<b>3117</b>	<b>LORDCO</b>							
38936	19-Feb-2016		Issued	41	C			53.43
319059	01-4-2500-000	PAYABLES - TRADE				53.43		
Invoice Description -->		SLVFD - MAINTENANCE SUPPLY						
<b>Total :</b>						53.43	0.00	53.43
<b>Supplier Total :</b>						53.43	0.00	53.43
<hr/>								
<b>3205</b>	<b>MAGIC MOMENTS</b>							
38894	03-Feb-2016		Issued	30	C			56.00
16-012602	01-4-2500-000	PAYABLES - TRADE				56.00		
Invoice Description -->		ACRD - SERVICE AWARD - DYSON						
<b>Total :</b>						56.00	0.00	56.00
<b>Supplier Total :</b>						56.00	0.00	56.00
<hr/>								
<b>3211</b>	<b>MAINSTREAM INC.</b>							
38895	03-Feb-2016		Issued	30	C			1306.79
01271601	01-4-2500-000	PAYABLES - TRADE				1306.79		
Invoice Description -->		SLVFD - DRY HYDRANTS						
<b>Total :</b>						1306.79	0.00	1306.79
<b>Supplier Total :</b>						1306.79	0.00	1306.79
<hr/>								
<b>3214</b>	<b>MARCIE DEWITT</b>							
38937	19-Feb-2016		Issued	41	C			7275.63
FEB8-11/16	01-4-2500-000	PAYABLES - TRADE				1275.63		
Invoice Description -->		ACHN - EVALUATING COMMUNITY IMPACT WORKSHOP						
JAN31/16	01-4-2500-000	PAYABLES - TRADE				6000.00		
Invoice Description -->		ACHN - COORDINATOR - JANUARY 2016						
<b>Total :</b>						7275.63	0.00	7275.63
<b>Supplier Total :</b>						7275.63	0.00	7275.63
<hr/>								
<b>3270</b>	<b>MCCOY LAKE EXCAVATING LTD</b>							
000128-0019	26-Feb-2016		Issued	40	T			597.10
3127	01-4-2500-000	PAYABLES - TRADE				94.08		
Invoice Description -->		BCWS - NEW WATER CONNECTION - BAINBRIDGE						
3102	01-4-2500-000	PAYABLES - TRADE				219.52		
Invoice Description -->		BCWS - NEW WATER CONNECTION - ARVAY RD						
3130	01-4-2500-000	PAYABLES - TRADE				283.50		
Invoice Description -->		BCWS & BCVFD - SPLIT - BUILDING MAINTENANCE - SNOW REMOVAL						
<b>Total :</b>						597.10	0.00	597.10

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**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name						Amount		
Chq/Ref #	Cheque Date	Status	Batch	Medium					
Invoice No.	Account No.	Account Description		Debit	Credit				
<b>Supplier Total :</b>							597.10	0.00	597.10
-----									
<b>3272</b>	<b>MCCONNELL, SHAWN</b>								
00128-0018	26-Feb-2016	Issued	40	T			2451.75		
969862	01-4-2500-000	PAYABLES - TRADE		992.25					
Invoice Description --> JANUARY 2016 - MSW CONTRACTOR									
969863	01-4-2500-000	PAYABLES - TRADE		1459.50					
Invoice Description --> JANUARY 2016 - LBA WATER CONTRACTOR									
<b>Total :</b>							2451.75	0.00	2451.75
<b>Supplier Total :</b>							2451.75	0.00	2451.75
-----									
<b>3280</b>	<b>MCGILL &amp; ASSOCIATES ENGINEERING</b>								
00128-0020	26-Feb-2016	Issued	40	T			3880.02		
15383	01-4-2500-000	PAYABLES - TRADE		157.50					
Invoice Description --> AVLF - GENERAL CONSULTING COSTS									
15385	01-4-2500-000	PAYABLES - TRADE		177.19					
Invoice Description --> WCLF - LEACHATE INVESTIGATION AND REMEDIATION - CAPITAL									
15382	01-4-2500-000	PAYABLES - TRADE		673.31					
Invoice Description --> AVLF - CLEANING LEACHATE PIPELINE									
15384	01-4-2500-000	PAYABLES - TRADE		863.89					
Invoice Description --> WCLF - GENERAL CONSULTING COSTS									
15390	01-4-2500-000	PAYABLES - TRADE		921.38					
Invoice Description --> MWS - STORAGE RESERVOIR - CAPITAL									
15363	01-4-2500-000	PAYABLES - TRADE		1086.75					
Invoice Description --> AVLF - GENERAL CONSULTING									
<b>Total :</b>							3880.02	0.00	3880.02
<b>Supplier Total :</b>							3880.02	0.00	3880.02
-----									
<b>3340</b>	<b>MINISTER OF FINANCE</b>								
38896	03-Feb-2016	Issued	30	C			2302.00		
MSPFEB/16	01-4-2500-000	PAYABLES - TRADE		2302.00					
Invoice Description --> MSP PREMIUMS FOR FEBRUARY 2016									
<b>Total :</b>							2302.00	0.00	2302.00
<b>Supplier Total :</b>							2302.00	0.00	2302.00
-----									
<b>3371</b>	<b>MINISTER OF FINANCE-QUEENS PRINTER</b>								
38938	19-Feb-2016	Issued	41	C			210.00		
32750876	01-4-2500-000	PAYABLES - TRADE		210.00					
Invoice Description --> BUILDING INSPECTION - BUILDING & PLUMBING CODES									
<b>Total :</b>							210.00	0.00	210.00
<b>Supplier Total :</b>							210.00	0.00	210.00

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 Trans. Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque No. : All  
 Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
<b>3381</b>	<b>MIABC</b>						
338897	03-Feb-2016	Issued	30	C			150.00
JAN.28/16-ESHPETI	01-4-2500-000	PAYABLES - TRADE			150.00		
Invoice Description --> BUILDING INSPECTION - MIABC RISK MANAGEMENT - ESHPETER							
<b>Total :</b>					150.00	0.00	150.00
<b>Supplier Total :</b>					150.00	0.00	150.00
<b>3490</b>	<b>MUNICIPAL PENSION PLAN</b>						
EFT-2	11-Feb-2016	Issued	21	E			9724.89
PP#2 - 2016	01-4-2500-000	PAYABLES - TRADE			9724.89		
Invoice Description --> PAYPERIOD #2 - 2016 PENSION REMITTANCE							
<b>Total :</b>					9724.89	0.00	9724.89
EFT-3	25-Feb-2016	Issued	39	E			9728.89
PP#3 - 2016	01-4-2500-000	PAYABLES - TRADE			9728.89		
Invoice Description --> PAYPERIOD #3 - 2016 PENSION REMITTANCE							
<b>Total :</b>					9728.89	0.00	9728.89
<b>Supplier Total :</b>					19453.78	0.00	19453.78
<b>3505</b>	<b>MFA LEASING</b>						
AUTO72547	28-Feb-2016	Issued	36	E			2553.97
BAMFIRE72547	01-4-2500-000	PAYABLES - TRADE			2553.97		
Invoice Description --> BAMFIELD FIRE HALL LEASE PAYMENT							
<b>Total :</b>					2553.97	0.00	2553.97
AUTO72550	28-Feb-2016	Issued	36	E			1654.31
6140272550	01-4-2500-000	PAYABLES - TRADE			1654.31		
Invoice Description --> LBA TRACTOR LEASE							
<b>Total :</b>					1654.31	0.00	1654.31
<b>Supplier Total :</b>					4208.28	0.00	4208.28
<b>3551</b>	<b>MYRES, LINDA</b>						
00128-0021	26-Feb-2016	Issued	40	T			432.42
2016.5	01-4-2500-000	PAYABLES - TRADE			37.95		
Invoice Description --> BCEP - NEIGHBOURHOOD PREPAREDNESS EVENT							
2016.3	01-4-2500-000	PAYABLES - TRADE			45.00		
Invoice Description --> BCEP - BLUE BOOK							
2016.7	01-4-2500-000	PAYABLES - TRADE			124.47		
Invoice Description --> BCEP - MEETING EXPENSES							
2016.6	01-4-2500-000	PAYABLES - TRADE			225.00		
Invoice Description --> BCEP - TRAVEL REIMBURSEMENT							
<b>Total :</b>					432.42	0.00	432.42

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**Supplier :** 0003 To Z4209  
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**Batch No. :** All

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
<b>Supplier Total :</b>						432.42	0.00	432.42
<hr/>								
<b>3797</b>	<b>PITEAU ASSOCIATES</b>							
00127-0014	08-Feb-2016		Issued	29	T	10999.32		
17770	01-4-2500-000	PAYABLES - TRADE			2127.47			
Invoice Description --> AVLF - MONITORING PROGRAM								
17771	01-4-2500-000	PAYABLES - TRADE			2824.50			
Invoice Description --> WCLF - MONITORING PROGRAM								
17668	01-4-2500-000	PAYABLES - TRADE			6047.35			
Invoice Description --> AVLF - MONITORING PROGRAM								
<b>Total :</b>						10999.32	0.00	10999.32
<hr/>								
00128-0023	26-Feb-2016		Issued	40	T	1693.13		
17772	01-4-2500-000	PAYABLES - TRADE			714.00			
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL								
17773	01-4-2500-000	PAYABLES - TRADE			979.13			
Invoice Description --> AVLF - LAND DEVELOPMENT - CAPITAL								
<b>Total :</b>						1693.13	0.00	1693.13
<hr/>								
<b>Supplier Total :</b>						12692.45	0.00	12692.45
<hr/>								
<b>3800</b>	<b>PORT ALBERNI EFAP SUPPORT SOCIETY</b>							
38898	03-Feb-2016		Issued	30	C	3187.80		
161	01-4-2500-000	PAYABLES - TRADE			3187.80			
Invoice Description --> SLVFD - 2016 FEES								
<b>Total :</b>						3187.80	0.00	3187.80
<hr/>								
38939	19-Feb-2016		Issued	41	C	4999.05		
164	01-4-2500-000	PAYABLES - TRADE			2463.30			
Invoice Description --> BCVFD - 2016 FEES								
149	01-4-2500-000	PAYABLES - TRADE			2535.75			
Invoice Description --> 2016 EFAP MEMBERSHIP								
<b>Total :</b>						4999.05	0.00	4999.05
<hr/>								
<b>Supplier Total :</b>						8186.85	0.00	8186.85
<hr/>								
<b>4002</b>	<b>DIGITAL POSTAGE ON CALL</b>							
38899	03-Feb-2016		Issued	30	C	2000.00		
JAN.22/16	01-4-2500-000	PAYABLES - TRADE			2000.00			
Invoice Description --> POSTAGE ACCOUNT - 8000202700								
<b>Total :</b>						2000.00	0.00	2000.00
<hr/>								
<b>Supplier Total :</b>						2000.00	0.00	2000.00
<hr/>								
<b>4155</b>	<b>PROFIRE EMERGENCY EQUIPMENT INC</b>							
38900	03-Feb-2016		Issued	30	C			

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**Supplier :** 0003 To Z4209  
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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
SO008015	01-4-2500-000	PAYABLES - TRADE			99.54		
Invoice Description --> BCVFD - VEHICLE MAINTENANCE							
<b>Total :</b>					99.54	0.00	99.54
<b>Supplier Total :</b>					99.54	0.00	99.54
<b>4156</b>	<b>WSP CANADA INC.</b>						
00128-0033	26-Feb-2016	Issued	40	T			1249.13
0532631	01-4-2500-000	PAYABLES - TRADE			1249.13		
Invoice Description --> LBA - JAN - MAR 2016 - LANDING FEE SOFTWARE							
<b>Total :</b>					1249.13	0.00	1249.13
<b>Supplier Total :</b>					1249.13	0.00	1249.13
<b>4187</b>	<b>QUALITY FOODS-PORT ALBERNI</b>						
00128-0024	26-Feb-2016	Issued	40	T			281.95
61 088666	01-4-2500-000	PAYABLES - TRADE			281.95		
Invoice Description --> ACRD - OFFICE SUPPLIES							
<b>Total :</b>					281.95	0.00	281.95
<b>Supplier Total :</b>					281.95	0.00	281.95
<b>4220</b>	<b>RAYNER &amp; BRACHT LTD</b>						
38940	19-Feb-2016	Issued	41	C			2685.20
2016008	01-4-2500-000	PAYABLES - TRADE			2685.20		
Invoice Description --> AVLF - BAMFIELD BIN CHARGES JANUARY 2016							
<b>Total :</b>					2685.20	0.00	2685.20
<b>Supplier Total :</b>					2685.20	0.00	2685.20
<b>4280</b>	<b>RECEIVER GENERAL FOR CANADA</b>						
38901	03-Feb-2016	Issued	30	C			21280.90
PP#2 - 2016	01-4-2500-000	PAYABLES - TRADE			21280.90		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #2 - 2016							
<b>Total :</b>					21280.90	0.00	21280.90
38941	19-Feb-2016	Issued	41	C			18896.18
PP#3 - 2016 - DIR	01-4-2500-000	PAYABLES - TRADE			590.08		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #3 - 2016 - DIRECTORS							
PP#3 - 2016	01-4-2500-000	PAYABLES - TRADE			18306.10		
Invoice Description --> TAX REMITTANCE FOR PAYROLL PAYPERIOD #3							
<b>Total :</b>					18896.18	0.00	18896.18
<b>Supplier Total :</b>					40177.08	0.00	40177.08





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Supplier : 0003 To Z4209  
 Trans. Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque Date : 01-Feb-2016 To 29-Feb-2016  
 Cheque No. : All  
 Batch No. : All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000128-0025	26-Feb-2016	Issued	40	T		850.00
JAN31/16	01-4-2500-000	PAYABLES - TRADE		850.00		
Invoice Description --> JANUARY BAMFIELD TRANSFER STATION CONTRACTOR						
<b>Total :</b>				850.00	0.00	850.00
<b>Supplier Total :</b>				850.00	0.00	850.00

<b>4643 STRATEGIC NATURAL RESOURCE CONSULTANT</b>						
38942	19-Feb-2016	Issued	41	C		2268.19
CTFA160125	01-4-2500-000	PAYABLES - TRADE		2268.19		
Invoice Description --> AVRA - CLEARING - CAPITAL						
<b>Total :</b>				2268.19	0.00	2268.19
<b>Supplier Total :</b>				2268.19	0.00	2268.19

<b>4645 SHAW CABLE</b>						
38943	19-Feb-2016	Issued	41	C		860.55
01-FEB-16	01-4-2500-000	PAYABLES - TRADE		860.55		
Invoice Description --> ACCT #0012-80958259 - ACRD CONSOLIDATED INTERNET/CABLE						
<b>Total :</b>				860.55	0.00	860.55
<b>Supplier Total :</b>				860.55	0.00	860.55

<b>4646 SHAW CABLESYSTEMS G.P.</b>						
38902	03-Feb-2016	Issued	30	C		122.35
JAN.12/16	01-4-2500-000	PAYABLES - TRADE		37.97		
Invoice Description --> SLVFD - LAKESHORE DR. - CABLE SERVICES						
JANUARY12/16	01-4-2500-000	PAYABLES - TRADE		37.97		
Invoice Description --> SLVFD - FABER RD - CABLE SERVICES						
JAN.16/16	01-4-2500-000	PAYABLES - TRADE		46.41		
Invoice Description --> SLVFD - PACIFIC RIM HWY - CABLE SERVICES						
<b>Total :</b>				122.35	0.00	122.35

