



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JANUARY 11, 2017, 1:30 pm

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items required 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u> <i>(conflict of interest or gifts)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – December 9, 2016	6-18
<i>THAT the minutes of the Board of Directors meeting held on December 9, 2016 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)</u>	
a. Teresa Ludvigson, Executive Director, Ed Francoeur, President, Carol Chipman, Vice-President, West Coast General Hospital Foundation Introductions, Role with the Hospital Foundation and Identification of Priorities for the Hospital in 2017.	
b. Gail Horvath, Joe Van Bergen, Sproat Lake Residents Lack of Road Maintenance and Safety for Lake Residents	19
6. <u>CORRESPONDENCE FOR ACTION</u>	
a. REQUEST FOR MEMBERSHIP RENEWAL	20-21
Federation of Canadian Municipalities, December 23, 2016, Regarding Request for 2017 Renewal of Membership in the amount of \$5,298.58. (Attachments held in office)	
Possible Motion:	
<i>THAT the Alberni-Clayoquot Regional District renew membership in the Federation of Canadian Municipalities for 2017 in the amount of \$5,298.58.</i>	
7. <u>CORRESPONDENCE FOR INFORMATION</u>	

- | | | |
|----|--|--------------|
| a. | DISTRICT OF SECHelt
Request to Western Canada Marine Response Corp.(WCMRC) to Make a Presentation to the 2017 AVICC Convention and Response from WCMRC | 22-23 |
| b. | DISTRICT OF KITIMAT
News Release & Open Letter to Canada Regarding Value to Our Country by Adding Value to Our Resources | 24-26 |
| c. | ISLAND CORRIDOR FOUNDATION
Board Meeting Notes October 2016 | 27-30 |
| d. | ISLAND COASTAL ECONOMIC TRUST
Live Here, Work Anywhere: ICET Helping Communities Attract Global Tech Sector | 31-32 |
| | Main Street 2.0 – Tofino to Launch \$550 K Downtown Revitalization | 33-34 |
| e. | CITY OF PORT ALBERNI
City of Port Alberni Appointments to Alberni-Clayoquot Regional District for 2017 | 35 |
| f. | MINISTRY OF EDUCATION
Public Input Sought on Rural Education | 36-39 |
| g. | FEDERATION OF CANADIAN MUNICIPALITIES
CRTC Decision on Broadband Internet | 40-41 |
| h. | SQUAMISH-LILLOOET REGIONAL DISTRICT
BCAS Dispatch Protocols to Highline RD, D’Arcy, BC | 42-43 |
| | Volunteer Fire Departments on Private Land | 44-45 |
| i. | PORT ALBERNI MARITIME HERITAGE SOCIETY
Report on 2016 Alberni-Clayoquot Regional District Grant-In Aid - Use of Funds | 46 |
| | Winter Newsletter | 47-48 |
| j. | VANCOUVER ISLAND ECONOMIC ALLIANCE
Conference Board of Canada Event – January 25 – Is the Strength of the Island Economy Sustainable | 49-52 |

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

8. REQUEST FOR DECISIONS & BYLAWS

- | | | |
|----|--|--------------|
| a. | REQUEST FOR DECISION
Finance Warrant No. 572 | 53-80 |
|----|--|--------------|

THAT the Board of Directors approves Finance Warrant Number 572 in the amount of \$1,754,463.66 dated December 31, 2016.

- | | | |
|----|--|--------------|
| b. | REQUEST FOR DECISION
Bamfield Water System Water Treatment Plant Temporary Borrowing | 81-84 |
|----|--|--------------|

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017”.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017”.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017”.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017”.

c. REQUEST FOR DECISION

85-88

Revenue Anticipation Borrowing Bylaw No. F1128

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

d. REQUEST FOR DECISION

89

Resolution – Signing Authority for Banking Purposes

THAT the Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:

1. The following Directors have signing authority:

- i. John Jack, Chairperson*
- ii. Josie Osborne, Vice-Chairperson*

2. The following Staff members have signing authority:

- i. Russell Dyson, Chief Administrative Officer*
- ii. Teri Fong, Manager of Finance*
- iii. Wendy Thomson, Manager of Administrative Services*

3. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members.

- e. **REQUEST FOR DECISION** **90-91**
Infrastructure Planning Grant Application

THAT the Alberni-Clayoquot Regional District Board of Directors apply for a \$10,000 Infrastructure Planning Grant from the Ministry of Community, Sport, and Cultural Development for the Millstream Water System.

- f. **REQUEST FOR DECISION** **92-95**
Art of Hosting Workshop – January 24-26, 2017

THAT the Alberni-Clayoquot Regional District Board of Directors approve Director Cote attending the Art of Hosting Workshop January 24-26, 2017 in Tofino and pay all costs associated – tuition, accommodation, food and mileage.

- g. **REQUEST FOR DECISION** **96-97**
3620 Third Avenue Recycling Depot Sprinkler System Installation

THAT the Alberni-Clayoquot Regional District Board of Directors accept a bid of \$69,999 before tax from Viking Fire Protection Inc. for a fully monitored automatic sprinkler system at the 3rd Avenue Recycling Depot.

- h. **REQUEST FOR DECISION** **98-99**
3620 Third Avenue Recycling Depot Electrical Supervision of Sprinkler System

THAT the Alberni-Clayoquot Regional District Board of Directors accept a quotation of \$12,350 before tax from Viking Fire Protection Inc. for electrical supervision of an automatic sprinkler system at the 3rd Avenue Recycling Depot.

9. **PLANNING MATTERS**

10. **REPORTS**

10.1 **STAFF REPORTS**

- a. Administration Department Monthly Staff Report – January 6, 2017 **100-102**
b. Financial Manager Report – January 3, 2017 **103-104**
c. Environmental Services Department Report – January 6, 2017 **105-106**
d. Staff Action Items Report – January 6, 2017 **107-114**

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

10.2 **COMMITTEE REPORTS**

10.3 **OTHER REPORTS**

- a. **VANCOUVER ISLAND REGIONAL LIBRARY BOARD**
Library Budget and Levy to Members

115-117

11. UNFINISHED BUSINESS

- a. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
Reminder – 2017 AGM & Convention Resolution Notice/Request for
Submissions Deadline is February 21, 2017
Reminder – 2017 AGM & Convention – Call for Nominations for AVICC
Executive – Deadline is February 21, 2017

118

119-121

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. *Law enforcement, if the Board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;*
- ii. *Acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the Regional District.*

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

Committee-of-the-Whole Meeting (Economic Development)

Wednesday, January 25, 2017, 10:00 am

Regional District Board Room

Next Board of Directors Meeting: Wednesday, January 25, 2017, 1:30 pm

Regional District Board Room



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON FRIDAY, DECEMBER 9, 2016, 1:30 PM

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

DIRECTORS

PRESENT:

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

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Mike Irg, Manager of Planning and Development
Wendy Thomson, Manager of Administrative Services

1. CALL TO ORDER

The Chief Administrative Officer (CAO) called the meeting to order at 1:30 pm.

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

2. ELECTIONS – CHAIR AND VICE-CHAIR

a. Election of Chairperson

The CAO conducted elections for Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017.

The CAO requested nominations for the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017 for a first time.

Director Ruttan nominated Director McNabb for the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017. Director McNabb accepted the nomination.

The CAO requested nominations for the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017 for a second time.

Director Cote nominated Director Jack for the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017. Director Jack accepted the nomination.

The CAO requested nominations for the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017 for a third time.

Director Bennett nominated Director Cootes for the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017. Director Cootes declined the nomination.

There being no further nominations, the candidates were each provided a two-minute speech on why they should be elected Chairperson of the Alberni-Clayoquot Regional District for 2017.

The CAO and Manager of Administrative Services conducted the election of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017.

The CAO declared Director Jack elected to the positions of Chairperson of the Alberni-Clayoquot Regional District and Vice-Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017.

b. Election of Vice-Chairperson - 2017

The CAO conducted elections for Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017.

The CAO requested nominations for the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017 for a first time.

Director Jack nominated Director McNabb for the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017. Director McNabb accepted the nomination.

The CAO requested nominations for the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017 for a second time.

Director Wyton nominated Director Cote for the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017. Director Cote accepted the nomination.

The CAO requested nominations for the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017 for a third time.

Director Kokura nominated Director Osborne for the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017. Director Osborne accepted the nomination.

There being no further candidates, the candidates were each provided a two-minute speech on why they should be elected Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017.

The CAO and Manager of Administrative Services conducted the election of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017.

The CAO declared Director Osborne elected to the positions of Vice-Chairperson of the Alberni-Clayoquot Regional District and Chairperson of the Alberni-Clayoquot Regional Hospital District for 2017.

Chairperson Jack assumed the Chair.

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the ballots for election of Chairperson and Vice-Chairperson for 2017 be destroyed.

CARRIED

3. APPROVAL OF AGENDA

MOVED: Director Cote
SECONDED: Director Bennett

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

- *Reminder 2017 AVICC Resolution Deadline*
- *Report on the Sproat Lake Community Meeting regarding Flood Relief*
- *Report on the meeting with Tseshaht First Nation Council regarding Bell Road Water and the Alberni Valley Landfill*

CARRIED

4. DECLARATIONS

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – November 23, 2016

MOVED: Director Cootes
SECONDED: Director Kokura

THAT the minutes of the Board of Directors meeting held on November 23, 2016 be adopted.

CARRIED

b. Alberni Valley & Bamfield Committee Meeting – November 8, 2016

MOVED: Director Kokura
SECONDED: Director McNabb

THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on November 8, 2016 be adopted.