38944	19-Feb-2016	Issued	41	C		6.72
FEB01/16	01-4-2500-000	PAYABLES - TRADE		6.72		
Invoice Description --> EMERGENCY PLANNING - CABLE						
<b>Total :</b>				6.72	0.00	6.72
<b>Supplier Total :</b>				129.07	0.00	129.07

<b>4717 SMITH, RYAN</b>						
000128-0026	26-Feb-2016	Issued	40	T		5620.95
PCJAN/16	01-4-2500-000	PAYABLES - TRADE		71.26		
Invoice Description --> SALMON BEACH SEWAGE						
JAN31/16	01-4-2500-000	PAYABLES - TRADE		5549.69		
Invoice Description --> SALMON BEACH SEWAGE						

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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**Status :** All  
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M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				5620.95	0.00	5620.95
<b>Supplier Total :</b>				5620.95	0.00	5620.95

**4725 SOFTCHOICE CORPORATION**

38903	03-Feb-2016		Issued	30	C	249.73	
4173273	01-4-2500-000	PAYABLES - TRADE			249.73		
Invoice Description --> ACRD - REGION WIDE SCADA							
<b>Total :</b>					249.73	0.00	249.73

38945	19-Feb-2016		Issued	41	C	1159.86	
4192038	01-4-2500-000	PAYABLES - TRADE			61.97		
Invoice Description --> SLVFD - OTTER BOX FOR IPAD							
4182198	01-4-2500-000	PAYABLES - TRADE			177.55		
Invoice Description --> BCWS - COMPUTER EXPENSE \$79.28, PLANNING \$79.28							
4192892	01-4-2500-000	PAYABLES - TRADE			920.34		
Invoice Description --> SLVFD - IPAD							
<b>Total :</b>					1159.86	0.00	1159.86
<b>Supplier Total :</b>					1409.59	0.00	1409.59

**4728 SONBIRD REFUSE & RECYCLING LTD.**

00128-0027	26-Feb-2016		Issued	40	T	13630.41	
24316	01-4-2500-000	PAYABLES - TRADE			13630.41		
Invoice Description --> JANUARY 2016 WC GARBAGE & RECYCLING							
<b>Total :</b>					13630.41	0.00	13630.41
<b>Supplier Total :</b>					13630.41	0.00	13630.41

**4752 SOUTHSIDE AUTO SUPPLY LTD.**

38946	19-Feb-2016		Issued	41	C	57.92	
493197	01-4-2500-000	PAYABLES - TRADE			57.92		
Invoice Description --> BCVFD - VEHICLE MAINTENANCE							
<b>Total :</b>					57.92	0.00	57.92
<b>Supplier Total :</b>					57.92	0.00	57.92

**4760 SPROAT LAKE VOL. FIRE DEPARTMENT**

38960	24-Feb-2016		Issued	42	C	3365.90	
SLVFD - JAN - 2016	01-4-2500-000	PAYABLES - TRADE			3365.90		
Invoice Description --> SLVFD - JANUARY REIMBURSEMENT							
<b>Total :</b>					3365.90	0.00	3365.90
<b>Supplier Total :</b>					3365.90	0.00	3365.90



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**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
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**Batch No. :** All

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
00127-0015	08-Feb-2016		Issued	29	T	1421.11	
71734	01-4-2500-000	PAYABLES - TRADE			128.80		
Invoice Description -->		LEGAL FEES					
71731	01-4-2500-000	PAYABLES - TRADE			252.00		
Invoice Description -->		LEGAL FEES					
71735	01-4-2500-000	PAYABLES - TRADE			1040.31		
Invoice Description -->		LEGAL FEES					
<b>Total :</b>					1421.11	0.00	
<b>Supplier Total :</b>					1421.11	0.00	

4788	STAPLES ADVANTAGE					
38904	03-Feb-2016		Issued	30	C	800.67
40368515	01-4-2500-000	PAYABLES - TRADE			196.51	
Invoice Description -->		ACRD - OFFICE SUPPLIES \$84.25, BCWS \$79.03, PLANNING \$12.18				
40442134	01-4-2500-000	PAYABLES - TRADE			245.34	
Invoice Description -->		ACRD - OFFICE SUPPLIES				
40572329	01-4-2500-000	PAYABLES - TRADE			358.82	
Invoice Description -->		ACRD - OFFICE SUPPLIES				
<b>Total :</b>					800.67	0.00
<b>Supplier Total :</b>					2700.90	0.00

4888	SEVIGNY, SHELLY					
38948	19-Feb-2016		Issued	41	C	700.00
JAN./2016	01-4-2500-000	PAYABLES - TRADE			700.00	
Invoice Description -->		SLVFD - OFFICE ADMIN				
<b>Total :</b>					700.00	0.00
<b>Supplier Total :</b>					700.00	0.00

4932	SURE SERVE COURT SERVICES					
38905	03-Feb-2016		Issued	30	C	99.75
260	01-4-2500-000	PAYABLES - TRADE			99.75	
Invoice Description -->		LEGAL FEES				
<b>Total :</b>					99.75	0.00

**ALBERNI-CLAYOQUET REGIONAL DISTRICT**  
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**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque Date :** 01-Feb-2016 To 29-Feb-2016  
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**Batch No. :** All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
<b>4983 TELUS MOBILITY (BC)</b>							
38949	19-Feb-2016	Issued	41	C			1249.95
20322435181	01-4-2500-000	PAYABLES - TRADE			1249.95		
Invoice Description --> ACRD CELLPHONES							
<b>Total :</b>					1249.95	0.00	1249.95
<b>Supplier Total :</b>					1249.95	0.00	1249.95
<b>4984 TELUS</b>							
38906	03-Feb-2016	Issued	30	C			156.35
JAN 14/16	01-4-2500-000	PAYABLES - TRADE			156.35		
Invoice Description --> BVFD - TELEPHONE							
<b>Total :</b>					156.35	0.00	156.35
<b>Supplier Total :</b>					156.35	0.00	156.35
<b>38950</b>							
	19-Feb-2016	Issued	41	C			2297.55
FEB07/16	01-4-2500-000	PAYABLES - TRADE			2297.55		
Invoice Description --> ACRD CONSOLIDATED							
<b>Total :</b>					2297.55	0.00	2297.55
<b>Supplier Total :</b>					2453.90	0.00	2453.90
<b>5001 STERICYCLE COMMUNICATION SOLUTIONS</b>							
00128-0028	26-Feb-2016	Issued	40	T			158.50
160121539101	01-4-2500-000	PAYABLES - TRADE			158.50		
Invoice Description --> ACRD - CALL-IN-SERVICE - EMPLOYEE SAFETY - FEBRUARY 2016							
<b>Total :</b>					158.50	0.00	158.50
<b>Supplier Total :</b>					158.50	0.00	158.50
<b>5025 TOM HARRIS CELLULAR LTD</b>							
38951	19-Feb-2016	Issued	41	C			43.68
PORTAIN97644	01-4-2500-000	PAYABLES - TRADE			43.68		
Invoice Description --> SLVFD - CELL PHONE MAINTENANCE							
<b>Total :</b>					43.68	0.00	43.68
<b>Supplier Total :</b>					43.68	0.00	43.68
<b>5114 TRINEX INTERNET SOLUTIONS INC</b>							
00127-0016	08-Feb-2016	Issued	29	T			78.75
7471	01-4-2500-000	PAYABLES - TRADE			78.75		
Invoice Description --> ACRD COMPUTER - MONTHLY WEB HOSTING							
<b>Total :</b>					78.75	0.00	78.75
<b>Supplier Total :</b>					78.75	0.00	78.75
<b>00128-0030</b>							
	26-Feb-2016	Issued	40	T			78.75

**ALBERNI-CLAYQUOT REGIONAL DISTRICT**  
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**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
7505	01-4-2500-000	PAYABLES - TRADE	78.75				
Invoice Description --> ACRD COMPUTER - MONTHLY WEB HOSTING							
<b>Total :</b>			78.75	0.00		78.75	
<b>Supplier Total :</b>			157.50	0.00		157.50	
<b>5145</b>	<b>UCLUELET CONSUMERS CO-OP ASSN</b>						
38952	19-Feb-2016			Issued	41	C	483.68
LBA - JAN/16	01-4-2500-000	PAYABLES - TRADE	483.68				
Invoice Description --> LBA - JANUARY FUEL							
<b>Total :</b>			483.68	0.00		483.68	
<b>Supplier Total :</b>			483.68	0.00		483.68	
<b>5186</b>	<b>UCLUELET RENT-IT CENTER</b>						
00128-0031	26-Feb-2016			Issued	40	T	393.75
22312	01-4-2500-000	PAYABLES - TRADE	393.75				
Invoice Description --> SALMON BEACH - GARBAGE HAULING AND BIN RENTAL .							
<b>Total :</b>			393.75	0.00		393.75	
<b>Supplier Total :</b>			393.75	0.00		393.75	
<b>5245</b>	<b>UPS CANADA</b>						
38953	19-Feb-2016			Issued	41	C	39.67
939395274	01-4-2500-000	PAYABLES - TRADE	39.67				
Invoice Description --> BCWS - SHIPPING \$16.30, BWS \$16.30							
<b>Total :</b>			39.67	0.00		39.67	
<b>Supplier Total :</b>			39.67	0.00		39.67	
<b>5263</b>	<b>VADIM SOFTWARE</b>						
38907	03-Feb-2016			Issued	30	C	12132.12
I-VC12503	01-4-2500-000	PAYABLES - TRADE	388.50				
Invoice Description --> ACRD - DATA CORRECTION ASSISTANCE							
I-VC12531	01-4-2500-000	PAYABLES - TRADE	866.25				
Invoice Description --> 2016 VADIM ADDITIONAL LICENSING							
I-VC11893	01-4-2500-000	PAYABLES - TRADE	10877.37				
Invoice Description --> 2016 VADIM SUPPORT & LICENSING							
<b>Total :</b>			12132.12	0.00		12132.12	
<b>Supplier Total :</b>			12132.12	0.00		12132.12	
<b>5287</b>	<b>VANCOUVER ISLAND REGIONAL LIBRARY</b>						
38954	19-Feb-2016			Issued	41	C	111772.00
1STQTR2016	01-4-2500-000	PAYABLES - TRADE	111772.00				
Invoice Description --> 1ST QUARTER LIBRARY LEVY 2016							

**ALBERNI-CLAYOQUOT REGIONAL DISTRICT**  
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**Supplier :** 0003 To Z4209  
**Trans. Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque Date :** 01-Feb-2016 To 29-Feb-2016  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>Total :</b>				111772.00	0.00	111772.00
<b>Supplier Total :</b>				111772.00	0.00	111772.00

<b>5375</b>	<b>DISTRICT OF UCLUELET</b>					
38908	03-Feb-2016		Issued	30	C	5661.81
F1037-ISSUE#73	01-4-2500-000	PAYABLES - TRADE			5661.81	
Invoice Description --> MFA REFUND DEBT RESERSE FUND						
<b>Total :</b>				5661.81	0.00	5661.81
<b>Supplier Total :</b>				5661.81	0.00	5661.81

<b>5401</b>	<b>TD VISA (BCVFD)M. KOBUS</b>					
38955	19-Feb-2016		Issued	41	C	328.07
JAN.31/16	01-4-2500-000	PAYABLES - TRADE			328.07	
Invoice Description --> BCVFD - MAINT. SUPPLIES \$126.68, TRAINING \$201.39						
<b>Total :</b>				328.07	0.00	328.07
<b>Supplier Total :</b>				328.07	0.00	328.07

<b>5402</b>	<b>TD VISA (BCVFD)C. STARRATT</b>					
38956	19-Feb-2016		Issued	41	C	573.07
JAN31/16	01-4-2500-000	PAYABLES - TRADE			573.07	
Invoice Description --> BCVFD - MEMBERSHIP \$385, TRAINING \$172.47						
<b>Total :</b>				573.07	0.00	573.07
<b>Supplier Total :</b>				573.07	0.00	573.07

<b>5410</b>	<b>TD VISA</b>					
38957	19-Feb-2016		Issued	41	C	1993.84
JAN.31/16	01-4-2500-000	PAYABLES - TRADE			1993.84	
Invoice Description --> ACRD \$313.66, AVEP \$1281.13, WCLF \$50.39, BCWS \$78.58, BWS \$78.58, AVLF \$55, LBA \$81.7!						
<b>Total :</b>				1993.84	0.00	1993.84
<b>Supplier Total :</b>				1993.84	0.00	1993.84

<b>5417</b>	<b>VOLUNTEER FIREFIGHTERS' FOUNDATION FUND</b>					
38958	19-Feb-2016		Issued	41	C	231.00
BCVFD-2016DUES	01-4-2500-000	PAYABLES - TRADE			231.00	
Invoice Description --> BCVFD - 2016 MEMBERSHIP DUES						
<b>Total :</b>				231.00	0.00	231.00
<b>Supplier Total :</b>				231.00	0.00	231.00

**ALBERNI-CLAYQUOIT REGIONAL DISTRICT**  
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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
38909	03-Feb-2016		Issued	30	C	320.25		
20160104	01-4-2500-000	PAYABLES - TRADE				320.25		
Invoice Description --> BCWS - VIBRATION ANALYSIS								
<b>Total :</b>						320.25	0.00	320.25
<b>Supplier Total :</b>						320.25	0.00	320.25

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
5475	PACIFIC SMARTFX LTD.							
38910	03-Feb-2016		Issued	30	C	2541.28		
3013	01-4-2500-000	PAYABLES - TRADE				2541.28		
Invoice Description --> SB - SECURITY - MAINTENACE & TRAINING ON HYDRAULIC MOTOR								
<b>Total :</b>						2541.28	0.00	2541.28
<b>Supplier Total :</b>						2541.28	0.00	2541.28

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
5543	WL SOLUTIONS LTD							
00128-0032	26-Feb-2016		Issued	40	T	220.50		
2183	01-4-2500-000	PAYABLES - TRADE				220.50		
Invoice Description --> BCWS - STRICK RD PUMPHOUSE MAINTENANCE								
<b>Total :</b>						220.50	0.00	220.50
<b>Supplier Total :</b>						220.50	0.00	220.50

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
5620	WORKSAFE BC							
38962	26-Feb-2016		Issued	49	C	313.42		
ANNUAL2015	01-4-2500-000	PAYABLES - TRADE				313.42		
Invoice Description --> ANNUAL 2015 WCB PREMIUMS - ADJUSTMENT								
<b>Total :</b>						313.42	0.00	313.42
<b>Supplier Total :</b>						313.42	0.00	313.42

<b>Total Computer Paid :</b>	<u>509,621.52</u>	<b>Total EFT PAP :</b>	<u>23,662.06</u>	<b>Total Paid :</b>	<u>781,016.65</u>
<b>Total Manually Paid :</b>	<u>0.00</u>	<b>Total EFT File Transfer :</b>	<u>247,733.07</u>		



## MEMORANDUM

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

**From:** Alex Dyer, Planner

**Date:** March 03, 2016

**Subject:** DVC16001, 2433 Willowbrae Road (Olcen)

---

### Recommendation

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

### Background

On February 10, 2016 the Board reviewed an application for a development variance permit for LOT B, DISTRICT LOT 468, CLAYOQUOT DISTRICT, PLAN VIP87429 located at 2433 Willowbrae Road.