CARRIED

c. Alberni-Clayoquot Transportation Committee Meeting – November 22, 2016

MOVED: Director Banton
SECONDED: Director McLeman

THAT the minutes of the Alberni-Clayoquot Transportation Committee meeting held on November 22, 2016 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

7. CORRESPONDENCE FOR ACTION

- a. Correspondence from Municipal Finance Authority of BC, December 5, 2016 regarding request for Member Appointment and Alternate Member Appointment.**

MOVED: Director McNabb

SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Kokura as appointee on the Municipal Finance Authority Board of Directors and Director Banton as the alternate appointee for 2017.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. OFFICE OF THE PRIME MINISTER**
Response to Alberni-Clayoquot Regional District letter on Nuu-chah-nulth Fishing Rights/Ahousaht et al v. Canada
- b. UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Gas Tax Agreement Community Works Fund Payment
Asset Management Training Subsidy for NAMS Training
- c. DISTRICT OF SEHELT**
Request to Western Canada Marine Response Corp. for a presentation at the Association of Vancouver Island and Coastal Communities Conference, April 7-9, 2017
- d. BRITISH COLUMBIA REAL ESTATE ASSOCIATION**
Floodplain Maps Action Plan Progress Report – November 2016
- e. DISTRICT OF TOFINO**
Copy of letter to Minister of Environment and Climate Change regarding Pacific Traverse Trail in Pacific Rim National Park Reserve
- f. THE LUNG ASSOCIATION OF BRITISH COLUMBIA**
Provincial Wood Stove Exchange Program Grant Agreement
- g. MINISTRY OF AGRICULTURE**
At Sea Hake Processing by Domestic Harvesters
- h. EMPLOYMENT AND SOCIAL DEVELOPMENT CANADA**
Canada's Volunteer Awards
- i. GUY CARON, MEMBER OF PARLIAMENT**
Ending Unfair Taxation on Family Business Transfers

j. **POLIS PROJECT ON ECOLOGICAL GOVERNANCE**
POLIS Water Sustainability Project

k. **VANCOUVER ISLAND REGIONAL LIBRARY**
Newsletter – November 26, 2016

MOVED: Director Ruttan

SECONDED: Director Cootes

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

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

a. **Request for Decision regarding Alberni-Clayoquot Health Network Table of Partners Representative.**

MOVED: Director Bennett

SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors appoint Director Osborne to the Alberni-Clayoquot Health Network Table of Partners for a two (2) year term starting January 1, 2017.

CARRIED

b. **Request for Decision regarding Communities on the Move Declaration.**

MOVED: Director Wyton

SECONDED: Director Osborne

THAT the Board of Directors sign the Communities on the Move Declaration: creating smart, fair and healthy transportation options for all BC Communities and join the call for healthier British Columbia for all.

CARRIED

c. **Request for Decision regarding Canadian Red Cross – Disaster Response Agreement.**

MOVED: Director McNabb

SECONDED: Director Kokura

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

CARRIED

d. Request for Decision regarding 2017-2021 ACRD & ACRHD Financial Plan Meeting Schedule.

MOVED: Director Bennett
SECONDED: Director Osborne

THAT the Board of Directors approve the proposed meeting schedule for the 2017 – 2021 Alberni-Clayoquot Regional District Financial Plan and the 2017 Regional Hospital District Budget.

CARRIED

e. Request for Decision regarding 2016 to 2020 Financial Plan Amendment Bylaw.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “2016 to 2020 Financial Plan Amendment Bylaw No. F1125-1”.

CARRIED

MOVED: Director Kokura
SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “2016 to 2020 Financial Plan Amendment Bylaw No. F1125-1”.

CARRIED

MOVED: Director Cootes
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “2016 to 2020 Financial Plan Amendment Bylaw No. F1125-1”.

CARRIED

MOVED: Director Kokura
SECONDED: Director Osborne

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “2016 to 2020 Financial Plan Amendment Bylaw No. F1125-1”.

CARRIED

f. Request for Decision regarding Finance Warrant No. 571.

MOVED: Director Kokura

SECONDED: Director Cote

THAT the Board of Directors approves Finance Warrant Number 571 in the amount of \$920,982.06 dated November 30, 2016.

CARRIED

g. Request for Decision regarding Alberni Valley Regional Airport Runway Expansion and Northwest Industrial Road Tender.

MOVED: Director Ruttan

SECONDED: Director McNabb

THAT the Board of Directors of the Alberni Clayoquot Regional District direct staff to proceed with the tendering of the Northwest Road relocation as outlined in the December 2, 2016 report of the Airport Superintendent, subject to approval to proceed from the Ministry of Forests, Lands and Natural Resource Operations.

CARRIED

Director St. Jacques left the meeting at 2:50 pm

h. Request for Decision regarding Shared Services.

MOVED: Director Bennett

SECONDED: Director Cote

THAT a joint meeting between the Alberni Valley & Bamfield Services Committee and Port Alberni City Council be held to identify specific services the ACRD and CPA wish to explore, and develop an action plan to assess and implement practical solutions in a timely manner.

CARRIED

MOVED: Director Bennett

SECONDED: Director McNabb

THAT the CAOs of the ACRD and CPA meet on a regular basis to review opportunities for sharing resources at the time of hiring and/or contracts for services in consideration of the potential for shared efficiencies and for the purpose of fostering information sharing and problem solving among like

departments with an annual report to the board / council to describe realized opportunities. The CAOs may at their discretion involve other ACRD and CPA staff members where that is deemed appropriate.

CARRIED

i. Request for Decision regarding Alberni Valley Landfill Operations.

MOVED: Director Bennett

SECONDED: Director Kokura

THAT this report be referred to the Alberni Valley Committee and Bamfield Services Committee.

CARRIED

j. Request for Decision regarding Letter of Understanding – Suncoast Waste Services – Bailing Incentives.

MOVED: Director Wyton

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District Board of Directors agree to enter into a Letter of Understanding with Suncoast Waste Services in order to provide the financial incentives received for baling materials (less a 15% administration fee to the ACRD) from Multi Materials British Columbia.

CARRIED

k. Request for Decision regarding South Bamfield Road Hydrant Installation – Tender Recommendation.

MOVED: Director Wyton

SECONDED: Director Ruttan

THAT the Board of Directors of the Alberni-Clayoquot Regional District award the South Bamfield Road Hydrant Installation tender to Bowerman Excavating Ltd. in the amount of \$67,829.73 including GST.

CARRIED

l. Request for Decision Award Contract – Bamfield Water System Treatment Plant Project.

MOVED: Director Wyton

SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors award the Bamfield Water System Treatment Plant Project to ADI Water Solutions for a total cost of \$551,250 including taxes and authorize the Chief Administrative Officer and Chairperson

to enter into the contract subject to the Alberni-Clayoquot Regional District receiving the Certificate of Approval for Borrowing from the Ministry of Community, Sport and Cultural Development.

CARRIED

m. Request for Decision - 2017 ACRD & ACRHD Meeting Schedule.

MOVED: Director Kokura

SECONDED: Director Bennett

THAT the ACRD Board of Directors approves the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District Meeting Schedule for 2017.

CARRIED

n. Request for Decision –Letter to Ministry of Transportation and Infrastructure regarding Maintenance of the Entrance to Toquaht Main Road.

MOVED: Director Osborne

SECONDED: Director Bennett

THAT the ACRD Board of Directors to forward a letter to the Ministry of Transportation and Infrastructure regarding maintenance of the entrance to Toquaht Main Road.

CARRIED

10. PLANNING MATTERS

a. DVE16011, WATT, SAUNDERS ROAD N
Development Variance Application – Memorandum and Permit

MOVED: Director McNabb

SECONDED: Director Wyton

THAT the Board of Directors issue development variance permit DVE16011.

CARRIED

b. DVF16013, NEWBERRY, LOT 2, EPP63338 CHERRY CREEK ROAD
Development Variance Application – Memorandum and Permit

MOVED: Director Banton

SECONDED: Director Cote

THAT the Board of Directors issue development variance permit DVF16013.

CARRIED

c. BUILDING SETBACKS FROM WATER COURSES, LAKES AND OCEAN

Request for Decision

MOVED: Director Bennett

SECONDED: Director Cote

THAT the Board of Directors instruct staff to prepare a Zoning Bylaw text amendment to amend Section 6.2: increasing the vertical setback to 4 metres from the natural boundary of a water course, water body, lake or ocean; increasing the horizontal setback to 15 metres from the natural boundary of a water body, lake or ocean; and limiting the ceiling height of any non-habitable space within the 4 metre vertical setback to 1.5 metres or less.

MOVED: Director McNabb

SECONDED: Director Banton

*THAT the above resolution be referred to the next regular Board of Directors meeting.
board of Directors meeting.*

CARRIED

d. AB16003, WING, 9592 COMOX TRAIL ROAD
ALR Non-Farm Use Application – Report

MOVED: Director Kokura

SECONDED: Director Wyton

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 non-farm use is subject to rezoning or the issuance of a temporary use permit.

CARRIED

e. MISC16015, BC TIMBER SALES WEST COAST FOREST STEWARDSHIP PLAN
Miscellaneous Referral - Memorandum

MOVED: Director Bennett

SECONDED: Director Cote

THAT the Board of Directors direct staff to provide a response to BC Timber Sales stating that the West Coast Forest Stewardship Plan does not impact the Regional District's interests.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

a. Administration Department Monthly Staff Report – December 6, 2016

- b. **Planning and Development Report – December 8, 2016**
- c. **Environmental Services Manager Report – December 2, 2016**
- d. **Financial Department Report – December 2, 2016**
- e. **Staff Action Items Report – December 6, 2016**
- f. **Meeting Schedule – January 2017**
- g. **Financial Statements – November 30, 2016**
- h. **Building Report – November 2016**
- i. **Vehicle Maintenance – Inclusion of Fire Departments on Service Agreement**

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

11.2 COMMITTEE REPORTS

11.3 OTHER REPORTS

- a. **Minutes from the Air Quality Council Meeting – October 13, 2016
(J. McNabb)**
- b. **Minutes from the Air Quality Council Meeting – November 17, 2016
(J. McNabb)**

MOVED: Director McNabb

SECONDED: Director Wyton

THAT reports a-b be received.