The Board recommended that this application proceed to the next stage of the variance process subject to approval from the Ministry of Environment Land Use Remediation Section. This involved notifying all property owners within 200 feet of the property which has been completed. The notices were hand delivered to each property on February 26<sup>th</sup>. No correspondence has been received to date. If any objections or responses are received prior to the March 09, 2016 Board meeting, staff will inform the Board.

The applicant completed a Contaminated Site Profile which detailed their knowledge of the former sawmill and shingle mill operation which operated on this property a number of years ago. The completed profile did not indicate any concerns with fill materials, waste disposal, fuel storage, hazardous wastes or any other regulatory constraints. The Contaminated Site Profile was submitted to the provincial Contaminated Site Registrar as required by Section 40 of the *Environmental Management Act* prior to approval of a development variance permit. The Ministry of Environment Land Remediation Section has confirmed that the Board can proceed with issuing the development variance for the proposed construction at this site.

The development variance permit will reduce the required 340 foot setback from the south east corner of the property to allow for the construction of a single family dwelling as shown on attached Schedule 'A'.

Submitted by:



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Alex Dyer, Planner



Reviewed by:

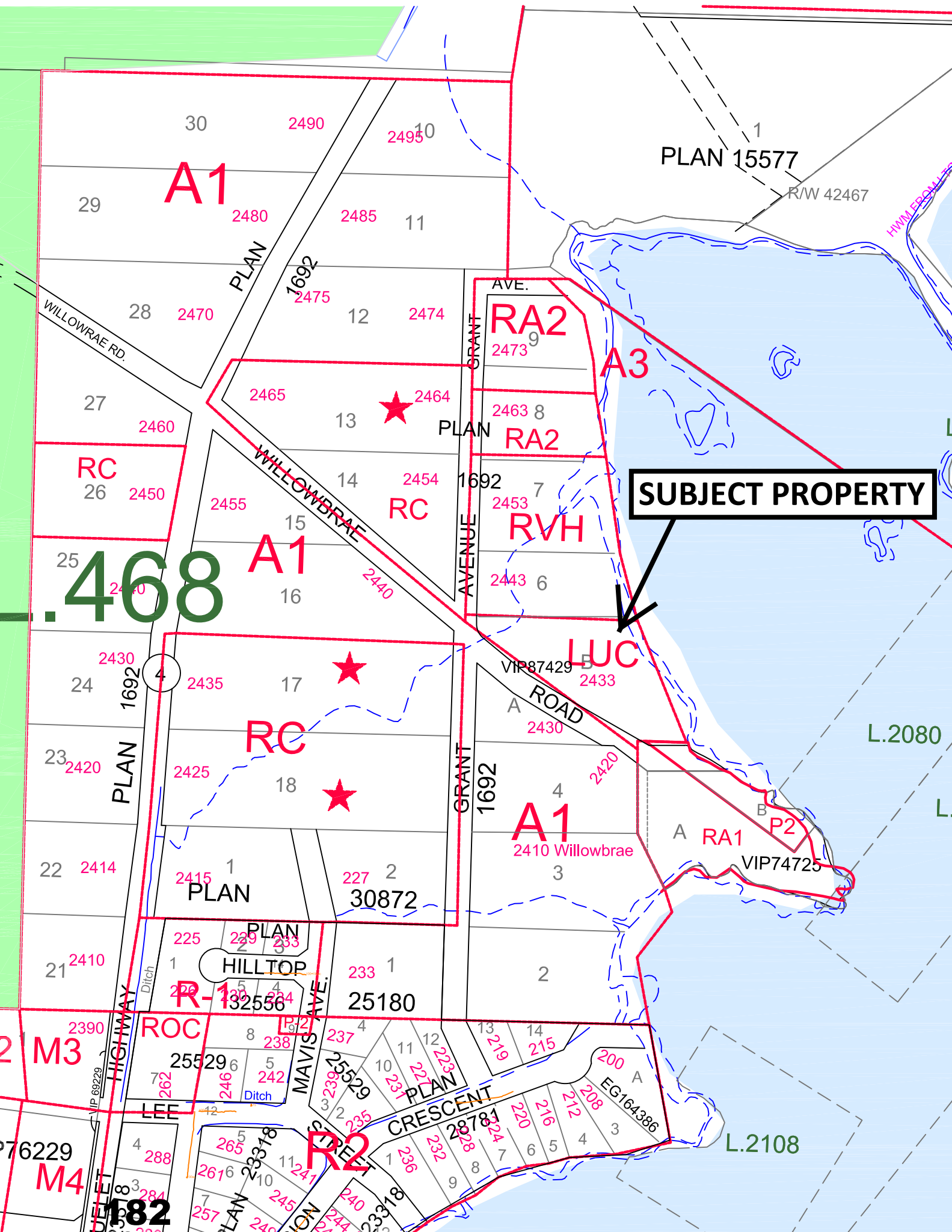
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Mike Irg MCIP, Manager of Planning and Development



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Russell Dyson, Chief Administrative Officer



**SUBJECT PROPERTY**

**468**

**M3**

**M4**

**182**

**A1**

**RA2**

**RA2**

**RVH**

**LUC**

**A1**

**RA1**

**R2**

**ROC**

**R-1**

**RC**

**RC**

**A1**

PLAN 15577

PLAN 1692

PLAN

PLAN

PLAN HILLTOP

PLAN CRESCENT

PLAN EG164386

R/W 42467

VIP87429

VIP74725

VIP 69229

76229

L.2080

L.2108

30872

25180

25529

28781

200

2490

2495

29

2480

2485

11

28

2470

12

2474

27

2460

13

2464

2473

**A3**

2463

8

26

2450

2455

14

2454

1692

2453

25

2440

15

2440

2443

6

24

2430

17

2435

**RC**

23

2420

2425

18

2420

22

2414

2415

1

227

2

21

2410

225

2

233

1

233

2

2390

1

8

238

237

4

4

288

265

11

247

7

236

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# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## DEVELOPMENT VARIANCE PERMIT NO. DVC16001

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a Land Use Contract under Section 546 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** Anders Matthew Olcen

**Address:** 2433 Willowbrae Road

With respect to:

**Legal Description:** LOT B, DISTRICT LOT 468, CLAYOQUOT DISTRICT, PLAN VIP87429

**PID:** 028-110-331

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 82 are hereby varied as follows:

- (i) Section (d) of ACRD Bylaw No. 82 cited as "Land Use Contract No. 3, 1974" to reduce the required 340 foot setback from the south east corner of the property to allow for the construction of a single family dwelling as shown on attached Schedule 'A'.

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

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

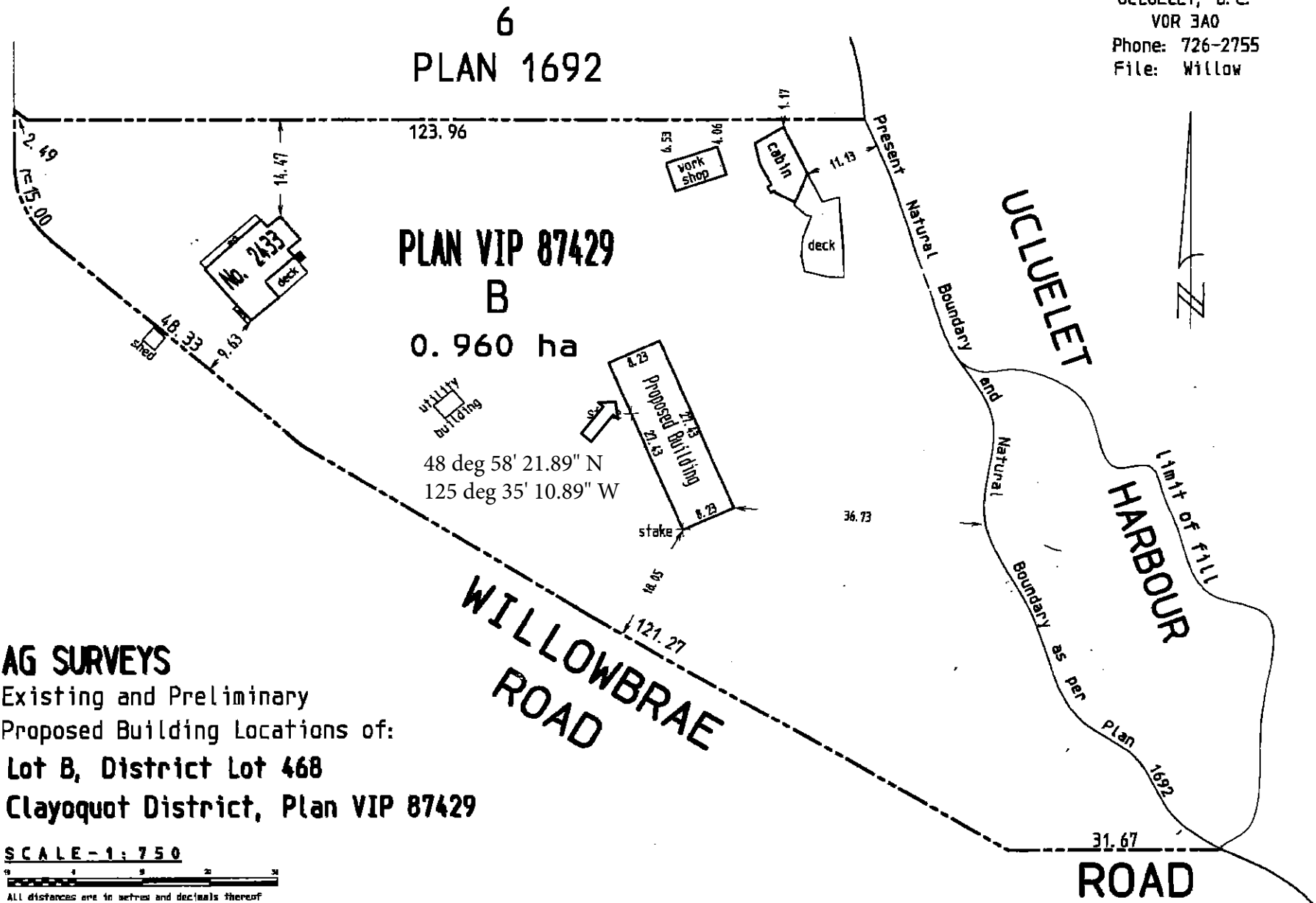
\_\_\_\_\_  
Russell Dyson, CAO

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

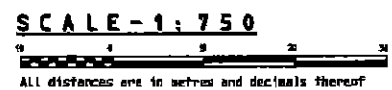
**DVC16001**

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

110-545 MARINE DRIVE  
 UCLUELET, B.C.  
 VOR 3A0  
 Phone: 726-2755  
 File: Willow



**AG SURVEYS**  
 Existing and Preliminary  
 Proposed Building Locations of:  
**Lot B, District Lot 468**  
**Clayoquot District, Plan VIP 87429**



**MEMORANDUM**

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

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

**Date:** March 2, 2016

**Subject:** DVD16002, 9806 Stirling Arm Crescent, Port Alberni (Pulford)

**Recommendation**

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

**Background**

On February 24, 2016 the Board reviewed an application for a development variance permit for LOT 15, SECTION 88, CLAYOQUOT DISTRICT, PLAN 13650 located at 9806 Stirling Arm Crescent.

The Board recommended that this application proceed to the next stage of the variance process subject to approval from the Ministry of Transportation and Infrastructure. This involved notifying all property owners within 200 feet of the property which has been completed. No correspondence has been received to date. If any objections or responses are received prior to the March 9, 2016 Board meeting, staff will inform the Board.

The Ministry of Transportation and Infrastructure has issued a permit to reduce the building setback.

The development variance permit will reduce the side yard setback from 15 feet to 8 feet on the east side adjacent to Dogwood Road RW to allow construction of a single family dwelling.



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

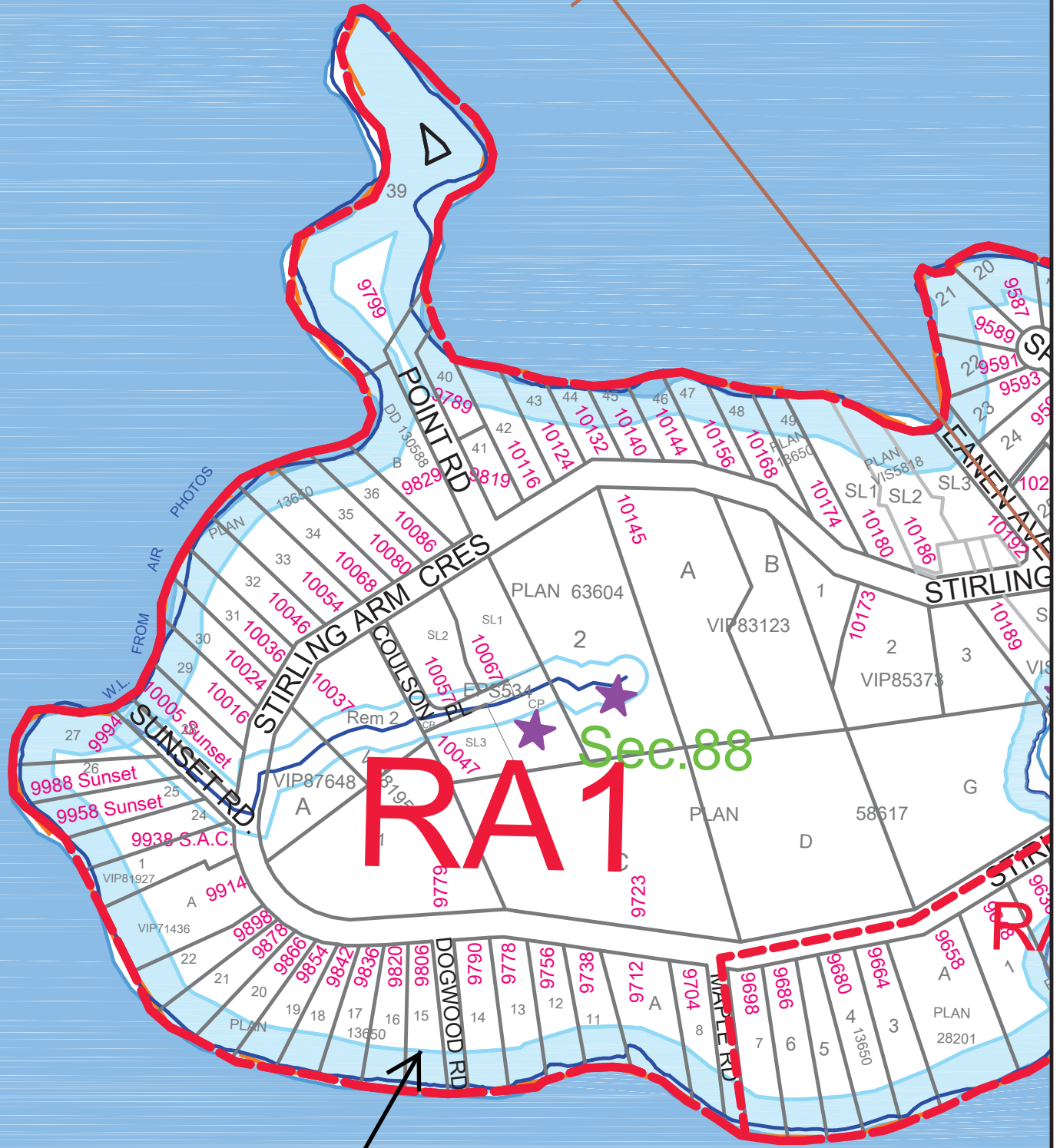


Reviewed by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer

**DVD16002**

Faber Pt.

DISTRICT  
DISTRICT



# RA 1

Sec. 88

**SUBJECT PROPERTY**



**DEVELOPMENT VARIANCE PERMIT NO. DVD16002**

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

**Name:** William and Chelsey Pulford  
**Address:** 9806 Stirling Arm Crescent, Port Alberni

With respect to:

**Legal Description:** LOT 15, SECTION 88, CLAYOQUOT DISTRICT, PLAN 13650

**PID:** 004-616-715

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

- (i) Section 200 – Schedule II – Bulk and Site Regulations to reduce the required side yard setback in the Acreage Residential (RA1) District from 15 feet to 8 feet on the east side property line (adjacent Dogwood Road right-of-way).

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on , 2016.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on , 2016.

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

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

**DVD16002**

**MEMORANDUM**

TO: Russell Dyson, CAO and Regional Board of Directors

FROM: Heather Adair, Planner

DATE: March 3, 2016

RE: Public Hearing Report for Rezoning Bylaw P1340 (Newberry)

A Public Hearing for Bylaw P1340 was held on Wednesday, March 2, 2016 at the Alberni-Clayoquot Regional District office. The meeting was attended by 0 members of the public, Director Banton, ACRD planning staff Heather Adair and Charity Hallberg Dodds, and applicant Rick Newberry.

There was no correspondence received from the public. Referral agency responses were printed and made available for viewing at the public hearing. Referral agencies are supportive and/or interests unaffected by the proposal.

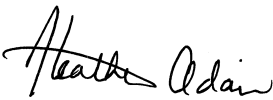
Recommendation


THAT the Board of Directors receive the public hearing report.


THAT the Board of Directors receive the public hearing minutes.

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

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

Submitted by:   
\_\_\_\_\_  
Heather Adair, Planner

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

  
\_\_\_\_\_

For: Russell Dyson, Chief Administrative Officer

**RF15010**



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
MARCH 2, 2016 - ELECTORAL AREA 'F'

Minutes of a Public Hearing held on Wednesday, March 2, 2016 at 7:00 pm in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni BC.

Present: Lucas Banton, Electoral Area 'F' Director  
Staff: Heather Adair, Planner and Charity Hallberg Dodds, Planning Assistant  
Applicant: Richard Newberry  
Members of the Public: 0

1. The meeting was called to order at 7:02 pm.
2. Director Banton introduces himself and planning staff, and asks staff to read out Notice of Public Hearing.
3. The notice is read by H. Adair as follows:

A Public Hearing for residents and property owners within Electoral Area "F" will be held in the Board Room at the Regional District of Alberni-Clayoquot office, 3008 Fifth Avenue, Port Alberni BC, at 7:00 pm on Wednesday, March 2, 2016 to consider the following bylaw:

**Bylaw P1340** to rezone 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 to facilitate a two (2) lot subdivision.

**(Richard and Cheri Newberry, Property Owners – 6585 Cherry Creek Road)**

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

The Public Hearing for Bylaw P1340 is to be held by the Director for Electoral Area 'F', the Alternate Director, or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaw as set out in this notice.

Interested persons may inspect the bylaw and relevant background documents at the Regional District of Alberni-Clayoquot office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, from February 19, 2016 to March 2, 2016 inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg, Manager of Planning and Development

4. Director Banton explains the purpose of the public hearing and asks staff to read out any correspondence received ahead of the public hearing.
5. H. Adair states that no letters were received from any members of the public and that agency referral comments (Appendix 'A') were received and copies are available.
6. Director Banton asks the applicant, Richard Newberry, to explain his proposal.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT  
PUBLIC HEARING MINUTES  
MARCH 2, 2016 - ELECTORAL AREA 'F'

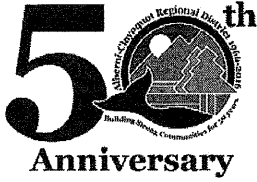
7. R. Newberry explains that there is an existing home on the property and that he would like to subdivide into two lots and build a new home on the new lot.
8. Director Banton has no further questions since he has heard the applicant's presentation to the Cherry Creek Advisory Planning Commission.
9. As there are no members of the public present, Director Banton proceeds to explain that no new information can be received by the Board members between the end of the hearing and the meeting where they make a decision on the bylaw. He calls three times for further representation. Hearing none, Director Banton declares the hearing terminated.
10. The hearing is terminated at 7:07 pm.

Certified Correct:

Lucas Banton, Director for Cherry Creek

Minutes Prepared by:

Charity Hallberg Dodds, Planning Assistant



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

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

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1340      ACRD FILE NO.: RF15010**

**APPLICANT NAME: Richard & Cheri Newberry**

**ACRD CONTACT: Heather Adair, Jr. Planner**

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

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

The Ministry has no objection to the bylaw amendment.

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

Agency (please print): Ministry of Transportation and Infrastructure

Name (please print): Anika Johal

Title: District Development Technician

Signature:

Date: February 17, 2016

## Charity Hallberg

---

**From:** Gibson, Glenn [Glenn.Gibson@viha.ca]  
**Sent:** February-05-16 2:58 PM  
**To:** Charity Hallberg  
**Subject:** RE: RF15010 Bylaw Referral Response Request - P1340 6585 Cherry Creek Road (Newberry)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

With the wording of the Recommendations that the owner/applicant hire an Engineer or ROWP is onerous and an added expense.

I recommend the wording reflect our Standards and that the o/a follows this document and makes a written statement that they believe the property's meet the intent of this VIHA Standard.

*Glenn J. Gibson*

Land Development  
Environmental Health Officer  
Oceanside Health Center  
489 Alberni Hwy, Parksville V9P 1J9  
250 947 8222 ext.39186  
fax 250 951 9576  
[glenn.gibson@viha.ca](mailto:glenn.gibson@viha.ca)

---

**From:** Charity Hallberg [<mailto:charity.hallberg@acrd.bc.ca>]  
**Sent:** Friday, February 05, 2016 11:25 AM  
**To:** Gibson, Glenn; [anika.johal@gov.bc.ca](mailto:anika.johal@gov.bc.ca); Cherry Creek Water Works; Mike Sparrow; 'lcheetham@sd70.bc.ca'; 'Darrell Ross'; Steve Tatoosh; Luc Stefani; Mark Eshpeter  
**Cc:** Alex Dyer; Heather Adair; Mike Irg  
**Subject:** RF15010 Bylaw Referral Response Request - P1340 6585 Cherry Creek Road (Newberry)

Please see attached.

If you have any questions or require further information, please contact Heather Adair at 250-720-2712 or by email at [hadair@acrd.bc.ca](mailto:hadair@acrd.bc.ca).

*Charity Hallberg Dodds*

Planning Assistant

**Alberni-Clayoquot Regional District**

Phone: (250) 720-2701

Fax: (250) 723-1327

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



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT**

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

**BYLAW RESPONSE SUMMARY**

**BYLAW NO.: P1340      ACRD FILE NO.: RF15010**

**APPLICANT NAME: Richard & Cheri Newberry**

**ACRD CONTACT: Heather Adair, Jr. Planner**

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

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

*As our interests for this proposal are reflected in the content of our Standards I recommend your staff report be altered to state*

*"The owner/applicant provide documentation or a report that the soil profiles for on-site sewage disposal meet the intent of Vanc. Isl. Health Auth.'s Sub-division Standards*

Agency (please print):

*Vanc. Isl. Health Auth.*

Name (please print):

*Glenn J. Gibson*

Title:

*EHO*

Signature:

*[Handwritten Signature]*

Date:

*Feb-17/16*





# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1340      ACRD FILE NO.: RF15010**

**APPLICANT NAME: Richard & Cheri Newberry**

**ACRD CONTACT: Heather Adair, Jr. Planner**

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

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Agency (please print): Alberni-Clayoquot Regional District Building Department

Name (please print): Luc Stefani Title: Building Inspector

Signature:  Date: 02/10/2016

# **CHERRY CREEK WATERWORKS DISTRICT**

5920-A Cherry Creek Rd. Port Alberni, B.C. V9Y 8R7

Monday - Friday 9:30am - 1:30pm

Phone 250-723-2214

Fax 250-723-0225

February 15, 2016

Charity Hallberg

ACRD

3008 5<sup>th</sup> Ave

Port Alberni, B.C. V9Y 2E3

Fax: (250) 720-2701

**Re: Bylaw Referral – Bylaw No. P1340, ACRD File No, RF15010  
6585 Cherry Creek Rd.**

Dear Charity:

The Board of Trustees discussed the above rezoning application at their regular meeting held February 10<sup>th</sup>, 2016. The Board has no objection to the proposed application. Also discussed; was the proposed two lot subdivision, which the Board also had no objection to provided any water service connection fees are paid in full for the second lot. Any infrastructure upgrades required would also be at the expense of the applicant.

Sincerely,



Michelle Price  
Administrator



# ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

## BYLAW RESPONSE SUMMARY

**BYLAW NO.: P1340      ACRD FILE NO.: RF15010**

**APPLICANT NAME: Richard & Cheri Newberry**

**ACRD CONTACT: Heather Adair, Jr. Planner**

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

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to  
Conditions Below

Approval NOT Recommended Due to  
Reasons Outlined Below

Cherry Creek Fire Department has no issues with the application.

Agency (please print): Cherry Creek Fire Department

Name (please print): Mike Sparrow

Title: Fire Chief

Signature: *Mike Sparrow*

Date: February 9, 2016

## MEMORANDUM

**To:** Board of Directors and the Agriculture Advisory Committee

**From:** Heather Adair, Planner

**Date:** March 1, 2016

**Subject:** AF15001 – Application for a Non-Farm Use at 6741 Cypress Blvd

### Background

The attached staff report was presented to the Agriculture Advisory Committee on January 19, 2016. At this meeting the Committee tabled the application and requested that staff present options regarding a Temporary Use Permit (TUP) for businesses operating at 6741 Cypress Blvd.

Attached is Appendix "A" which outlines the Temporary Use Permit procedures.

The Agriculture Advisory Committee is reviewing this application for a second time on March 8, 2016. The application will then proceed to the Board of Directors meeting on March 9, 2016.

Non-Farm Use applications must be reviewed by the Board of Directors before being processed by the Agriculture Land Commission (ALC). Should the Board of Directors forward the application onto the ALC, the land commission will review and make a decision regarding the Non-Farm Use application. If the Board of Directors is consider denying the application, the board can invite the applicants to a subsequent board meeting to present their case as to why this matter should not be denied.

Should the Non-Farm Use application be approved by the ALC, a rezoning application or a Temporary Use Permit application would need to be made by the property owner to adjust the permitted uses on this property. The Board of Directors would review the rezoning or temporary use permit application after a public input process has been concluded including neighbour notification.

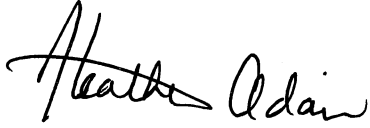
### Options

- 1) Pass a resolution to deny forwarding the Non-Farm Use application to the Agriculture Land Commission noting that the application does not comply with the ACRD Zoning Bylaw or the Cherry Creek Official Community Plan,
- 2) Forward the application to the Agriculture Land Commission recommending support subject to a Temporary Use Permit,

**AF15001**

- 3) Forward the application to the Agriculture Land Commission recommending support subject to rezoning.

Prepared by:



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Heather Adair, Planner

Reviewed by:



---

Mike Irg, Manager of Planning & Development



---

Wendy Thomson, Manager of Administrative Services

**AF15001**

**TEMPORARY USE PERMIT****Procedure:**

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 following:

- i. Allow a use not permitted under the Zoning Bylaw;
- ii. Specify conditions under which the temporary use may be carried on;
- 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.

**Subject to approval of a Non-Farm Use by the Agriculture Land Commission the following types of conditions are examples of conditions that could be regulated in a Temporary Use Permit:**

- number of employees on site
- the number of commercial vehicles & machinery on site
- the area used to store commercial vehicles & machinery
- hours of operation
- days of operation
- noise levels
- setbacks for buildings
- emissions

**AF15001**

## Charity Hallberg

---

**From:** Charity Hallberg  
**Sent:** February-15-16 11:45 AM  
**To:** ACRD Directors  
**Cc:** Mike Irg; Heather Adair; 'Sutton, Elizabeth ALC:EX'; 'Barb Deederly'; 'Bob Vandermolen'; 'Carrie Smith'; 'Denis Francoeur'; 'Jamie McKinnon'; 'John Versteeg Jr.'; 'Lindsay Rogers'; Lucas Banton; 'Markus Urner'; 'Mike Jones'; 'Mike Stini'; 'Ann Collins'; 'John Oosterom'; 'Lisa Aylard'; Mike Kokura; 'Robert Haynes'; 'Ron Emblem'; 'Vicki Lee'; 'Wayne Smith'  
**Subject:** FW: Please forward this letter to Cherry Creek APC Ag com. & Regional Board  
**Importance:** High

Hi Everyone,

Please see the letter below. We have an active application with the ALC/ALR for a non-farm use for the property located at 6741 Cypress Blvd. The Haukas' live right next door.

*Charity Hallberg Dodds*

Planning Assistant

**Alberni-Clayoquot Regional District**

---

**From:** HNH [<mailto:hnh1944dn@shaw.ca>]  
**Sent:** February-15-16 11:31 AM  
**To:** Charity Hallberg  
**Subject:** Please forward this letter to Cherry Creek APC Ag com. & Regional Board

To the Regional Board of Directors ,

I am writing this letter regarding a commercial bus business and diesel truck repair shop operating in our neighbourhood .

Off Road Diesel and Island Shuttle Busses are both located at 6741 Cypress Blvd, Port Alberni , BC. Both these businesses operate in violation of the rural zoning , Cherry Creek Official Community Plan and the Agricultural Land Commission ( ALC ) regulations .

Besides the violation of the bylaws and regulations , our specific complaints include :

1. Strong diesel fumes from vehicles left idling for hours at a time ; on October 7th, a dump truck was idling from 4:45 until 6:10 PM !
2. Traffic increase in the neighbourhood from the commercial operations including occasional roadway hold-ups due to equipment loading/off-loading .
3. Noise from vehicle acceleration as individuals come and go .
4. Our quality of life is deteriorating as we often has to stay indoors due to the fumes and noise !
5. Land value decrease; neighbours have been told that their property has been appraised less than last year due to the adjacent business operations.
6. Busses are parked onsite 24 hours/day, 7 days/week.