CARRIED

- c. **Late Report – AVICC Resolutions** - Director Cote reminded Directors the resolution submission deadline for the 2017 AVICC Convention is February 21, 2017.
- d. **Late Report – Sproat Lake Community Meeting** - Director Cote reported on the Sproat Lake Community meeting on December 1st regarding flood relief. Emergency Management BC attending and provided good information on flood relief, protecting the home, mold prevention etc. The meeting was well received with approximately 30 people in attendance.
- e. **Late Report – Meeting with Tseshaht First Nation** - Director Cote reported on a meeting she attended along with Director McNabb and the CAO with the new Tseshaht First Nation Council regarding Bell Road Water and the Alberni Valley Landfill. A tour of the AV Landfill is scheduled for next Friday.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the verbal reports from Director Cote be received.

CARRIED

12. UNFINISHED BUSINESS

13. LATE BUSINESS

14. QUESTION PERIOD

15. ADJOURN

MOVED: Director Kokura
SECONDED: Director McNabb

THAT this meeting be adjourned at 3:37 pm

CARRIED

Certified Correct:

John Jack,
Chairperson

Russell Dyson,
Chief Administrative Officer

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

From: Gail Horvath [mailto:its_me_gaild@hotmail.com]

Sent: Tuesday, December 27, 2016 9:47 AM

To: Wendy Thomson <wthomson@acrd.bc.ca>

Cc: coteart@shaw.ca

Subject: The lack of road maintenance and safety for Lake residence

Good morning,

I am writing in hopes that the ARCD will take it upon themselves to contact/write not only the Ministry of transportation but Emcon as well with regard to the road maintenance/ lack of in our regional district. In viewing the highway WebCams there is no snow on the highway's and yet there has been no effort to plow or salting the lake roads which are covered and have one set of tracks people are having to drive in.

We called the Emcon reporting line 19 hours ago for them to notify road maintenance and still nothing has been done.

Our road conditions should be considered an essential service.

As with any other community there are volunteer firefighters, healthcare workers and many others who need to get to their jobs safely each day.

I'm not sure whether the contractor has changed over the years or whether they've just become complacent, we used to see the snow plow two or three times in a 24 hour period during snow falls and now we wait two or three days and place many phone calls to obtain this current level of service.

As community members we do need to voice our concerns however the regional district has a much bigger voice and more clout when it comes to having issues resolved.

Please let me know if the regional district is going to follow up with these concerns, Respectfully, Gail Horvath

This is Our Moment >

Join the municipal movement that's

Shaping Canada

fcm.ca

RECEIVED
DEC 23 2016

December 16, 2016

Dear Mr. Russell Dyson,
Regional District of Alberni-Clayoquot

This is a historic moment for Canada's municipalities. Local priorities are at the forefront of the national agenda like never before. Bold new federal investments in our cities and communities will transform the places Canadians call home. And now more than ever, the federal government is turning to municipalities to help shape Canada's future.

To answer that call, we need to keep our voice strong. That's why I'm writing to ask you to renew your membership with the Federation of Canadian Municipalities for 2017-2018.

The federal government trusts FCM because they know we represent a strong municipal sector. As the national voice for nearly 2,000 local governments — remote villages, rural towns, and cities — our influence is well-respected in Ottawa. That's why we get results.

Because of FCM, the federal government understands that thriving communities are the heart of a thriving Canada. In the past year alone, FCM and its members have helped secure unprecedented investments in a wide range of municipal priorities. Budget 2016 saw the launch of an ambitious federal infrastructure program — including bold new investments in transit, green and social infrastructure that will transform our cities and communities. The fall fiscal update took that commitment a step further, pledging \$81 billion over 11 years for infrastructure. That included a \$2 billion fund dedicated to rural, remote and northern infrastructure, which was an urgent FCM recommendation.

Talk about momentum.

Of course, our work is far from over. The federal infrastructure program is still in its early stages. Municipal leaders will need to remain front and centre if we're going to ensure that this historic investment includes the tools and resources local governments need to do what we do best — deliver for Canadians. Through FCM, every one of us will have a role to play.

Enclosed you'll find some important information about renewing your FCM membership. I encourage you to take a look. Canada's municipal leaders have never been stronger, more determined and more united. With Regional District of Alberni-Clayoquot's ongoing support, we can help build the Canada of tomorrow.

Sincerely,
Clark Somerville
FCM President

NB: Taxes on membership fees

The Canada Revenue Agency has determined that the status of FCM must change from a charitable organization to a not-for-profit association. In keeping with not-for-profit regulations, membership fees are taxed on the basis of our members' province of residence. Each municipality is entitled to claim the applicable input tax credit (ITC). Should you have any questions, please contact us 613-907-6273.



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

**Membership Invoice
2017-2018
Facture d'adhésion**

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613.241.5221
F. 613.241.7440

Regional District of Alberni-Clayoquot
Mr. Russell Dyson
3008 - 5th Avenue
Port Alberni, BC V9Y 2E3

Invoice/Facture 43874
Date: January 3, 2017
Account/Compte: 231
Due Date/Date Limite: April 1, 2017

Description	Amount/Montant
2017-2018 Municipal Dues: base fee of \$350.00 per your population.	350.00
2017-2018 Per Capita Municipal Dues calculated per your population (population of 28829 * 14.54 ¢)	4,191.75
Optional contribution towards a travel fund that supports the participation of elected officials from small communities in FCM's National Board of Directors (fee population of 28829 x 1.75 cents).	504.51
Subtotal / soustotal	5,046.26
GST / TPS 5%	252.32
Total	5,298.58

PAYMENT/PAIEMENT

By cheque

payable to the **Federation of
Canadian Municipalities**

Par chèque

à l'ordre de : **Fédération canadienne
des municipalités**

24 rue Clarence Street
Ottawa, ON K1N 5P3

By Electronic Funds Transfer /

Par transfert électronique de fonds

Royal Bank of Canada (RBC)
90 Sparks St, Ottawa, ON K1P 5T7

Transit Number: 00006 Account Number: 1006063
Numéro de transit: 00006 Numéro de compte:
1006063

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca

HST # / No. de TVH: 11891 3938 RT0001

Reference No. /

Numéro de Référence:

231



November 16, 2016

Western Canada Marine Response Corporation
6476 Norcross Road
Duncan, BC V9L5T3

Dear Sir/Madamme:

Re: Request for a presentation by your organization at the 68th Annual Convention of the Association of Vancouver Island and Coastal Communities Convention – April 7-9, 2017

District of Sechelt Council is interested in receiving an update from your organization on marine oil and or other contaminant spill response for the BC coast. As we anticipate updated information would be welcomed by the elected officials of other BC coastal communities, we request that your organization consider making a presentation at the upcoming Association of Vancouver Island and Coastal Communities Convention (AVICC) in April, 2017. We have attached information and a presentation application form related to this event with our letter.

We have provided a copy of our letter of request to you to the AVICC convention organizers, for information. We have also copied this letter to the Alberni-Clayoquot Regional District, one of the local government authorities in the area recently impacted by incidents related to a tug and a barge sinking off their coasts.

We trust that you will honour our request and will work with the AVICC to ensure that Coastal communities can receive a group update during the upcoming convention. This approach will help provide consistent information to local government officials on this important issue. Please note that the application date for conference sessions is December 2, 2016. We look forward to hearing back from you regarding this request.

With thanks,

A handwritten signature in black ink that reads "Bruce Milne".

Bruce Milne
Mayor

cc AVICC
Alberni-Clayoquot Regional District

December 09, 2016

Sent via email: Milne@sechelt.ca

Mayor Bruce Milne
District of Sechelt
2nd Floor, 5797 Cowrie Street
Sechelt, BC

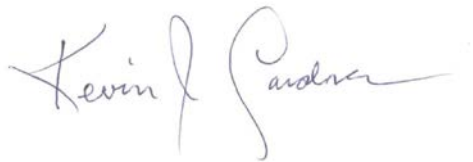
RE: Request for a presentation by WCMRC at the 68th Annual Convention of the AVICC

Dear Mayor Milne,

I am writing to confirm that WCMRC has submitted a request to present at the 68th Annual Convention of the AVICC. We expect to hear confirmation of our request in early 2017.

WCMRC is also available to come and provide an update directly to Mayor and Council on our activities. We have spent the last couple years meeting with elected officials on the South Coast and have not yet at the opportunity to meet with the District of Sechelt. Feel free to contact us at any time.

Sincerely,



Kevin Gardner
President, WCMRC

PRESS RELEASE

270 City Centre
Kitimat, BC V8C 2H7
Phone: (250) 632-8900
Fax: (250) 632-4995
E-mail: dok@kitimat.ca



Date: December 9, 2016

Pages: 2

Issued by: District of Kitimat

District of Kitimat Releases Open Letter Appealing Canada to Add Value to Natural Resources

KITIMAT, BC – The District of Kitimat (Kitimat) has released an open letter to Canada stating “We Canadians must seize opportunities to add value to our natural resources before exporting to foreign markets.” The open letter will have full page publication in the Saturday, December 10th editions of The Province, Vancouver Sun, Edmonton Journal, and Ottawa Citizen, and for two weeks following will remain on those publications’ online sites.

Kitimat believes that value-added resource development is critical to the vitality and prosperity of our nation. Value-added resource development boosts local, regional, and national economies, and at the same time reduces risks to our natural environments. This is generally true for all natural resource industries such as oil and gas, forestry, mining, fisheries, and agriculture.

Adding value to natural resources attracts investment, delivers additional tax revenue, captures a greater percentage of the inherent economic value of each product, and preserves and creates both direct and indirect employment.

Adding value to natural resources often reduces environmental risks associated with transporting products, minimizes waste by utilizing a greater percentage of products, and ensures processing occurs under Canada’s world class environmental regulations.

It is with these sentiments that Kitimat supports the Government of Canada’s recent dismissal of the Enbridge Northern Gateway project, and supports a proposed crude oil tanker moratorium for the Northwest BC coast provided that the moratorium excludes refined products. Kitimat believes the environmental risks associated with tidewater shipping of crude oil outweigh potential economic benefits. Kitimat supports value-added opportunities across the nation that benefit our economy at the same time as reducing environmental risks, including proposed oil refineries and LNG terminals in the Kitimat region.

Kitimat encourages all levels of government—federal, provincial, First Nations, regional, and local—to start a serious conversation about value-added resource opportunities for the benefit of their jurisdictions and constituents. Governments must start collaborating to adopt policies and implement regulations that will facilitate and stimulate value-added resource development.