We have lived at 6767 Cypress Blvd for 53 years ( Kare) and 15 years for ( Helena ). We have had a small farm operation for 20 years . We produce vegetables and fruit for sale at the Farmers Market . We cherish



our rural lifestyle and are devastated by the negative impact these businesses have created .

We feel as though our enjoyment of our lands should be considered when making a decision on the ALR application for non-farm use .Our rights as neighbourhood residents are no less important !

Sincerly,  
Helena and Kare Haukas



**Application to Allow a Non-Farm Use within the Agriculture Land Reserve**

**To:** Russell Dyson, CAO and Regional Board of Directors

**Date:** December 21, 2015

**File No.:** AF15001

**Owners:** Joseph Hawkins and Marina Gaiga

**Legal Description:** LOT 1, DISTRICT LOT 103, ALBERNI DISTRICT, PLAN 11820

**Location:** 6741 Cypress Blvd

**Electoral Area:** Area "F" (Cherry Creek)

---

**Recommendation:**

That the Regional Board:

- Pass a resolution to deny forwarding the Non-Farm Use application to the Agriculture Land Commission noting that the application does not comply with the ACRD Zoning Bylaw or the Cherry Creek Official Community Plan;

**Note:** If the Regional Board is contemplating denying an application the appropriate motion would be:

"The Regional Board is, at this time, disposed to deny this application. Prior to doing so the Board wishes to offer the applicants the opportunity to present their own case as to why this matter should not be denied".

---

**Applicant's Intention:** To apply to the Agriculture Land Commission to allow Non-Farm Uses for the property located at 6741 Cypress Blvd. The non-farm uses on this property include a 'Truck Repair Shop' and a 'Shuttle Bus Company'.

**Observations:**

1. **Property Description:** This 3.04 acre property includes a large accessory building (2600ft<sup>2</sup>) with a washroom which was constructed beginning in 2013. Several building permit inspections were completed in 2013 and 2014 but no final inspection has been

**AF15001**

completed. When the accessory building permit was issued, it was noted that “no overnight accommodations or commercial use” were to be allowed. An older home on the property was demolished in 2014 and a new home (2274 ft<sup>2</sup>) was constructed beginning in 2014. The house and accessory building are built toward the front of the property with the remainder of the property behind the house being forested.

2. Provincial soil mapping, which indicates the “land capability for agriculture”, shows that the subject property is covered by two map units.

Unit 1 (Western piece)

Unimproved soil conditions = class 3 AW

Improved Soil Conditions = class 2 D

A = Soil Moisture Deficiency

W= Excess Water

D = Undesirable Soil Structure and/or Low Perviousness.

Unit 2 (Eastern piece)

Unimproved soil conditions = class 3 PW

Improved Soil Conditions = class 3 DP

P = Stoniness

W= Excess Water

D = Undesirable Soil Structure and/or Low Perviousness.

Soil Capability Class explanations are as follows:

Class 2 – Land in this class has minor limitations that require good ongoing management practices or slightly restrict the range of crops, or both.

Class 3 – Land in this class has limitations that require moderately intensive management practices or moderately restrict the range of crops, or both.

**Services:**

**(a) Sewage Disposal:** On-site septic disposal. A new septic system was installed in 2014.

**(b) Water Supply:** Cherry Creek Waterworks District

**(c) Fire Protection:** Cherry Creek Fire Protection

**(d) Access:** Property is accessed from Cypress Blvd.

**3. Existing Planning Documents Affecting the Site:**

**AF15001**

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

- A. **Agricultural Land Reserve:** Entirely within the ALR
- B. **Official Community Plan:** The Cherry Creek Official Community Plan designates the subject property as “Agriculture Use”. The minimum parcel size for “Agriculture Use” designation is 2 hectares (4.94 acres).

Relevant Agricultural Use Objectives listed under Section 4.1 include:

- Objective 4.1.1 Maintain and foster agriculture use and food production.
- Objective 4.1.2 Promote the diversification of agricultural products.
- Objective 4.1.3 Encourage the protection of clean groundwater for agricultural operations.
- Objective 4.1.4 Facilitate activities identified in the Alberni Valley Agricultural Plan.

Relevant Agricultural Use Advocacy Policy under section 4.2 include:

- Policy 4.2.5 Encourage the interim use of agricultural lands for forestry, silviculture, open space and recreational uses that will not impair the future agricultural viability of those lands.

***The proposed Non-Farm Use of the property including a ‘Truck Repair Shop’ and a ‘Shuttle Bus Company’ does not comply with the Cherry Creek OCP Agriculture Use designation. The proposed Non-Farm Use of the property does not comply with the Agricultural Use Objectives & Advocacy Policy identified above.***

## 5. Zoning: Rural (A2) District

Permitted uses in Rural (A2) District that also comply with the ALC regulations include:

- Single Family Dwelling
- Home Occupations\*
- Arboreta, botanical gardens, wildlife refuges and similar uses
- Farming, seed and hay dealing, truck gardening, orchard or nursery cultivation, greenhouses, and other similar enterprises and uses including the incidental direct sale of farm produce to the consumer
- Grazing livestock, but excluding abnormally intensive livestock feeding operations
- Mushroom growing, provided that such use is located at a distance of not less than 30.48m (100 feet) from all street or lot lines
- Accessory buildings and uses
- Upland aquaculture (Fish Farming) including all activities incidental to such operations such as hatchery and nursery facilities, grow out ponds, storage and processing aquatic organisms cultivated, reared and harvested on the lots

### AF15001

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- Wineries and Cideries provides that a vineyard or orchard at least 2 hectares (5 acres) in area is under continuous cultivation on the same farm or legal parcel
- Sales of wine and cider produced on the farm and related products, provided that the retail area does not exceed 500 square feet or 5 percent of the floor area of the winery, whichever is more; winery and cidery tours, as ancillary uses to a winery or cidery
- Medical Marihuana Facilities provided that the facilities are located on a lot that is 2.43 hectares (6 acres) or greater in area and that the facilities are located a minimum of 30.48 meters (100 feet) from all lot lines

\* Home Occupation is defined in the ACRD zoning bylaw as “means any homecraft, professional practice, or other livelihood which may be conducted in accordance with the provision of subsection 6.7 and which is clearly incidental both to the use of a dwelling unit for residential purposes and to the residential use of a lot occupied by a dwelling”.

Subsection 6.7 of ACRD zoning bylaw states the following:

- (1) A home occupation shall involve no internal or external structural alterations to the dwelling; there shall be no exterior indication (other than a sign) that the building is being utilized for any purpose other than that of a dwelling, and no building, structure, fence or enclosure, other than those in conformity with permitted residential uses in the zoning district in which it is located may be erected.
- (2) A home occupation shall not involve the use of mechanical equipment save as is similar to that ordinarily employed in purely private domestic and household use for recreational hobbies. In particular, the premises must not be used for manufacturing or any other light industrial use, and the home occupation carried on therein shall not produce noise, vibration, smoke, dust, odour litter, or heat, other than that normally associated with a dwelling, nor shall it create or cause any fire hazard, electrical interference or traffic congestion on the street.
- (3) No part of the premises shall be used primarily as a warehouse or retail outlet and there shall be no external storage of materials, containers, or finished product, except for the temporary storage of harvested crops.
- (4) Subject to more restrictive requirements of professional practice where applicable, one person who is not a resident in the dwelling unit may be employed in the home occupation.
- (5) The operation of kindergarten, daycare or preschool as a home occupation shall be for a maximum of eight children at any one time.
- (6) The operation of a boarding, lodging, or foster home as a home occupation shall not include the keeping of more than four boarders, lodgers, or foster children.
- (7) The operation of a dance school as a home occupation shall be limited to a maximum of eight students at any one time.

Section 300.5 (3) of the ACRD zoning bylaw states that parking spaces located in an A, R, or RM Districts shall be used solely for the parking of private non-commercial vehicles.

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***The permitted uses in the Rural (A2) district do not include a 'Truck Repair Shop' or a 'Shuttle Bus Company'.***

***The 'Truck Repair Shop' does not comply with the 'Home Occupation' definition as the business is not located in the home. Section 6.7 (1) of the ACRD zoning bylaw does not permit other buildings other than the dwelling to be erected for a home occupation. The 'Truck Repair Shop' also does not comply with Section 6.7 (2) as the use of mechanical equipment is not allowed or any other light industrial use and shall not produce noise, vibration, smoke, dust, odour litter, or heat, other than that normally associated with a dwelling.***

***The portion of the 'Shuttle Bus Company' could be classified as a Home Occupation that is run from the dwelling on the property, but the Home Occupation does not allow for the parking and storage of the Shuttle Buses on the property as per Section 300.5 (3) of the zoning bylaw.***

#### **Comments:**

This Non-Farm Use application is the result of a Bylaw Enforcement complaint that was received from the public. All applications related to this property including this Non-Farm Use application to the ALC will be processed accordingly prior to further bylaw enforcement action being taken.

This application for a Non-Farm Use does not comply with the ACRD Zoning Bylaw or the Cherry Creek Official Community Plan.

The Regional District has examined options for home industry in the ACRD Zoning Bylaw rewrite that is currently being undertaken. The proposed Home Industry regulations in the new Zoning Bylaw, which are supported by policies in the Cherry Creek OCP require a minimum lot size of 2 hectares (5 acres) with a 15m setback from the home industry to adjacent properties. It is important to note that the ACRD zoning bylaw has not been amended to reflect the above home industry suggestions, but staff highlights this to outline the feedback received through community consultation.

Due to the proximity to neighbours, the stated objectives and policies in the Cherry Creek OCP, and the non-compliance with the ACRD zoning bylaw, staff does not support the Non-Farm Use application on this property. Planning staff recommend that the Board of Directors deny forwarding this application to the Agriculture Land Commission.

If this Non-Farm Use application was forwarded to the Agriculture Land Commission, and if the Non-Farm Use was approved, the applicant would need to apply to the ACRD for rezoning and an Official Community Plan amendment.

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Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

Submitted by:



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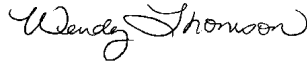
Heather Adair, Planner/Bylaw Officer

Reviewed by:



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Mike Irg, Manager of Planning and Development



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Wendy Thomson, Manager of Administrative Services

**AF15001**

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

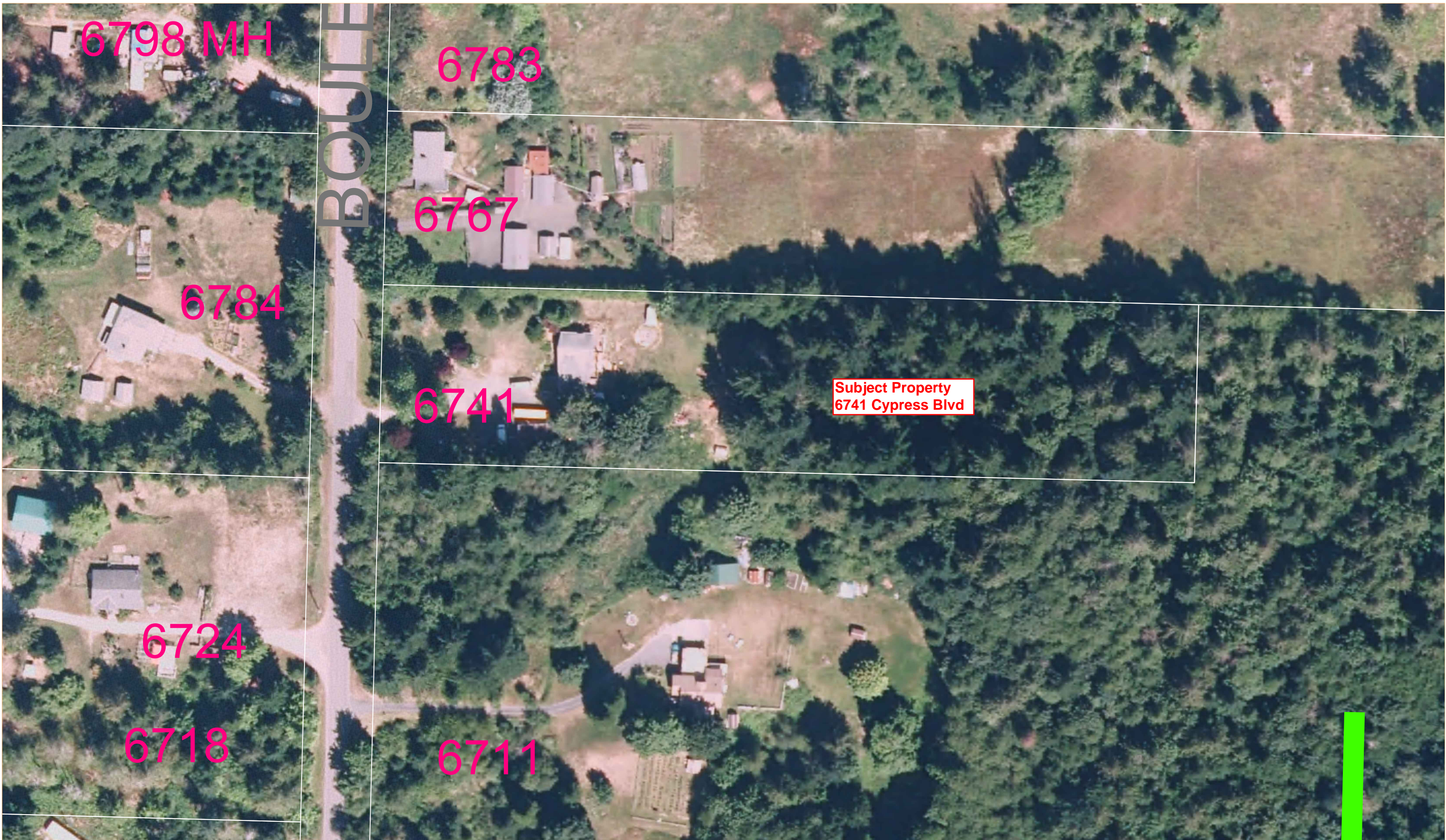












6798 MH

6783

6767

6784

6741

Subject Property  
6741 Cypress Blvd

6724

6718

6711

BOULDER



# Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 54658

**Application Status:** Under LG Review

**Applicant:** Marina Gaiga , Joe Hawkins

**Local Government:** Alberni-Clayoquot Regional District

**Local Government Date of Receipt:** 12/02/2015

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Non-Farm Use

**Proposal:** To continue to operate a home based business. ]Spin Spring 2011 - Spinal Cord Injury BC sci-bc.ca/wp-content/uploads/the-spin-spring-2011.pdf o Cached o Similar Jan 12, 2011 - Meet Port Alberni's Joe Hawkins, diesel mechanic extraordinaire. .... BC Paraplegic Association, 780 SW Marine Drive. Vancouver, British ... Please copy and paste the above link on google search for more information.

## **Mailing Address:**

6741 Cypress Blvd

Port Alberni, BC

V9Y 8T7

Canada

**Primary Phone:** (250) 730-2206

**Mobile Phone:** (250) 735-1466

**Email:** marina@alberniislandshuttle.com

## **Parcel Information**

### **Parcel(s) Under Application**

1. **Ownership Type:** Fee Simple

**Parcel Identifier:** 004-882-733

**Legal Description:** lot 1, plan 11820, District Lot 103, Alberni Land District

**Parcel Area:** 0.1 ha

**Civic Address:**

**Date of Purchase:** 02/01/2001

**Farm Classification:** Yes

#### **Owners**

1. **Name:** Marina Gaiga

**Address:**

6741 Cypress Blvd

Port Alberni, BC

V9Y 8T7

Canada

**Phone:** (250) 735-1466

**Email:** marina@alberniislandshuttle.com

2. **Name:** Joe Hawkins

**Address:**

6741 Cypress Blvd

Port Alberni, BC

V9Y 8T7

## **Current Use of Parcels Under Application**

### **1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**

*At this time there is no agricultural. Plans of agricultural to raise chickens/livestock and have vegetable gardens in the future.*

### **2. Quantify and describe in detail all agricultural improvements made to the parcel(s).**

*A new home/shop has been constructed, a rancher, all wheelchair accessible. There are no agriculture improvements at this time.*

### **3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**

*Shop that does mechanical repairs. Parking of two buses.*

## **Adjacent Land Uses**

### **North**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** residential, no farm activity

### **East**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** residential, no farm activity

### **South**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** residential, no farm activity

### **West**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** residential, no farm activity

## **Proposal**

### **1. How many hectares are proposed for non-farm use?**

*0.1 ha*

### **2. What is the purpose of the proposal?**

*To continue to operate a home based business. ]Spin Spring 2011 - Spinal Cord Injury BC sci-bc.ca/wp-content/uploads/the-spin-spring-2011.pdf o Cached o Similar Jan 12, 2011 - Meet Port Alberni's Joe Hawkins, diesel mechanic extraordinaire. .... BC Paraplegic Association, 780 SW Marine Drive. Vancouver, British ... Please copy and paste the above link on google search for more information.*

**3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.**

*No. The financial costs to do so would terminate the businesses. The owner of the repair shop is a paraplegic and the shop was built to accommodate his needs of being at his home. The paraplegic owner needs to be able to work around his disability on a day to day basis. There are two buses parked on the property for the other owner of the property.*

**4. Does the proposal support agriculture in the short or long term? Please explain.**

*The proposal supports agriculture in the long term as the mechanic shop continues to repair farm equipment/machinery/vehicles to neighbours in our area and as our future in farming continues to grow, it is an asset to our agricultural community to have a local repair shop in the area. The buses are use to transport fish farmers on a contract to their agricultural sites in the fish farming industry.*

**Applicant Attachments**

- Proposal Sketch - 54658
- Certificate of Title - 004-882-733

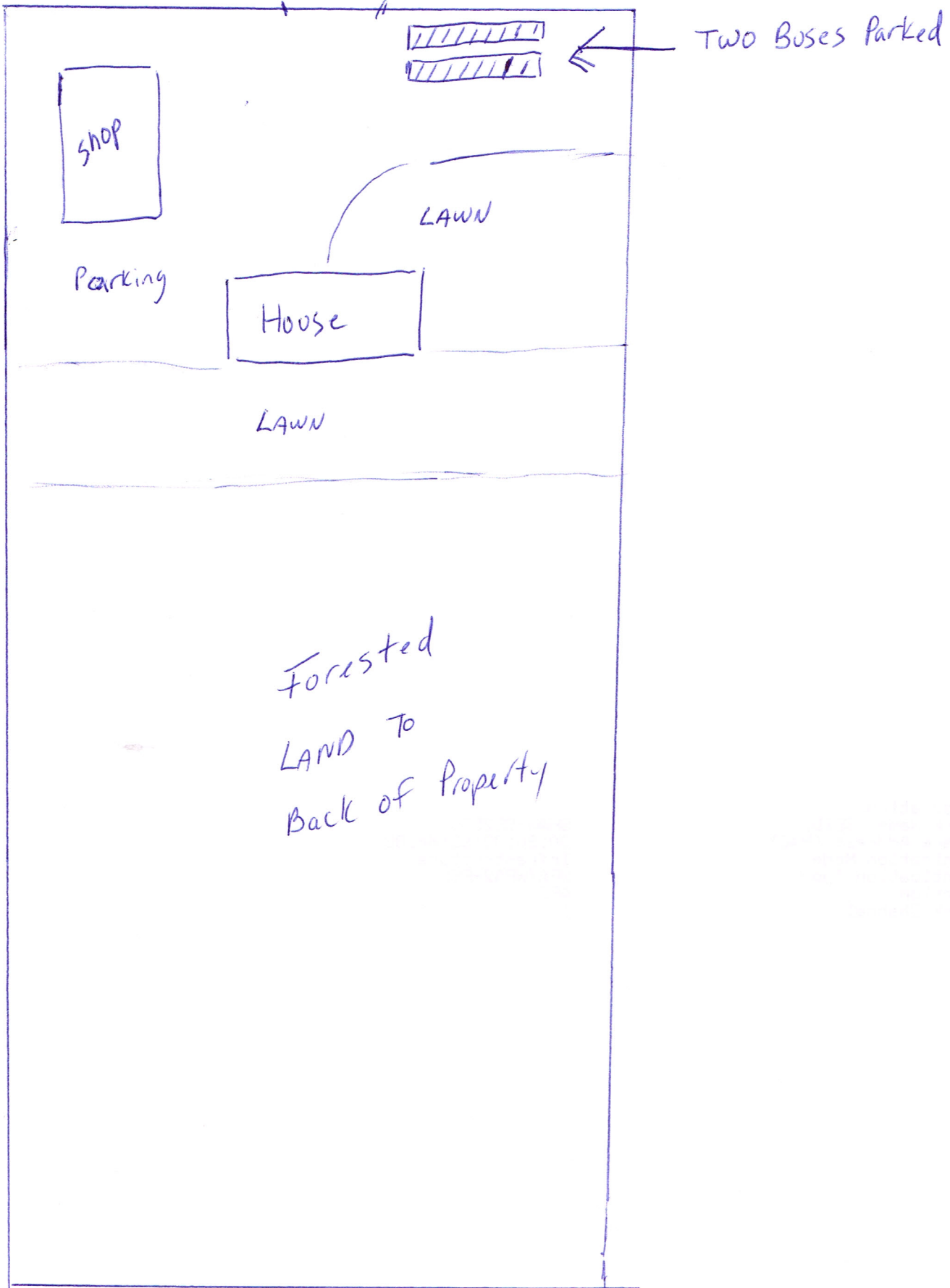
**ALC Attachments**

None.

**Decisions**

None.

← Cypress BLVD →







## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

### Non-Farm Use Application within the Agriculture Land Reserve

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

**Date:** March 01, 2016

**File No.:** AF16001

**Owners:** Bowerman Excavating Ltd. (Lance Goddard, agent)

**Legal Description:** LOT 3, DISTRICT LOTS 125, 162G AND 271, ALBERNI DISTRICT, PLAN  
VIP81247

**Location:** 725 Franklin River Road

**Electoral Area:** Area "F" (Cherry Creek)

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#### **Recommendation:**

*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.*

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**Applicant's Intention:** The applicant intends to host a music festival with ancillary camping, parking and marshalling grounds on the subject property for a three day event in August. The total festival grounds would encompass +/- 17 ha (43 ac) of the subject property and would include separate stage, camping and parking areas with a ticketing and shuttle bus drop off staging area. The applicant intends to obtain permission from the Agricultural Land Commission to host the event at this site for one weekend per year in the summer over a period of 5 years. The "Five Acre Shaker Music Festival" has previously run for the past two years at a 2 ha (5 ac) site in Beaver Creek.

#### **Observations:**

- 1. Property Description:** The subject property slopes steeply down from Franklin River Road to a low lying level area where the fields are located and where McFarland Creek

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Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)

dissects the property. There is a single family dwelling and several outbuildings in the north east portion of the property. The low lying area of the property is primarily developed into pasture that is not currently being actively farmed or utilized. The steeper slopes to the west of the property are forested. There is a gravel extraction and rock crushing operation on the south west and south east portions of the property. A logging road dissects the south west tip of the property.

The music festival would be located in the level pasture area and is split into three separate zones. The ticketing, drop off and parking area would encompass +/- 2 ha (5 ac) at the entrance to the field area at the bottom of the access road. The camping area would encompass +/- 1.5 ha (3.8 ac) to the south of the parking area and to the east of McFarland Creek. The camping area is designed to avoid a low lying marsh area. The event area which includes the stage, food and beverage facilities and games area would encompass +/- 10 ha (25 ac) to the west of McFarland Creek. The area would be accessed over an existing bridge across the creek which will be repaired and improved prior to the event taking place. The festival grounds are designed to avoid any direct impact on McFarland Creek.

2. Provincial soil mapping, which indicates the “land capability for agriculture”, shows that the subject property is covered by a number of soil mapping units. The portion of the property under application where the event would be held is classified as follows:

Unimproved soil conditions = **Class 3 LW**

Improved soil conditions = **Class 3 L**

Land Capability Subclass for Organic Soils

L = Degree of Decomposition - Permeability

Land Capability Subclass for Mineral Soils

W= Excess Water

Soil Capability Class and Subclass explanations are as follows:

**Class 3** – Land in this class has limitations that require moderately intensive management practices or moderately restrict the range of crops, or both.

**Degree of Decomposition – Permeability** – Soil is limited by the degree of decomposition which affects drainage, permeability, capillary rise of water and rate of subsidence. The presence of mineral soil layers may be limiting to optimum crop yield and to drainage.

**Excess Water** – Soils are limited by excess water, other than from flooding, which limits agricultural use. The excess water may be due to poor drainage, high water tables, seepage, and/or runoff from surrounding areas.

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## Services:

- (a) **Sewage Disposal:** On-site sewage disposal. There is a single family dwelling on the property serviced by a septic field. The music festival will not employ any on-site sewage disposal and will be entirely serviced by portable toilets pumped throughout the weekend of the event.
- (b) **Water Supply:** The single family dwelling on the property is connected to the City of Port Alberni water system. There is no water access into the field where the event will take place. The applicants will need to provide all the potable water required for the music festival.
- (c) **Fire Protection:** The property is not within a fire protection area. In the event of a fire the applicants would be responsible for any fire suppression themselves. Options for emergency fire suppression may include utilizing water trucks and pumping water from McFarland Creek.
- (d) **Access:** The site is accessed via a shared driveway that dissects the neighbouring property located at 757 Franklin River Road. The access driveway provides access into the field with one bridge crossing McFarland Creek to access the west side of the creek where the music stage and camping areas would be located. The bridge crossing will be repaired and upgraded by the property owner to accommodate the traffic required by the event organizers. There will be no personal vehicle access over the bridge for attendees during the event.

There is another road access into the south end of the property where the gravel pit is located. This access is gated and traverses through the neighbouring privately owned forest resource land to the south of the property.

### 3. Existing Planning Documents Affecting the Site:

- A. **Agricultural Land Reserve:** Approximately 40 ha (99 ac) of the total 69.5 ha (172 ac) lies within the Agricultural Land Reserve. The portion of the property lying within the ALR encompasses almost the entirety of the level, low lying areas including the field area where the music festival would take place.

The *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* designates permitted uses within the ALR and a non-farm use application is required to allow any use not allowed by the legislation. This non-farm use application is required to allow the music festival on the subject property.

- B. **Official Community Plan:** The Cherry Creek OCP designates the property as Resource Use. The OCP supports forestry, agriculture, aquaculture, public and private utilities and communications uses on lands designated as Resource Use. The music festival does not comply with the Resource Use designation in the Cherry Creek OCP. Policy 3.2.12 of the OCP allows for temporary permits to be considered within all land use designations. The proponents are applying for a

## AF16001

temporary use permit to allow for the music festival to take place on the subject property.

No Development Permit will be required for the event provided that no permanent buildings are constructed and no land clearing or land alteration takes place specific to hosting the music festival.

- C. **Zoning:** The property is split zoned Forest Rural (A3) District and Forest Reserve (A4) District. The A4 zoned portion of the property is +/- 17 ha (43 ac) in area and located on the south west corner of the property on the south side of the logging road that dissects the parcel. The A3 zoned portion is the remainder of the property lying to the north of the logging road amounting to +/- 52.5 ha (129 ac) of land. The music festival would be located on the portion of the property encompassed by the Forest Rural (A3) District zoning. A music festival is not a permitted use in the A3 District.

Section 493 of the *Local Government Act* allows the Regional District to issue a temporary use permit, by resolution, in areas that are designated in an Official Community Plan. A temporary use permit may allow for a use not permitted under the Zoning Bylaw and specify conditions under which the temporary use must be carried.

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

The temporary use permit is an application made to the Regional District and is a separate process from the non-farm use application to the Agricultural Land Commission. Aside from ALC approval, there are a number of issues that will need to be resolved in the temporary use permit before planning staff will support the music festival taking place at this location. These may include, but are not limited to, the following:

- 1) Approval from the Agricultural Land Commission
- 2) Protection of land during event and restoration of land post event
- 3) Geotechnical capability for the soil to suitably accommodate the event
- 4) Total event capacity including tickets, camping and parking
- 5) Special event liability insurance
- 6) Access and egress to and from the site
- 7) Fire protection
- 8) First aid and emergency medical facilities
- 9) Security and fencing
- 10) Water supply – both potable water and water for fire suppression

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- 11) Sanitary Facilities
- 12) Liquor and food vendor licensing
- 13) Garbage, recycling, wastewater collection and removal
- 14) Power to service the festival grounds where required
- 15) Lighting
- 16) Noise control

Written support and/or approval will be sought from a number of affected agencies including the Ministry of Transportation with respect to access/egress, Ministry of Health with respect to public health, RCMP with respect to security and the Liquor Control and Licensing Branch.

The proponents are finalizing the details of their temporary use permit application. The non-farm use application is the first step in the approval process for the event to locate at this property.

### **History:**

1. The Agricultural Land Commission (ALC) considered an application from the previous property owner in 2000 to allow gravel extraction on a 5.25 hectare (12.9 acre) portion of the property in the south east. The gravel extraction and reclamation “to enhance the agricultural capability of the property” was approved by the ALC by Resolution #330/2000. This area is located where the current gravel pit is operated on the south east portion of the property. The rock quarrying operation has since expanded into non-ALR land in the south west portion of the property.
2. The 69.5 ha (172 ac) subject property was created by subdivision in 2006 when three adjoining parent parcels amounting to a total of 98.49 ha (243 ac) were subdivided into four lots. The four lot subdivision resulted in two vacant lots created to the north of the subject property – one being 13.3 ha (32.8 ac) and the other being 14.7 ha (36.3 ac) – and one lot being 1.87 ha (4.6 ac) in size containing an existing single family dwelling to the east of the subject property. Historically the parent parcels formed the Port Potato Farm properties where potatoes and other crops were cultivated on up to 120+ acres from the 1950s to the early 2000s. Since commercial potato cultivation ceased operation the fields have been primarily left for pasture with intermittent hay crops and domestic cattle and horses.

### **Comments:**

1. There are a number of factors that need to be resolved or accommodated to host a safe and suitable music festival at this site. Many of these issues are listed previously in this report and will need to be resolved prior to final approval of the temporary use permit to allow the event at this property. The issues that directly relate to the agricultural capability, and the impact that the proposed non-farm use will have on the agricultural

### **AF16001**

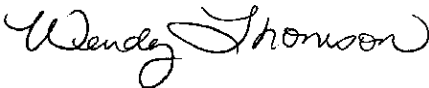
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Electoral Areas "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



viability at this site, are discussed in this report. Approval of the non-farm use application is ultimately decided upon by the Agricultural Land Commission should the ACRD Board choose to forward the application for their consideration.