In the wake of the Government of Canada’s recent oil pipeline decisions, Kitimat believes that Canadian citizens and governments must start discussing and exploring opportunities to add value to oil products prior to export. Refining and adding value to Canada’s oil resources before export is a viable opportunity that

Kitimat views as the least controversial and best option to gain tidewater access to international markets from Canada's west coast.

Presently, four value-added megaprojects are proposed for the Kitimat area: Kitimat Clean Refinery (www.kitimatclean.ca), Pacific Future Energy Refinery (www.pacificfutureenergy.com), LNG Canada (www.lngcanada.ca), and Kitimat LNG (www.chevron.ca/kitimatlng). Kitimat is supportive of these projects provided they are able to mitigate potential negative environmental impacts.

Kitimat encourages all of Canada to work together to protect our environment and strengthen our economy. Kitimat encourages citizens, organizations, and First Nations, regional, and local governments to visit www.kitimat.ca/value-added to find information and resources to support adding value to Canada's natural resources. For more information contact Kitimat Mayor, Phil Germuth at mayor@kitimat.ca. Together, we can add value to our nation by adding value to our natural resources.

Quotes:

It only makes sense to add value to Canada's natural resources before exporting them to foreign markets; it is in the best interests of all Canadians. Value-added industrial development helps bolster our economy at the same time as reducing risks to our environment – it is win-win.

Phil Germuth
Mayor of Kitimat

Kitimat's slogan is "A Marvel of Nature and Industry". This motto recognizes our past and present assets of pristine natural environments and world class industrial operations. This motto also reflects our present stance on economic development; Kitimat is in favour of industrial development, as long as the development does not pose a significant threat to our natural environments.

Phil Germuth
Mayor of Kitimat

Operating in the global economy, it is natural that industry will seek profit first and foremost. Therefore, it is essential that all levels of government work together to ensure that citizens' best interests are protected. Canada, its provinces, First Nations, and regional and local governments must start collaborating to implement appropriate policies and regulations to guarantee our natural resources are being utilized in an economically and environmentally sustainable manner.

Phil Germuth
Mayor of Kitimat

-30-

Media contact:

Josh Marsh
Business and Communications Officer
District of Kitimat
jmarsh@kitimat.ca
250.632.8900

An Open Letter to Canada

Adding Value to Our Country by Adding Value to Our Resources



Canada, we must seize every opportunity to process, refine, and add value to our natural resources before exporting to foreign markets. The District of Kitimat, BC (Kitimat) appeals to the nation, including First Nations, government, and business leaders, to identify and pursue opportunities to add value to our nation's natural resources.

Kitimat believes that value-added resource development is critical to the vitality and prosperity of our nation. Value-added resource development boosts local, regional, and national economies, and at the same time reduces risks to our natural environments. This is generally true for all natural resource industries such as oil and gas, forestry, mining, fisheries, and agriculture.

Adding value to natural resources attracts investment, delivers additional tax revenue, captures a greater percentage of the inherent economic value of each product, and preserves and creates both direct and indirect employment.

Adding value to natural resources often reduces environmental risks associated with transporting products, minimizes waste by utilizing a greater percentage of products, and ensures processing occurs under Canada's world class environmental regulations.

It is with these sentiments that Kitimat supports the Government of Canada's recent dismissal of the Enbridge Northern Gateway project, and supports a proposed crude oil tanker moratorium for the Northwest BC coast provided that the moratorium excludes refined products. Kitimat believes the environmental risks associated with tidewater shipping of crude oil outweigh potential economic benefits. Kitimat supports value-added opportunities across the nation that benefit our economy at the same time as reducing environmental risks, including proposed oil refineries and LNG terminals in the Kitimat region.

Kitimat encourages all levels of government—federal, provincial, First Nations, regional, and local—to start a serious conversation about value-added resource opportunities for the benefit of their jurisdictions and constituents. Governments must start collaborating to adopt policies and implement regulations that will facilitate and stimulate value-added resource development.

Kitimat encourages all of Canada to work together to protect our environment and strengthen our economy. Together, we can add value to our nation by adding value to our natural resources. For more information or to lend your support to this initiative visit kitimat.ca/value-added or contact Mayor Phil Germuth at mayor@kitimat.ca.

Respectfully,

Phil Germuth
Mayor of Kitimat

From: Island Corridor Foundation <info@islandrail.ca>

Date: December 9, 2016 at 10:05:20 AM PST

To: wendy.thomson@acrd.bc.ca

Subject: Board Meeting Notes

Reply-To: info@islandrail.ca



Island Corridor Foundation

Board Meeting Notes October 2016



Alberni Sub Bridge Inspection Plan

A plan for bridge inspections on the Alberni subdivision will be developed with the Alberni Pacific Railway (APR).

The APR already completes an annual bridge inspection for the three structures that the McLean Mill steam train crosses between the Mill and the Alberni Station. The BC Safety Authority has asked for the inspection on the full Alberni sub and has restricted any usage of the bridges until the report has been completed. Track maintenance volunteers have been informed that passage over the structures is forbidden.



Community Input Sessions

The general public and elected leaders will be able to offer input to the ICF on a number of occasions over the next several months. A second local government liaison meeting is to be organized for early in the new year followed with two community round table forums in late January and early February. Times and dates will be announced once facilities are confirmed. In early April an ICF workshop will be held at the annual conference of the Association of Vancouver Island and Coastal Communities.

The public is also invited to attend the ICF Annual General Meeting April 27 at the Nanaimo Conference Centre. Time and the agenda will be posted in March.



Business Plan Update

Work will begin in December to update the ICF business plan and to review the rail strategic plan. Various items will be on the table for the round table forums such as trail development, station improvements and rail phases that will form part of the business plan.



Director Skill Sets

A subcommittee of the board has been struck to develop director skill sets for the ICF. The committee will review various skill set criteria used by other organizations in bringing forward a recommendation to the Board. The skill sets will take into account the unique First Nation and Regional membership of the ICF and the articles of the foundation.



Federal Rail Safety Improvement Funding program (RSIP)

Staff will review what opportunities there are to improve rail safety on the corridor from the Wellcox Yard to Superior Propane at North Nanaimo that would match the requirements of this federal funding program. More information on this program will also be presented to local government officials at the local government advisory committee in January.



Trailways

The Board approved a section of trail near Doumont Road, this trail will link the Parkway Trail with other community trails in the area.



Approved Land Use

- Private Road Crossing in Fanny Bay
- Private encroachment in Ladysmith



[VISIT OUR WEBSITE](#)

Copyright © 2016. All Rights Reserved.

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

[SafeUnsubscribe™ wendy.thomson@acrd.bc.ca](#)

[Forward this email](#) | [About our service provider](#)

Sent by info@islandrail.ca in collaboration with

Constant Contact 

[Try it free today](#)

December 7, 2016

LIVE HERE, WORK ANYWHERE: ICET HELPING COMMUNITIES ATTRACT GLOBAL TECH SECTOR

COURTENAY – The Island Coastal Economic Trust has launched a new economic development initiative, aimed at helping communities make strategic decisions around attracting tech sector investment.

The Technology Attraction/Community Broadband Strategy is a new component of ICET’s Economic Development Readiness Program (EDRP), and will provide up to \$10,000 for communities engaging in proactive planning to attract the tech industry or to support the “growth in place” of existing tech sector businesses.

According to figures released by the provincial government, the high-tech sector now employs more people than the mining, oil and gas and forestry sectors combined. With an average wage of more than \$80,000 per year, it has been identified as one of the key growth areas for high value, sustainable economic opportunity in the region.

“The Island and Coast region is gaining a strong reputation as a prime location for innovative and creative entrepreneurs, with companies choosing to base their business here to capitalize on the quality of life, housing affordability, and other factors that help recruit and retain employees,” said ICET Board Chair Phil Kent.

The emerging opportunities in the various parts of the tech sector are highly attractive to communities, but strategic planning is required to ensure that efforts aren’t wasted.

“We’re on the cusp of a tipping point when it comes to the high-tech industry choosing our region as a home-base,” said Paris Gaudet, Executive Director of Innovation Island, an organization focused on accelerating technology business success and growth. “Communities across the Island have the opportunity to start a conversation about what they have to offer in order to attracting exciting, innovative companies to set up shop.”

The global success of small town companies such as Qualicum’s virtual reality pioneers Cloudhead Games or Cumberland’s game developer Hinterland Games, are shining the spotlight on Vancouver Island and attracting interest and talent to the region.

“We’ve done well with the ‘early adopters’ choosing the Island and Sunshine Coast, and we’re crossing the threshold into a mainstream movement,” she explained. “This funding opportunity from ICET will help communities be strategic and focused on doing the right things at the right time to level and attract innovative tech entrepreneurs into their tax base.”

ICET’s Economic Development Readiness Program provides communities, First Nations, non-profits and other organizations with funding to build their investment readiness.

“Our communities are interested in building their capacity for growth, and the EDRP helps get the expertise needed into the right hands at the right time,” explained Kent. “This new Technology Attraction Strategy piece will help our communities keep pace with the future.”

More program details are available at: islandcoastaltrust.ca/economic-development-readiness or by contacting ICET staff.

About the Island Coastal Economic Trust

Created by the Province of BC in 2006, the Island Coastal Economic Trust is celebrating its tenth year of investment in economic diversification, planning and regional revitalization.

ICET is independently governed by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials, MLAs and appointees from the Island and Coast. This exceptional team of leaders collaborate to set regional priorities and build vital multi-regional networks.

Through a community-centred decision-making process, ICET has approved \$49 million for over 160 economic infrastructure and economic development readiness projects. ICET investments have leveraged over \$270 million in investment into the region creating more than 2500 construction phase jobs and 2600 long term permanent jobs.

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

-end

For further information:

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

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



FOR IMMEDIATE RELEASE

December 12, 2016

MAIN STREET 2.0 - TOFINO TO LAUNCH \$550K DOWNTOWN REVITALIZATION

COURTENAY – The next phase of the District of Tofino’s downtown revitalization will get underway in early January, rehabilitating the historic main street and restoring it as a viable and attractive location for business investment in the community and enhanced staging area for new tourism opportunities.

The \$533,000 project will receive an investment of \$117,000 from the Island Coastal Economic Trust.

“As Tofino has grown as a Resort Municipality, we’ve focused on building infrastructure that supports visitor experience, economic opportunity and business growth, and community life,” said Tofino Mayor Josie Osborne. “Our phased approach to revitalize downtown Tofino has enabled us to build on past successes, leverage support, and maximize the benefits of revitalization.”

Tofino is engaged in a multi-phase revitalization project, and the work supported by ICET in the first phase has generated tangible benefits, including new business startups, sale of key investment property and a significant increase in foot traffic contributing to increased profits for existing businesses. The Main Street project, expected to begin early in the new year will shift the focus to the historic commercial centre of town.

“Our investment focus is to provide project funding that spurs further sustainable economic activity, and downtown revitalizations are a proven strategy for doing just that,” said ICET Chair Phil Kent. “This project helps Tofino put its best foot forward for the tens of thousands of visitors it attracts and functions as a catalyst to leverage new business investment.”

The project will create a continuous pedestrian connection, leverage the natural and historic assets to strengthen the visitor connection to the waterfront and set the stage for the development of a scenic waterfront walkway, highlighting Tofino’s working waterfront.

“The design will encourage visitors and residents to explore downtown Tofino from a new perspective,” explained Osborne. “It will showcase our historic assets and highlight the connection to the harbour which is the jumping off point for First Nations communities, Meares Island Tribal Park and Clayoquot Sound, a UNESCO biosphere reserve.”

About the Island Coastal Economic Trust

Created by the Province of BC in 2006, the Island Coastal Economic Trust is celebrating its tenth year of investment in economic diversification, planning and regional revitalization.

ICET is independently governed by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials, MLAs and appointees from the Island and Coast. This exceptional team of leaders collaborate to set regional priorities and build vital multi-regional networks.

Through a community-centred decision-making process, ICET has approved \$49 million for over 160 economic infrastructure and economic development readiness projects. ICET investments have leveraged over \$270 million in investment into the region creating more than 2500 construction phase jobs and 2600 long term permanent jobs.

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

-end-

For further information:

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

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

April Froment, Manager of Resort Municipality Initiative Services
District of Tofino,
T 250.725.3229 (Ext. 22)
afroment@tofino.ca



CITY OF PORT ALBERNI

City Hall
4850 Argyle Street,
Port Alberni, B.C. V9Y 1V8
Telephone: 250-723-2146
www.portalberni.ca

Fax: 250-723-1003

December 8, 2016

Alberni-Clayoquot Regional District
3008 - 5th Avenue
Port Alberni BC V9Y 2E3

ATTN: Russell Dyson, CAO

Dear Russell:

At its Inaugural Meeting on Monday, December 5th, 2016, Council for the City of Port Alberni confirmed the City's appointments to the Regional District. The following resolution was adopted by Council:

That Council for the City of Port Alberni appoint Mayor Ruttan (allocated 5 votes) and Councillor McLeman (allocated 4 votes), to the positions of Director of the Alberni Clayoquot Regional District. Alternates shall be (in order):

*Councillor Minions
Councillor Alemany
Councillor Sauv 
Councillor Washington
Councillor Paulson*

If you have any questions regarding these appointments please contact me at your soonest convenience.

Yours truly
CITY OF PORT ALBERNI

Jake Martens
Deputy City Clerk/Communications Coordinator

NEWS RELEASE

For Immediate Release
2016EDUC0256-002463
Nov. 21, 2016

Ministry of Education

Public input sought on rural education

VICTORIA – The Province is seeking public input on rural education as part of a strategy being created by Parliamentary Secretary for Rural Education Linda Larson to better understand the needs of students, parents, schools and communities in rural B.C.

Until Jan. 9, 2017, British Columbians can join in the online discussion to share stories on rural education and thoughts around community development at:

<http://engage.gov.bc.ca/ruraleducation>

A draft discussion paper will then be developed and posted online for further public comment, followed by several regional meetings that will be hosted by Larson. Stakeholder groups may also submit formal submissions to government, which will be posted online.

All feedback received will help government shape a final report on an integrated rural education strategy, including recommendations for the future. The strategy will aim to find long-term solutions for the unique challenges facing rural school districts and communities, including looking at the important social, cultural and economic roles that schools play in small communities.

Quotes:

Mike Bernier, Minister of Education –

“We are looking at the role education and schools play in rural communities to create an education strategy that will better serve families and schools. We want to hear from all British Columbians on how to improve rural education services and create a full and integrated strategy that will help move our province forward.”

Linda Larson, Parliamentary Secretary for Rural Education –

“Families living in rural communities have different needs than those living in high-density areas. Over the next several months, I will be traveling to each region within the province, listening to families and educators and working on a new strategy for rural education that will help find long-term solutions for the unique challenges rural communities and schools face every day.”

Donna Barnett, Minister of State for Rural Economic Development –

“Schools are a lifeline in B.C. communities. This is especially evident in smaller towns where one elementary school may be used before and after class for childcare, on the weekends by a local theatre company and in the evenings for a local sports team. I encourage all citizens to

engage in this important conversation.”

Quick Facts:

- In British Columbia, approximately 32% of the students in the K-12 education system attend schools located outside of the greater Victoria, Lower Mainland and Kelowna areas – many in very small communities that use school facilities as a hub for community activities.

Learn More:

In June 2016, Premier Christy Clark announced the new Rural Education Enhancement Fund: <https://news.gov.bc.ca/releases/2016PREM0067-001044>

The Ministry of Education has also launched a new parent engagement process to better understand how parents want to be informed of their student’s success from kindergarten to Grade 9. Participate in this process by visiting: <http://engage.gov.bc.ca/yourkidsprogress>

Media Contact:

Government Communications and Public
Engagement
Ministry of Education
250 356-5963

Connect with the Province of B.C. at: www.gov.bc.ca/connect



December 21, 2016

Ref: 170113

Dear Mayors/Chief/Chairs:

It is my pleasure to inform you that the Ministry of Education is undertaking a review of rural education practices and rural education funding, led by Parliamentary Secretary Linda Larson. The Ministry of Education has made a request to gather input from a range of stakeholder groups, including local government and other community organizations, to inform the development of a new Rural Education Strategy by the end of the 2016/17 school year.

All feedback received will help shape the final report and the development of recommendations for the future. The main goal is to find long-term solutions for the unique challenges facing rural school districts, while considering the important social, cultural, and economic roles that schools play for small communities.

As you know, the relationships between school districts, community organizations, and local governments are critical in helping to ensure the success of students across rural British Columbia. With respect to this goal in mind, I hope that you will spread the word amongst your communities, and encourage participation in an online discussion forum at: <http://engage.gov.bc.ca/ruraleducation/>— open until January 31, 2017, at 4:00 pm.

As well, submissions from local governments and other community organizations are welcome to help outline their specific feedback on rural education and rural schools by sending them to the Ministry of Education at: rural.education@gov.bc.ca, or Attention: Jonathan Foweraker, Resource Management and Corporate Services Division, PO Box 9151, Stn Prov Govt, Victoria BC V8W 9H1.

Should you choose to provide a submission, please note:

- There is no standard format or template to follow; it is up to your organization to determine the format and approach that works best for you;
- Be sure to outline your organization's views on the greatest challenges and barriers in rural education, such as funding, facilities, educational programming, and human resources including any thoughts or feedback on future improvements;

.../2

- Highlighting best practices, innovative research, specific examples of successes and challenges are encouraged;
- A list of organizations invited to participate and their final submissions will be posted on the rural engagement website; and
- Deadline is January 31, 2017, at 4:00 pm.

On behalf of the Ministry of Education and Linda Larson, Parliamentary Secretary for Rural Education, thank you for taking the time to ensure that communities have an opportunity to share their input as part of this important project. If you require further information, you can reach George Farkas, Assistant Deputy Minister, Resource Management and Corporate Services Division, by telephone at: 250 356-1883, or by email at: George.Farkas@gov.bc.ca, and he will be pleased to assist you.

Sincerely,



Jacqueline Dawes
Deputy Minister

Enclosure

pc: Dave Byng
Deputy Minister
Ministry of Education

George Farkas
Assistant Deputy Minister
Resource Management and Corporate Services Division
Ministry of Education

From: FCM Communiqué [<mailto:communique@fcm.ca>]
Sent: Thursday, December 22, 2016 10:36 AM
To: Wendy Thomson <wthomson@acrd.bc.ca>
Subject: CRTC Decision on Broadband Internet

December 22, 2016

f in t v

FCM

Communiqué

Yesterday, the Canadian Radio-television and Telecommunications Commission (CRTC) Chair Jean-Pierre Blais announced their decision in the [Review of Basic Telecommunications Services](#).

The Review examined what telecommunications services should be deemed essential for Canadians to participate in the digital economy and the CRTC's decision responds directly to FCM's call for universal access to reliable broadband services across Canada. FCM issued [this statement](#) in reaction to the decision, which we encourage you to share on social media.

The CRTC's decision lays the groundwork for improved access to high-speed broadband across rural and northern Canada by establishing:

- **a new universal service objective so Canadians**, in urban areas as well as in rural and remote areas, have access to voice and broadband Internet access services, on both fixed and mobile wireless networks;
- **a fixed broadband Internet service criteria for all Canadian households and businesses**, with an updated speed target of 50 mbps for downloads and 10 mbps for uploads and an unlimited data option, to better reflect technological advancements and changes in user needs. Fixed broadband Internet access service at these speeds should be available in 90% of Canadian homes and businesses by the end of 2021 and in the remaining 10% within 10-15 years;
- **a new application-based funding mechanism for basic broadband access**, with \$750 million in funding over the first five years and 10% of funding allocated to satellite-dependent communities in these first five years. The CRTC will initiate follow-up proceedings in early 2017 to examine design considerations for this new funding mechanism.