2. From the perspective of planning staff, the protection of agricultural land during the event and restoration of land after the event are the primary issues with this non-farm use application. The applicants have committed to the following to mitigate the effects the festival will have on the agricultural property:
  - a. Shuttle buses will be utilized by organizers, with off-site parking located in the City, to minimize the number of vehicles parking at the site in order to reduce soil compaction.
  - b. No permanent structures, roads or paved surfaces will be built on site.
  - c. An environmental fee will be included with the ticket price which will be utilized after the event is complete to help condition the soil.
  - d. The layout of the event will be switched each year to allow heavily used portions of the property to naturally regenerate porosity.
  - e. Spill containment trays will be placed underneath all generators, fuel processing equipment and fuel storage areas to ensure no spilled liquids enter the environment.
  - f. Portable toilets will be used on site and pumped out throughout the event weekend.
  - g. Garbage and recycling bins will be made available at the site and a "green team" will be established to maintain the bins, pick up litter and generally monitor the site. All solid waste will be hauled away immediately following the event.
  - h. The applicants will submit a post event report to the ALC no later than 90 days following the event to report on the site condition and measures put in place to condition the land post event.
  
3. Given the planning completed by the organizers of this event to mitigate any impact on the ongoing viability of agricultural land at this site and the minimal impact of hosting the festival over one three day summer weekend per year, planning staff supports this application being forwarded to the Agricultural Land Commission for their consideration.

Submitted by:   
\_\_\_\_\_  
Alex Dyer, Planner

Reviewed by:   
\_\_\_\_\_  
Wendy Thomson, Manager of Administrative Services

**AF16001**

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

# Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 54935

**Application Status:** Under LG Review

**Applicant:** BOWERMAN EXCAVATING LTD.,INC.NO.BC060B910

**Agent:** Lance Goddard

**Local Government:** Alberni-Clayoquot Regional District

**Local Government Date of Receipt:** 02/22/2016

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Non-Farm Use

**Proposal:** The purpose of this proposal is to have the ALC consider issuing a 5 year permit to host a music festival and camping area on the above stated parcel. The music festival will be a three day event in August and will be the only use of the field for the entire year. The field area is not currently being used for any agricultural purposes and the owner has no intention of using the property for agricultural in the future. Since we are applying for a permit on a property within the ALR we feel it is our due diligence as event promoters that we put procedures in place to mitigate the effects a festival can have on agricultural property. Below are some procedures we are committed to put in place to insure as little impact to the land as possible. Soil: -Shuttle buses will be put in place by the organizers to reduce vehicles on site in order to reduce soil compaction. -No permanent structures/roads/paving will be built on the site. -An environmental fee will be added to the ticket price. After the event is complete organizers will use the environmental fee to help condition the soil. -Each year the organizers will switch the layout of the festival. This will allow the sections that were heavily used the previous year to regenerate porosity. -Spill containment trays will be placed underneath every generator and under any fuel processing equipment as well as underneath stored fuel to ensure there are no spilled liquids going onto the ground. Waste Management -Porta potties will be on site and will be serviced by a pumper truck throughout the weekend. -Ample garbage and recycling bins will be available. The organizers will establish a green team that will maintain garbage and recycle bins, do litter picks and monitor porta potties and hand wash stations. -A roll of bin will be delivered to the site prior to the event starting and waste will be hauled away after the event. -A post event report will be submitted to the ALC no later than 90 days after the event and will report on the site condition post event as well as measures put in place to condition the land post event.

## Agent Information

**Agent:** Lance Goddard

**Mailing Address:**

5771 Beaver Creek Road

Port Alberni, BC

V9Y 8X5

Canada

**Primary Phone:** (250) 720-6781

**Mobile Phone:** (250) 266-0487

**Email:** lancegoddard@shaw.ca

## Parcel Information

**Parcel(s) Under Application**

1. **Ownership Type:** Fee Simple  
**Parcel Identifier:** 026-808-471  
**Legal Description:** LOT 3, DISTRICT LOTS 125, 162G AND 271, ALBERNI DISTRICT, PLAN VIP81247  
**Parcel Area:** 71.2 ha  
**Civic Address:** 725 Franklin River Rd, Port Alberni, BC V9Y V0R  
**Date of Purchase:** 10/25/2007  
**Farm Classification:** No  
**Owners**

1. **Name:** BOWERMAN EXCAVATING LTD.,INC.NO.BC060B910  
**Address:**  
6255 FERGUSON ROAD  
PORT ALBERNI, BC  
V9Y 8L4  
Canada  
**Phone:** (250) 723-8775  
**Email:** bowermanexcavating@shaw.ca

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## **Current Use of Parcels Under Application**

- 1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**  
*Not all the land in this parcel is under the ALR. The section of land that is within the ALR is 100% hay.*
- 2. Quantify and describe in detail all agricultural improvements made to the parcel(s).**  
*There have been no agricultural improvements in the past 10 years.*
- 3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**  
*On the south end of the parcel there is active rock quarry. The rock quarry is not within the ALR*

## **Adjacent Land Uses**

### **North**

**Land Use Type:** Residential  
**Specify Activity:** Residential non farm status with 2 STY house standard

### **East**

**Land Use Type:** Other  
**Specify Activity:** Forest Resource - Logging Roads and Bridge

### **South**

**Land Use Type:** Other  
**Specify Activity:** Resource Use- Rock Quarry and privately managed forest resource

### **West**

**Land Use Type:** Other  
**Specify Activity:** Forest Resource- Privately managed Forest Resource

## Proposal

### 1. How many hectares are proposed for non-farm use?

20 ha

### 2. What is the purpose of the proposal?

*The purpose of this proposal is to have the ALC consider issuing a 5 year permit to host a music festival and camping area on the above stated parcel. The music festival will be a three day event in August and will be the only use of the field for the entire year. The field area is not currently being used for any agricultural purposes and the owner has no intention of using the property for agricultural in the future. Since we are applying for a permit on a property within the ALR we feel it is our due diligence as event promoters that we put procedures in place to mitigate the effects a festival can have on agricultural property. Below are some procedures we are committed to put in place to insure as little impact to the land as possible. Soil: -Shuttle buses will be put in place by the organizers to reduce vehicles on site in order to reduce soil compaction. -No permanent structures/roads/paving will be built on the site. -An environmental fee will be added to the ticket price. After the event is complete organizers will use the environmental fee to help condition the soil. -Each year the organizers will switch the layout of the festival. This will allow the sections that were heavily used the previous year to regenerate porosity. -Spill containment trays will be placed underneath every generator and under any fuel processing equipment as well as underneath stored fuel to ensure there are no spilled liquids going onto the ground. Waste Management -Porta potties will be on site and will be serviced by a pumper truck throughout the weekend. -Ample garbage and recycling bins will be available. The organizers will establish a green team that will maintain garbage and recycle bins, do litter picks and monitor porta potties and hand wash stations. -A roll of bin will be delivered to the site prior to the event starting and waste will hauled away after the event. -A post event report will be submitted to the ALC no later than 90 days after the event and will report on the site condition post event as well as measures put in place to condition the land post event.*

### 3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.

*Given the nature of music festivals there are a lot of considerations to be made when finding an adequate location. Impact on the land, noise, safety, fire and overall health and safety of those attending the event and those who live around the event are some examples of the considerations. In order to run a safe event the location must be in an area that can be accessed by emergency response equipment such as fire trucks and ambulances. The location must also be out of city limits enough so not to expose many homes that live on small residential lots. Furthermore, the property must be an adequate size to that allows participants to access and egress in a safe manner. The proposed parcel is able to meet all the health and safety requirements and through diligent planning we can work with the land to insure it maintained to an agricultural standard.*

### 4. Does the proposal support agriculture in the short or long term? Please explain.

*No, however we are committed to working with the ALC and all governing bodies to put systems in place to mitigate any negative effect a music festival could have on the land. We also are committed to giving back to the land through an environmental fee that each user will pay that will allow us to help support the agricultural capacity of the parcel.*

## Applicant Attachments

- Agent Agreement - Lance Goddard
- Proposal Sketch - 54935
- Site Photo - 360 Panoramic of property
- Certificate of Title - 026-808-471

I (we) Bowerman Excavating Ltd.  
Printed/typed name(s) of landowner(s)

hereby appoint LANCE GODDARD to  
Printed/typed name of agent

make application to the Agricultural Land Commission as agent on my/our behalf with respect to  
the following parcel (s): *Insert legal description for each parcel under application*


LOT 3, DISTRICT LOTS 125, 162G AND 271, ALBERNI DISTRICT, PLAN VIP81247

I LANCE GODDARD understand that as  
Printed/typed name of agent

agent, I am required to ensure that all landowners are provided with information being  
submitted to and received from the Agricultural Land Commission.

Signature(s) of landowner(s):

 Craig Bowerman FEB 13/2016  
Signature Printed Name Date

 LANCE GODDARD FEB 18/2016  
Signature Printed Name Date





Games Area

Smoking Area

Stage

Ticketing & Shuttle Round About

Water Truck

Entry Point

Access & Egress

Water Truck

Port-A-Potties

Beer Gardens

Food Vendors

**Parking Area  
16800m<sup>2</sup>**

Water Truck

First Aid Trailer

Smoking Area

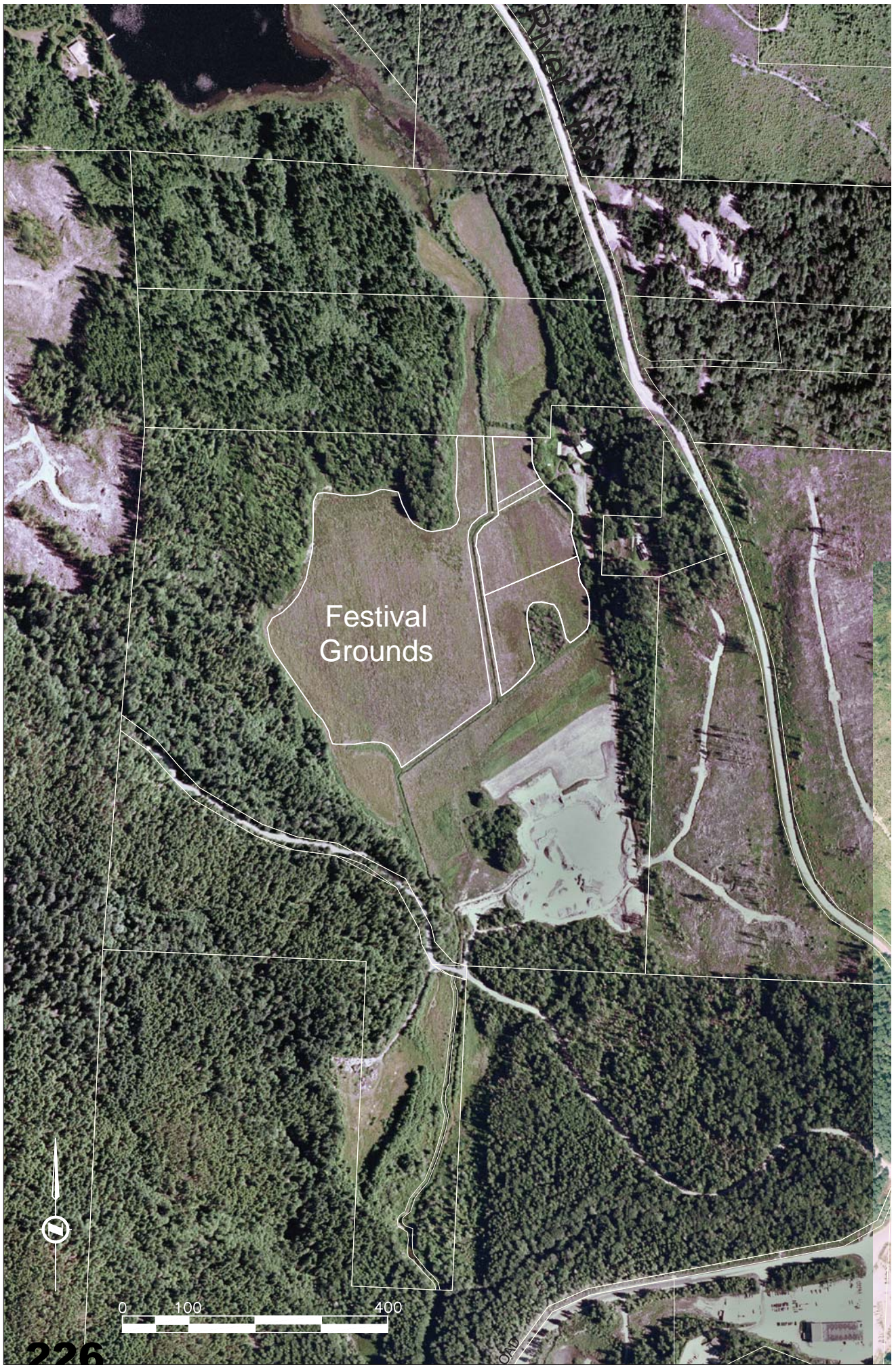
**Event Area  
106386.34 m<sup>2</sup>**