FCM has long advocated for increased federal involvement in developing the telecommunications infrastructure that is critical to the social and economic vibrancy of rural and northern Canada and has participated in every phase of this consultation, including the public hearing in May 2016. FCM's [final submission](#) to the [Review](#) called for universal access to affordable and reliable high-speed Internet and highlighted the significant barriers faced in both [rural](#) and [northern](#) communities.

The CRTC's decision was issued less than a week after Innovation, Science and Economic Development Canada launched the federal government's [Connect to Innovate](#) program. First announced in Budget 2016, the new program will increase dedicated funding for high-speed broadband in rural and northern communities by investing \$500 million over five years. *Connect to Innovate* responds directly to FCM's advocacy by helping to reduce the traditional lag-time in improving broadband service in high-cost areas, while allowing for targeted investments to advance broadband access. FCM will continue to work with the federal government to confirm additional details for this program, including the process for project selection.

Broadband Internet access has become fundamental to modern life, and has the power to transform rural and northern Canada. Unfortunately, the "broadband gap" remains a reality in these rural and northern communities, as some are without broadband coverage while others remain underserved by bandwidth and network capacity that is insufficient to meet user demands. These steps provide a historic opportunity to continue developing a comprehensive, long-term plan for universal access to high-speed broadband. To realize this vision, **we believe that all orders of government must work together**. FCM is ready to partner with the CRTC and the federal government to turn this bold vision into meaningful action. In particular, we look forward to working with our federal partners to implement the positive changes announced in the decision and in particular on the design and roll-out of the CRTC's new funding mechanism and to ensure broadband services are affordable for all Canadians.

Sincerely,

Clark Somerville
FCM President



Box 219, 1350 Aster Street
Pemberton, BC V0N 2L0
P. 604-894-6371 TF. 800-298-7753
F. 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca

December 16, 2016

BY EMAIL ONLY (doug.garland@bcehs.ca)

Doug Garland
Manager, Kamloops Dispatch Operations Center
BC Ambulance Service
BC Emergency Health Services
Kamloops Dispatch Operations Centre

Dear Mr. Garland:

RE: BCAS DISPATCH PROTOCOLS TO HIGHLINE RD, D'ARCY, BC

On the night of the October 15th, 2016, there was a single vehicle accident at 4 km on south end of the Douglas Trail (Highline) Rd. that resulted in a fatality. There was intense rainfall in the area, and roads were wet and muddy. First responders, including BC Ambulance Service (BCAS) paramedics, responded with dedication and professionalism in very difficult circumstances, and the Board of the Squamish-Lillooet Regional District (SLRD) is grateful for their actions. However, the Board is left with concerns over how BCAS assets are deployed to the Highline Rd., and wishes to ensure that BCAS has the information required to make appropriate dispatch decisions based on knowledge of local conditions and geography.

The Highline Rd. is a stretch of Provincial highway that runs approximately 31 km from D'Arcy (SLRD Electoral Area C) to Seton Portage (SLRD Electoral Area B). It is a treacherous mountain road perched on the cliffs above Anderson Lake, one vehicle wide through many sections, and has a rough gravel surface with regular rock falls and washouts. The location of the October 15th accident, approximately 4 km north of D'Arcy, is characterized by steep grades and switchbacks with narrow creek crossings. The closest BCAS station to the accident scene is in Seton Portage, approximately 27 km away over the Highline Rd. The next most proximate station is 48 km away in Pemberton. Travel from the Pemberton station, however, is on paved blacktop. Despite the Seton Portage BCAS station being closest to the accident location, it is probable that a BCAS unit from Pemberton would have reached the scene sooner, given road conditions and weather. However, the Seton BCAS unit received the call and responded.

The SLRD Board requests that BCAS review its dispatch protocols with respect to the Highline Rd. and other rural areas in the province with similarly difficult terrain, and consider any required adjustments to those protocols to ensure that ambulance units are dispatched with consideration to travel time and road/weather conditions, as well as most proximate BCAS station.

The SLRD Board acknowledges the contribution that all first responders make to their communities, and is grateful for the service and dedication of BCAS paramedics during times of crisis. The Board appreciates your attention to and consideration of the issues raised above, and looks forward to a response from BCAS on this matter.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Jack Crompton', with a long horizontal stroke extending to the right.

Jack Crompton
Board Chair, Squamish-Lillooet Regional District

cc: MLA Jordan Sturdy (West Vancouver-Sea to Sky)
MLA Jackie Tegart (Fraser-Nicola)
BC Regional Districts (27)
SLRD Directors (*by email only*)
Lynda Flynn, Chief Administrative Officer, SLRD (*by email only*)



Box 219, 1350 Aster Street
Pemberton, BC V0N 2L0
P. 604-894-6371 TF. 800-298-7753
F. 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca

December 21, 2016

Gordon Anderson
Fire Commissioner
PO Box 9201 Stn Prov Govt
Victoria BC
V8W9J1

BY EMAIL (Gordon.A.Anderson@gov.bc.ca)

Dear Commissioner Anderson:

RE: VOLUNTEER FIRE DEPARTMENTS ON PRIVATE LAND

Society-operated volunteer fire departments (VFDs) have been an essential part of the public safety architecture in rural BC for over 70 years. Where it is impractical or unsustainable for local governments to provide fire protection services, these organizations have come together in small communities to provide a degree of structural fire protection not otherwise possible. In recent conversations with other regional districts throughout the province, the Squamish-Lillooet Regional District (SLRD) has recently been made aware of an issue that could affect the viability of society-operated VFDs.

Neither the current *Fire Services Act*, the new *Fire Safety Act* nor the *Local Government Act (LGA)* provides regional districts with the power to delegate the authority to enter onto private land to a society-operated VFD unless that society is created by the regional district. Specifically, under section 229(1) of the *LGA*, the ability of a regional district to delegate to a society or corporation is limited to delegations to a society or corporation created by the regional district; as such, a society-operate VFD that is not a function of/created by a regional district cannot take advantage of the statutory authority regarding right of entry under the *LGA*.

A society-operated VFD in another regional district reportedly recently raised this issue with their insurer. They were told that their liability insurance may be void if a claim were made against them with respect to their actions on private property and they did not have either delegated authority from the regional district or written permission of the property owner, to enter onto private land in the pursuit of their structural fire suppression duties. It is further inferred that WorkSafe BC coverage would also be void in the above circumstance.

The SLRD Board notes that society-operated VFDs pre-date the existence of regional districts in many rural areas. A brief consultation with SLRD legal counsel indicates that the right for a society-operated VFD to enter onto private land in the pursuit of structural fire suppression duties is most likely enshrined in common law. However, given that there may be insurers in the province

who are reconsidering how to apply liability protection to society-operated VFDs, the SLRD Board formally requests that:

1. The BC Office of the Fire Commissioner (OFC) step in and clarify that society-operated VFDs have the right to enter onto private land in the pursuit of their duties; and
2. The OFC legislate the right of society-operated VFDs to enter onto private land in the new *Fire Safety Act*.

In small, rural communities, society-operated VFDs are often at the heart of community volunteerism. These entities organize and focus on the desire to help a neighbour in an emergency. Without society-operated VFDs, many small communities would simply go without fire protection, as most regional districts have neither the resources nor the expertise to step in as the Authority Having Jurisdiction (AHJ) in all cases. The SLRD Board looks forward to the OFC guaranteeing through legislation, and communication to all stakeholders, that society-operated VFDs are an essential part of the first responder community in rural BC, and have the right to enter onto private land to complete their duties.

Sincerely yours,



Jack Crompton
Board Chair, Squamish-Lillooet Regional District

cc: MLA Jordan Sturdy (West Vancouver-Sea to Sky)
MLA Jackie Tegart (Fraser-Nicola)
BC Regional Districts (27)

PORT ALBERNI MARITIME HERITAGE SOCIETY
ACRD Grant-in-Aid – 2016
REPORT CONCERNING USE OF GRANT FUNDS



Project goal: To design and construct an open sided building, next to the Maritime Gallery on the Lighthouse pier, to protect and display the 36-foot heritage wooden steamboat “*The Swan*”. This vessel spent almost all its over 100 years of life in the ACRD area both on the Alberni Inlet and on Sproat Lake. This vessel which is probably not equalled anywhere in Canada must be preserved on land: it would be to expensive to keep it afloat.

Project Summary:

During 2016 the Port Alberni Maritime Heritage Society completed the construction of the open sided building to house the Swan. The building is of the highest professional standards and in appearance complements galleries. Most the construction work was completed by (often very qualified) volunteers. Our \$5,000 ACRD Grant in Aid for 2016 was applied to the total cash payments for materials and services of \$14,355.

Three hundred and sixty volunteer hours were contributed to the project representing a very significant commitment by members of the society and local volunteers. At Government Gaming rates the volunteer time was equivalent to approx. \$5,000, and at market rates equivalent to \$7,200.

In addition to our volunteers we received generous contributions of “in-kind” materials and services from local businesses and the McLean Mill to a total value of \$5,400. These figures show that this project has been supported by all sectors of the community.

Partners: The display of “*The Swan*” along with the other heritage vessel on the same site (our Boom-boat “*Tatoosh*”, a dugout canoe, and a planned wooden double-ender troller) is only possible with the help of our partners: The AV Museum; The Port Authority; the McLean Mill; ACRD and our local business community.

Use of ACRD funds: The funds requested from the ACRD was applied to the overall costs.

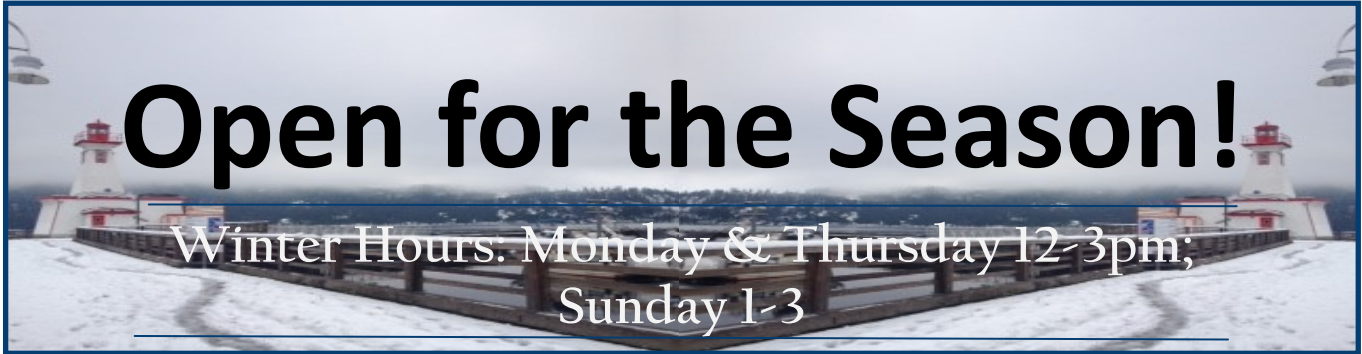
Recognition: The contribution of ACRD is acknowledged in our gallery and will be on the exhibit when it is completed.



AHOY! Mateys

An irregular news-sheet for Members and Friends of the
PORT ALBERNI MARITIME HERITAGE SOCIETY

December 2016



MARITIME HERITAGE NIGHTS RETURN

Mark your calendar and join us on January 19th for "Early Salmon Canning in B.C., 1871-1914" and on February 23rd for "Reorganizing the Fishing Industry, 1914-1939", when our featured speaker will be Dr. Jamie Morton, Director of AV Museum. Both nights begin at 7 p.m. at the AV Museum, Wallace Street. Coming on October 19th: "Rum Running on the West Coast" with author Rick James.

ALBERNI OUTBOARDS EXHIBIT CONTINUES

This popular exhibit is being held over for 2017 and will be enhanced with more contributions from Bob Cole and others.

TSUNAMI EXHIBIT COMING BACK

With the help of AV Museum staff Kirsten and Shelley, we are developing a reduced-in-size exhibit of the 1964 tsunami event.

PAMHS LIBRARY NOW OPEN

Members are invited to browse in our newly catalogued library, which includes a broad range of volumes about ships, the sea, and maritime history. With a simple sign-out procedure, members may borrow books during open hours. If you have books you think will be useful and that you would like to donate, please bring them in and we will take a look.

Fall/Winter Events 2016

In October, we held a collaborative Halloween event with the VIRL and PacificCARE. With crafts, sensory tables and a puppet show, the event was very successful with many happy kids. This December we had three kids events for the community. There were two Christmas Crafternoons on Sunday the 11th and 18th where kids came in a made Christmas crafts and decorations. Despite the weather being out to get us, we had a good Santa event on the 18th as well. Santa talked to all the kids and helped some with their crafts.



The Back Page

We are always looking for new members, volunteers and people prepared to accept positions on our board. The “back page”, included in each issue of our newsletter, provides you with the basic facts about PAMHS. Join us!

Our Mission

To **Present**, **Preserve** and **Promote** the maritime heritage of Port Alberni, Alberni Inlet, Barkley Sound and Vancouver Island's west coast.

Presentation

The Hutcheson Gallery

Named in honour of our founder, Ken Hutcheson, this gallery houses several ever changing exhibitions. Our gallery guides can show you interesting artifacts and inform you of many events in our maritime history.

Maritime Discovery Centre in the “Lighthouse”

Located at Port Alberni's harbour front, the Maritime Discovery Centre opened in 2000. This 'pocket' maritime museum explores the history of lighthouses. It also features artifacts and stories about lighthouses and life on the lights along the wild West Coast.

A place for all ages, "hands on" fun is very much part of all exhibits, as is an effort to create a sense of adventure, of learning and excitement about our local maritime history and heritage. Each of our exhibits has a story to tell.

Heritage Lookouts

Permanent display boards mounted along the pier and walkway allow visitors to compare the harbour's past and present.

Preservation

Heritage vessels

We have preserved the *Bamfield Lifeboat*, a local Boom-Boat “*Tatoosh*”, the steamboat “*The Swan*” and other small vessels of local heritage importance. They are on display at the Quay.

Work on these vessels is fun and rewarding for our volunteers—of whom we always need more.

Marine artifacts

Our relationship with the Alberni Valley Museum allows us to preserve marine artifacts which are either displayed in our galleries or entrusted to the care of the Museum.

Promotion

The Society promotes local maritime awareness through year round events for members, families, youth, children, tourists and visitors.

Maritime Days for Children

“Maritime Days” on Summer Saturdays offer themed programs of stories, crafts and hands-on learning free-of-charge through out the Summer at the Maritime Discovery Centre.

Programs and speakers

During the winter season, our Maritime Heritage Nights are open to our members and the general public with admission by donation.

We Are

- A British Columbia Registered Society
- A registered Canadian charitable organization
- A volunteer board of directors
- Members of the Alberni Heritage Commission and the Heritage Network
- Members of the Canadian and BC Museums Associations

We Work With

- The Alberni Valley Museum
- Port Alberni Port Authority
- The City of Port Alberni
- The Alberni Clayoquot Regional District
- Other Vancouver Island Maritime Heritage Societies and the Maritime Museum of BC as part of the Vancouver Island Marine Heritage Network

Do you have a passion for matters maritime?

- Become a member of our Society
- Volunteer to help restore our heritage vessels
- Assist with special events
- Make tax-deductible donation or in-kind gift
- Sponsor a program or exhibit
- Bring a friend to visit our exhibits
- Attend a Maritime Heritage Night
- Bring your children to Maritime Days

**Port Alberni Maritime
Heritage Society**
CONTACT US AT:
Box 336, Port Alberni, BC V9Y7M8
Tel 250 723 6164
email: portalbernimhs@gmail.com

From: Vancouver Island Economic Alliance [<mailto:george=viea.ca@mail97.atl111.rsgsv.net>] **On Behalf Of** Vancouver Island Economic Alliance
Sent: Thursday, December 29, 2016 9:45 AM
To: Wendy Thomson <wthomson@acrd.bc.ca>
Subject: Conference Board of Canada event - January 25

Invitation - Conference Board of Canada - January 25 in Nanaimo
- Register now.

[View this email in your browser](#)



Is The Strength of the Island Economy Sustainable?

All your plans for the year ahead hinge on knowing what's up with the economy - so here's your chance to get an in-depth look at the economic conditions of Canada, B.C. and the Island, how they interact with the global economy, and where business is headed in 2017.

In partnership with The [Conference Board of Canada](#), [VIEA](#) is pleased to once again present the Western Business Outlook: Vancouver Island; which arrives in Nanaimo on January 25th, 2017.

Join us for an informative morning session at the [Coast Bastion Hotel](#) where Canada's renowned economists will provide attendees the opportunity to take a deep dive into the numbers that continue to drive the Vancouver Island and B.C. economy for 2017 and beyond.

This half-day, morning seminar will feature The Conference Board of Canada's well-known economic forecast and analysis for British Columbia, followed by a forum of some of the Island's leading business experts discussing the current provincial challenges and opportunities. This session will allow Vancouver Island's business leaders to explore the answers the following questions:

- Where is the B.C. resource sector heading?
- What is underpinning the B.C. success story?
- Will LNG finally get started and what impact will it have in the short term?
- What are the impacts of tectonic shifts in the Asia-Pacific economy and the slowdown in the Chinese economy on British Columbia and Vancouver Island?
- Is the strength in the B.C. economy sustainable?

Hear from:

- [Pedro Antunes](#), Executive Director, Economic Outlook and Analysis, and Deputy Chief Economist, The Conference Board of Canada
- [Alan Arcand](#), Associate Director, Centre for Municipal Studies, The Conference Board of Canada
- [Susan Mowbray](#), Senior Economist, MNP, LLP and leader of research and economic analysis for VIEA's annual ['State of the Island' Economic Report](#).

For the full agenda and speaker list, please visit the [event agenda](#) page.

[Register HERE.](#)

For more information, or for group pricing please contact Natasha Chipilova at the Conference Board at chipilova@conferenceboard.ca or 613-526-3090 ext. 478.

You may also be interested to know that:

- VIEA is a partner with the [National MBA Games](#) which is bringing hundreds of MBA students to Vancouver Island from across Canada to compete - January 2-4, 2017.
- VIEA is a partner with the 2nd [Aboriginal Business Match](#) event on Vancouver Island - March 27-29 in Port Hardy. (VIEA Members save 10% on registration.)
- VIEA's 2016 'State of the Island' [Economic Report](#) is now available on our website.
- The 11th annual [Economic Summit](#) will be October 25/26. Put it into your 2017 calendar and watch for details.



[follow on Twitter](#) | [friend on Facebook](#) | [forward to a friend](#)

Copyright © 2016 Vancouver Island Economic Alliance, All rights reserved.

You are receiving this email because you have attended VIEA events, asked to receive information,

you are a VIEA member, or have been referred by a colleague as someone interested in the vitality of the Vancouver Island economy.