Port-A-Potties

Smoking Area

**Camping Area  
15200m<sup>2</sup>**





Festival  
Grounds



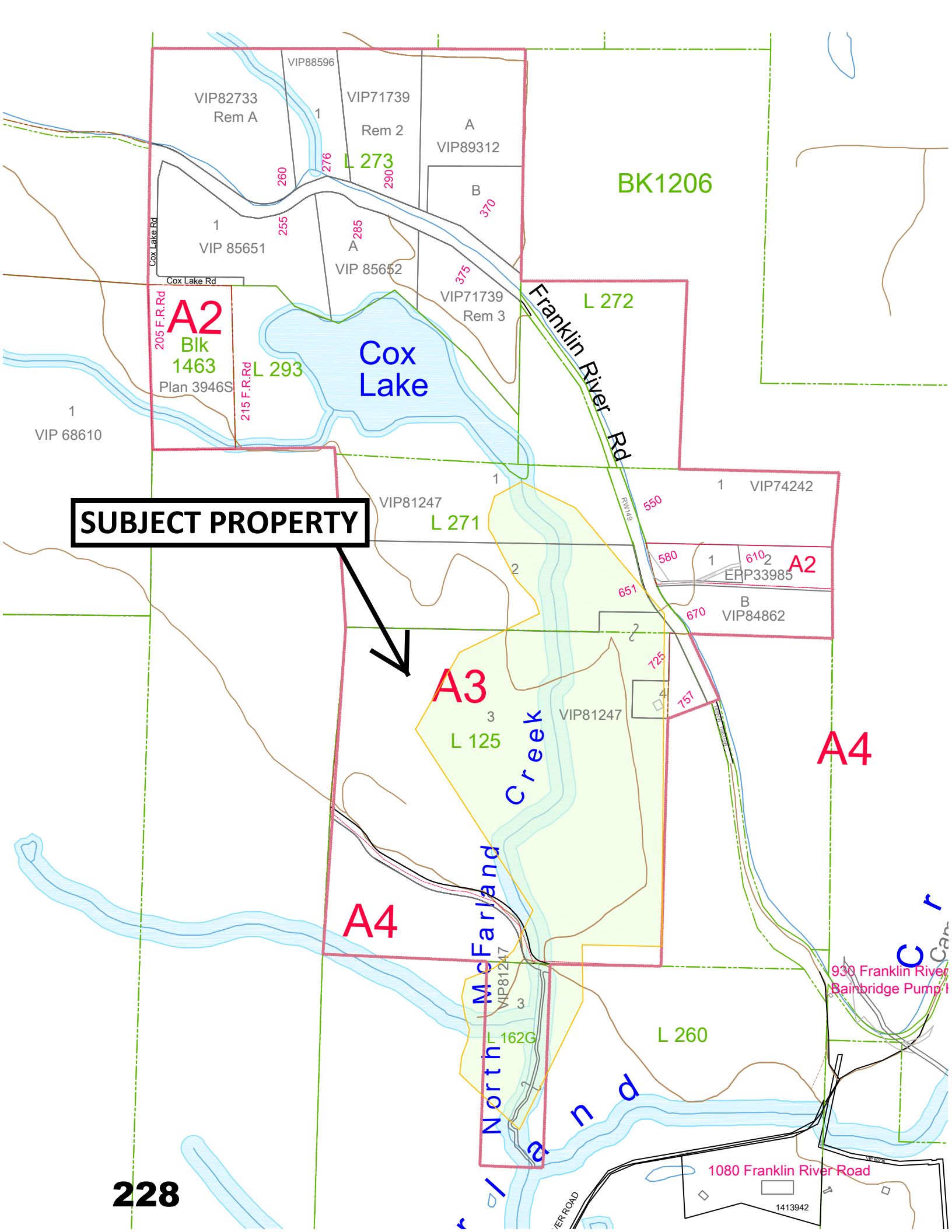




Festival  
Grounds







**SUBJECT PROPERTY**

**A3**  
L 125  
VIP81247

**A2**  
Blk  
1463  
Plan 3946S

**BK1206**

**A4**

**A4**

**228**

1080 Franklin River Road

930 Franklin River  
Bainbridge Pump/

VIP 68610

VIP82733  
Rem A

VIP71739  
Rem 2

VIP89312  
A

VIP 85651

VIP 85652  
A

VIP71739  
Rem 3

VIP81247  
L 271

VIP74242

EPP33985  
A2

VIP84862  
B

VIP81247

North  
McFarland  
Creek

L 162G

L 260

1413942

**To:** Board of Directors

**From:** Russell Dyson, Chief Administrative Officer

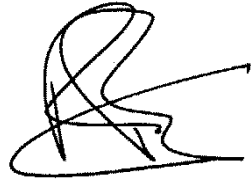
**Date:** March 4, 2016

**Subject:** Staff Report

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The following is an update on projects that Regional District Administration department are currently working on in addition to daily duties:

- 2016 Budget preparation, community presentations to Bamfield, Beaver Creek and the City of Port Alberni;
- AV Regional Airport Runway Extension - responding to information requests; meetings with license holders; FLNR application, tender process initiated;
- AV Regional Airport Preparation of lease lots;
- Salmon Beach Services – Assess water study results; refer to Island Health
- Negotiations with regards to various land interests;
- Background work for June 2016 Exercise Coastal Response – Attended planning session, developing local response, meetings with mid-island group;
- Coordinating EOC training for ACRD staff, City of Port Alberni and volunteers;
- Meeting with Yuułu?if?ath First Nation to discuss emergency planning;
- Discussions for improved Somass River monitoring;
- Electoral Area Initiatives;
- Continued Woodstove Exchange Program;
- Implementation ESS Services through Canadian Red Cross Society;
- EOC Upgrades, personnel overview and training development;
- Reception Centre planning with the City of Port Alberni;
- Regional Water Supply Study – Sproat Lake
- Amending Sproat Lake Volunteer Fire Department Boundaries to include additional properties in the area;
- Personnel Issues;
- Meeting with CAO, Tofino and Manager of Finance, Ucluelet to discuss regional parks and West Coast initiatives.



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





## MEMORANDUM

**TO:** Regional Board of Directors

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

**DATE:** March 2, 2016

**RE:** **Monthly Activity Report – Planning and Development**

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<b>2014 Total</b>	<b>2015 Total</b>	<b>APPLICATION</b>
10	2	Rezoning
25	6	Development Permit and Development Variance Permit
4	4	Subdivisions
1	0	Agricultural Land Reserve
1	0	Board of Variance
11	0	Crown Leases
33	1	Bylaw Enforcement
18	2	Miscellaneous
102	15	TOTAL APPLICATION RECEIVED

Applications are taking up a significant amount of time with 11 new applications this month.

AVRA long term lease subdivision application to MOTI.

AVRA airport runway expansion project.

Work continues on the new zoning bylaw, with a second round of public consultation scheduled for this spring.

Mike Irg, Manager of Planning and Development

**Alberni-Clayoquot Regional District**  
**Staff Action Items by Department and Date**  
**Update to the Board of Directors as of March 3, 2016**

#	Date	Action Item	Assigned to	Target Date/Update
<b>Administration Department</b>				
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 <sup>th</sup> 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	Ongoing
3.	April 9th Board	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings.	Reconcil. Committee	Committee to review status
4.	Feb. 11 <sup>th</sup> Board	Consult with interests of the AVRA expansion including Greenmax, SD#70, Ministry of Forests Lands and Natural Resource Operations and Hupacasath First Nation.	Russell	Ongoing
5.	May 27 <sup>th</sup> Board	Assessment of Tseshaht First Nation water system expansion to Bell & Stuart roads waiting further information from the Tseshaht First Nation.	Russell	TFN Assessing water system
6.	Sept. 16 <sup>th</sup> Special Board	Coastal Response Local Planning Committee to prepare a report outlining a local plan to participate in the June 2016 Coastal Response Exercise.	Russell	Awaiting feedback EMBC
7.	Sept. 16 <sup>th</sup> AV & Bamfield Services Comm.	A 3 person committee made up of the CAO, Chairperson Osborne and Director McNabb was established to continue to meet with the Tseshaht First Nation to discuss tenure at the AV Landfill - arrange next meeting.	Russell	Chair to contact TFN
8.	Oct. 14 <sup>th</sup> Board	The Board directed staff to investigate the possibility of assisting Alberni Valley Transition Towns Society with office space for their part time coordinator.	Alex	Concluded no space provided
9.	January 25 <sup>th</sup> AV & Bamfield	The AV & Bamfield Services Committee directed 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	Met CPA Report to come
10.	January 27 <sup>th</sup> Board	Invite the Managed Forest Council to make a presentation to the ACRD Board and provide an update on their mandate.	Wendy	Arranging
11.	February 10 <sup>th</sup> Board	Organize a workshop regarding the United Nations Declaration on the Rights of Indigenous	Russell	In process

#	Date	Action Item	Assigned to	Target Date/Update
		Peoples and specific local government actions from the Truth and Reconciliation Commission with First Nations leaders with Nuu-chah-nulth Tribal Council President Deb Foxcroft.		
12.	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 <sup>th</sup>
13.	February 24 Board	Forward a letter of support to the Toquaht Nation regarding their initiative "Partners in a New Canada: building a legacy of strong reconciliation" for a grant through the Canada 150 Fund	Wendy	Done
14.	February 24 Board	Endorse the City of Coquitlam's resolution to the Federation of Canadian Municipalities and Union of British Columbia Municipalities regarding amendments to the Federal Government's Build Canada grant program, National Infrastructure Component.	Wendy	Done
15.	February 24 Board	Apply on behalf of the Alberni-Clayoquot Health Network for funding through the BC Healthy Communities Capacity Building Fund - Plan H Stream Two	ACHN Coordinator	Done
16.	February 24 Board	Adoption of "Bylaw A1081 cited as Cherry Creek Community Parks Management Bylaw, 2016	Wendy	Done
<b>Finance Department</b>				
17.	February 24 Board	Board of Directors give first reading to Bylaw cited as "Bylaw F1125, 2016 to 2020 Alberni-Clayoquot Regional District Financial Plan with amendments – update for 2 <sup>nd</sup> Reading.	Andrew	Done
<b>Environmental Services Department</b>				
18.	May 11/11 <sup>th</sup> AV Comm.	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill.	Russell	In progress
19.	June 13/12 <sup>th</sup> BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners.	Luc	Design in progress – GPS Complete
20.	Oct. 10/12 <sup>th</sup> Board	Work with the Air Quality Council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni's bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal.	Russell	Drafting a bylaw for board review
21.	Nov. 13 <sup>th</sup> Board	The ACRD Board adopted the ACRD Contractor Safety and Coordination Policy as presented – Implement the Policy & provide copies to all ACRD Contractors.	Russell	In progress
22.	June 10 <sup>th</sup>	The Board of Directors adopt the following	Janice/	Site visit

#	Date	Action Item	Assigned to	Target Date/Update
	Board	implementation policy for penalties at the Alberni Valley Landfill: <ul style="list-style-type: none"> <li>• Commencing January 1, 2016, a surcharge of 50% of the current tipping fee for loads containing more than 10% of corrugated cardboard;</li> <li>• Commencing July 1, 2016 a surcharge of 100% of the current tipping fee for loads containing more than 5% of corrugated cardboard</li> <li>• Update ACRD policy book etc.</li> </ul>	Andrew	complete preparing procedures and practices
23.	Aug. 12 <sup>th</sup> Board	Prepare a report for the next West Coast Committee regarding review of lease rates at the Long Beach Airport.	Andrew/ Janice/Mark	In Progress
24.	Sept. 9 <sup>th</sup> Board	Refer the correspondence from the District of Tofino regarding working with Eco West on green infrastructure to staff for consideration and report back to the West Coast Committee and then the Board of Directors – Prepare a report for consideration at the October 7 West Coast Committee Meeting.	Andrew	No Progress
25.	November 25 <sup>th</sup> Board	The Board of Directors referred the report on the Alberni Valley Organics Diversion Strategy to the Alberni Valley & Bamfield Services Committee for further discussion.	Andrew/ Janice / Russell	In Consultation with CPA
26.	February 10 <sup>th</sup> 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 options and report back to the AV Committee with possible funding options for the ACRD share of the project costs.	Andrew/ Janice/Pat	In Progress
<b>Planning Department</b>				
27.	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
28.	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
29.	May 27 <sup>th</sup> EA Directors	Zoning Bylaw Text Amendment for Riparian Setbacks within all Electoral Area Official Community Plan Areas - The EA Directors passed a resolution instructing	Mike	Planning staff to review

#	Date	Action Item	Assigned to	Target Date/Update
		planning staff to re-designate major and minor streams within all electoral area official community plan areas.		
30.	May 27 <sup>th</sup> EA Directors	Electoral Area Directors Committee instructed staff to bring a report to the Board on options for dealing with vacation rentals.	Mike	Planning staff to review
31.	May 27 <sup>th</sup> Board	The Board approved the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with: <ol style="list-style-type: none"> <li>1. All structures to meet BC Building Code;</li> <li>2. "Use at own risk" signage is provided;</li> <li>3. Material and construction costs are not from public funds;</li> <li>4. Future Maintenance and Inspection to be performed by ACRD;</li> </ol> As outlined in the staff report dated November 20, 2014 – Proceed with the project.	Luc	In progress
32.	May 27 <sup>th</sup> Board	Work with West Coast Aquatic and bring back a recommendation to the Board on partnering with West Coast Aquatic in habitat restoration, protection and enhancement projects.	Mike	Planning staff to review
33.	Oct. 9 <sup>th</sup> 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
34.	Nov. 4 <sup>th</sup> 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	Spring 2016
35.	February 10 <sup>th</sup> Board	Staff to investigate China Creek Marina and Campsite lease and road upgrades.	Mike/ Wendy	March 31
36.	February 10 <sup>th</sup> Board	Staff report to the Board what trail maps the ACRD provides on the ACRD Website	Mike	
37.	February 10 <sup>th</sup> Board	Forward the Funding for Agricultural Rainwater Harvesting Systems Resolution to the Association of Vancouver Island and Coastal Communities for consideration at the 2016 Annual General Meeting and Conference.	Alex/Wendy	Done waiting for background info
38.	February 24 Board	Request the Ministry of Transportation improve the entrance into the Alberni Valley and access to Coombs Country Candy.	Mike	Done

Issued: March 3, 2016



## CWFS Update

Hello CWFS board of directors, members and staff

It's a busy winter for Central Westcoast Forest Society! Mandala Smulders is doing an excellent job managing CWFS in my absence. I cannot say enough good things about the work she is doing. Thank you again Mandala! We are also lucky to have Tom Balfour working for us and as of just recently Emily Grubb. Two great new additions to the CWFS crew.

The CWFS restoration crew are working hard planting trees at Twin Rivers or Chenatha Creek in the Toquaht First Nation's traditional territory. Douglas-fir and western redcedar, western hemlock and Sitka spruce are being planted along the banks of this stream where the old-growth forest has blown-down as result of the adjacent logging activity. With the help of a professional tree topper wildlife trees were also made in the second-growth forests. As these trees decay they will provide a diversity of important habitat niches for wildlife.

At Ah'ta'apq Creek in Hot Springs Cove the CWFS Ahousaht and Hesquiaht restoration crews have teamed up to restore this important salmon bearing stream. The crew is busy planting trees in areas severely impacted by historic logging and the subsequent landslide activity. The young conifers will grow, providing shade and helping to moderate water temperatures, reduce erosion, runoff, and provide a long term source of nutrients and large woody debris.

Keep your eyes open for the new fish crossing signs on Highway 4 where the 2 new culverts were installed last summer in the Tla-o-qui-aht First Nation's traditional territory. Thanks to help from TFN the creeks were given Nuuchah-nulth names!

Our winter speaker series is well under way. We have already had a number of great presenters, Warren Warttig from Mountain Avian Rescue Society (and CWFS board member) gave an excellent presentation a few weeks back to a packed house. Dr. Audrey Pearson gave a presentation last week on ecosystem resiliency and restoration.

Dr. Audrey Pearson and CWFS will be submitting an application to the CBT for a research grant to study the riparian habitat conditions in the Chinook Watersheds in Clayoquot Sound. Dr. Pearson also presented her research proposal to the Clayoquot Salmon Round Table, garnering a letter of support from the Table and DFO.

With the help of some enthusiastic kids and teachers from Wickaninnish Elementary, CWFS is building a rain garden at Centennial Creek. The rain garden is located just behind the school ball field. An area of forest that was used as a dump for stumps and material during the construction of the community centre. The rain garden is designed to help restore ecological integrity and improve water quality. Moreover it is an excellent

opportunity to get the children involved in habitat restoration, to learn about water quality, wildlife habitat and to get their hands dirty planting trees in their own backyard.

On top of all these great projects that crew is also finding time to write applications and finish up year end reporting. Great work team!

Jessica

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Jessica Jean Hutchinson, M.Sc., EP

O: 250-726-2424

C: 250-266-0113



CENTRAL WESTCOAST  
FOREST SOCIETY