Our mailing address is:

Vancouver Island Economic Alliance
P.O. Box 76, Station A
Nanaimo, Bc V9R 5K4
Canada

[Add us to your address book](#)

[unsubscribe from this list](#) | [update subscription preferences](#)

This email was sent to chairperson@acrd.bc.ca

[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

Vancouver Island Economic Alliance · P.O. Box 76, Station A · Nanaimo, Bc V9R 5K4 · Canada



TO: Board of Directors
FROM: Teri Fong, CPA, CGA, Manager of Finance
DATE OF MEETING: January 11, 2017
RE: Finance Warrant No.572

Recommendation:

That the Board of Directors approves Finance Warrant Number 572 in the amount of \$1,754,463.66 dated December 31, 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: Teri Fong, CPA, CGA, Manager of Finance

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



AP5100

Date : Jan 03, 2017

Page : 1

Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description					
0016	ACE COURIER SERVICES						
000157-0001	02-Dec-2016	Issued	313	T		18.03	
14185967	01-4-2500-000	PAYABLES - TRADE			18.03		
Invoice Description --> BWS - REFERENDUM							
Total :					18.03	0.00	18.03
000160-0001	19-Dec-2016	Issued	334	T		60.11	
14187148	01-4-2500-000	PAYABLES - TRADE			60.11		
Invoice Description --> BCWS - \$41.59, ACRD \$15.66							
Total :					60.11	0.00	60.11
Supplier Total :					78.14	0.00	78.14
0030	ACKLANDS-GRAINGER INC.						
000159-0001	13-Dec-2016	Issued	325	T		255.78	
9296165559	01-4-2500-000	PAYABLES - TRADE			45.69		
Invoice Description --> LBA - OFFICE SUPPLIES							
9296165567	01-4-2500-000	PAYABLES - TRADE			210.09		
Invoice Description --> LBA - OFFICE SUPPLIES							
Total :					255.78	0.00	255.78
Supplier Total :					255.78	0.00	255.78
0059	ADELHARDT CONCRETE PLUS						
000160-0002	19-Dec-2016	Issued	334	T		2845.50	
054198	01-4-2500-000	PAYABLES - TRADE			1312.50		
Invoice Description --> AVLF - 3RD AVE DEPOT - UPGRADES - CAPITAL							
054199	01-4-2500-000	PAYABLES - TRADE			1533.00		
Invoice Description --> AVLF - 3RD AVE DEPOT - UPGRADES - CAPITAL							
Total :					2845.50	0.00	2845.50
Supplier Total :					2845.50	0.00	2845.50
0031	AGAT LABORATORIES						
000157-0002	02-Dec-2016	Issued	313	T		2554.65	
16320525E	01-4-2500-000	PAYABLES - TRADE			526.31		
Invoice Description --> AVLF - WATER MONITORING							
16320518E	01-4-2500-000	PAYABLES - TRADE			836.59		
Invoice Description --> AVLF - WATER MONITORING							
16320521E	01-4-2500-000	PAYABLES - TRADE			1191.75		
Invoice Description --> AVLF - WATER MONITORING							
Total :					2554.65	0.00	2554.65
Supplier Total :					2554.65	0.00	2554.65

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



AP5100

Date : Jan 03, 2017

Page : 2

Time : 9:58 am

Supplier : 0002 To Z4209
 Trans. Date : 01-Dec-2016 To 31-Dec-2016
 Cheque Date : 01-Dec-2016 To 31-Dec-2016
 Cheque No. : All
 Batch No. : All

Bank : 0099 To 4
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
40019	14-Dec-2016		Issued	335	C	18776.09		
16-000826	01-4-2500-000	PAYABLES - TRADE				18776.09		
Invoice Description --> AVEP - SUPPLY AND INSTALL GENERATOR 100% COMPLETE								
Total :						18776.09	0.00	18776.09
Supplier Total :						18776.09	0.00	18776.09

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
0056	AIRGAS CANADA INC.							
339953	08-Dec-2016		Issued	326	C	28.22		
305316	01-4-2500-000	PAYABLES - TRADE				28.22		
Invoice Description --> SLVFD - OXYGEN								
Total :						28.22	0.00	28.22
40017	14-Dec-2016		Issued	335	C	24.49		
305264	01-4-2500-000	PAYABLES - TRADE				24.49		
Invoice Description --> BCVFD - OXYGEN								
Total :						24.49	0.00	24.49
Supplier Total :						52.71	0.00	52.71

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
0057	ALBERNI DISTRICT HISTORICAL SOCIETY							
40018	14-Dec-2016		Issued	335	C	10.00		
10	01-4-2500-000	PAYABLES - TRADE				10.00		
Invoice Description --> ACRD - MEMBERSHIP 2017								
Total :						10.00	0.00	10.00
Supplier Total :						10.00	0.00	10.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
0021	ALBERNI DISTRICT CO-OP ASSOCIATION							
40016	14-Dec-2016		Issued	335	C	1454.37		
BCVFD - NOV/16	01-4-2500-000	PAYABLES - TRADE				188.25		
Invoice Description --> BCVFD - NOV 2016 FUEL COSTS								
BCWS - NOV/16	01-4-2500-000	PAYABLES - TRADE				492.36		
Invoice Description --> BCWS - NOV 2016 FUEL COSTS								
ACRD - NOV/16	01-4-2500-000	PAYABLES - TRADE				773.76		
Invoice Description --> ACRD - NOV 2016 FUEL COSTS								
Total :						1454.37	0.00	1454.37
Supplier Total :						1454.37	0.00	1454.37

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
0032	ALBERNI LANDSCAPING							
00160-0003	19-Dec-2016		Issued	334	T	220.50		
6205	01-4-2500-000	PAYABLES - TRADE				220.50		
Invoice Description --> AVRA - GROUNDS MAINTENANCE								
Total :						220.50	0.00	220.50

Cheque Register - Detail - Supp.



AP5100

Date : Jan 03, 2017

Page : 3

Time : 9:58 am

Supplier : 0002 To Z4209
 Trans. Date : 01-Dec-2016 To 31-Dec-2016
 Cheque Date : 01-Dec-2016 To 31-Dec-2016
 Cheque No. : All
 Batch No. : All

Bank : 0099 To 4
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	Amount
Invoice No.	Account No.	Account Description					
Supplier Total :					220.50	0.00	220.50

0439	ALBERNI VALLEY OUTDOOR CLUB						
40020	14-Dec-2016	Issued	335	C			460.56
JUL-NOV/2016	01-4-2500-000	PAYABLES - TRADE			460.56		
Invoice Description -->		REGIONAL PARKS - ALBERNI INLET TRAIL MAINTENANCE					
Total :					460.56	0.00	460.56
Supplier Total :					460.56	0.00	460.56

0270	ANDREW SHERET LTD.						
00157-0003	02-Dec-2016	Issued	313	T			2518.79
03-085517	01-4-2500-000	PAYABLES - TRADE			532.53		
Invoice Description -->		BCWS - STRICK RD PUMPHOUSE MAINTENANCE					
03-083554	01-4-2500-000	PAYABLES - TRADE			1986.26		
Invoice Description -->		BCWS - SMALL TOOLS & WATER QUALITY					
Total :					2518.79	0.00	2518.79
00159-0002	13-Dec-2016	Issued	325	T			348.84
03-087713	01-4-2500-000	PAYABLES - TRADE			135.52		
Invoice Description -->		BCWS - WATER SYSTEM SUPPLIES					
03-087554	01-4-2500-000	PAYABLES - TRADE			213.32		
Invoice Description -->		BCWS - SMALL TOOLS					
Total :					348.84	0.00	348.84
Supplier Total :					2867.63	0.00	2867.63

0392	ASAP GEOMATIX						
39954	08-Dec-2016	Issued	326	C			2916.48
Q522-2016	01-4-2500-000	PAYABLES - TRADE			2916.48		
Invoice Description -->		AVRA - RUNWAY EXTENSION - CAPITAL					
Total :					2916.48	0.00	2916.48
Supplier Total :					2916.48	0.00	2916.48

0508	BAMFIELD BUILDERS SUPPLY						
00159-0003	13-Dec-2016	Issued	325	T			10.67
180908	01-4-2500-000	PAYABLES - TRADE			10.67		
Invoice Description -->		BWS - MAINTENANCE SUPPLIES					
Total :					10.67	0.00	10.67
Supplier Total :					10.67	0.00	10.67

0503	BAMFIELD CENTENNIAL PARK						
40044	20-Dec-2016	Issued	337	C			1275.59
SEP2016POS	01-4-2500-000	PAYABLES - TRADE			1275.59		

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



AP5100 **Page : 4**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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				
Invoice Description --> SEPTEMBER 2016 BCP POS NET REVENUES						
Total :				1275.59	0.00	1275.59
Supplier Total :				1275.59	0.00	1275.59

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0660	BC HYDRO					
40021	14-Dec-2016		Issued	335	C	4916.69
400002746974	01-4-2500-000	PAYABLES - TRADE		4916.69		
Invoice Description --> ACRD - HYDRO CONSOLIDATED						
Total :				4916.69	0.00	4916.69
Supplier Total :				4916.69	0.00	4916.69

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0700	BC TRANSIT					
40022	14-Dec-2016		Issued	335	C	17072.00
1016602	01-4-2500-000	PAYABLES - TRADE		17072.00		
Invoice Description --> OCT 2016 CUSTOM TRANSIT						
Total :				17072.00	0.00	17072.00
Supplier Total :				17072.00	0.00	17072.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
0740	BEAVER CREEK HOME CENTER					
000157-0004	02-Dec-2016		Issued	313	T	688.57
1611-967084	01-4-2500-000	PAYABLES - TRADE		-46.29		
Invoice Description --> SB WATER - CREDIT SUPPLIES						
1610-954416	01-4-2500-000	PAYABLES - TRADE		2.56		
Invoice Description --> BCWS - BUILD MAINT - SHOP						
1610-944669	01-4-2500-000	PAYABLES - TRADE		13.02		
Invoice Description --> AVLF/ WCLF - SUPPLIES						
1610-947846	01-4-2500-000	PAYABLES - TRADE		18.44		
Invoice Description --> BCWS - PUMPHOUSE MAINT - KITS						
1610-938732	01-4-2500-000	PAYABLES - TRADE		21.57		
Invoice Description --> BCWS - BUILD MAINT. - SHOP TOILET						
0740	01-4-2500-000	PAYABLES - TRADE		53.06		
Invoice Description --> BCWS - BUILDING MAINT - SHOP						
1610-950636	01-4-2500-000	PAYABLES - TRADE		626.21		
Invoice Description --> BCWS - PUMPHOUSE MAINT - DARNLEY						
Total :				688.57	0.00	688.57

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
000159-0004	13-Dec-2016		Issued	325	T	261.47
1611-970717	01-4-2500-000	PAYABLES - TRADE		13.01		
Invoice Description --> AVLF - 3RD AVE DEPOT - RENO - CAPITAL						
1611-970510	01-4-2500-000	PAYABLES - TRADE		93.69		
Invoice Description --> AVLF - 3RD AVE DEPOT - RENOS - CAPITAL						
1612-971206	01-4-2500-000	PAYABLES - TRADE		154.77		
Invoice Description --> AVLF - 3RD AVE DEPOT - RENO - CAPITAL						

Cheque Register - Detail - Supp.



AP5100

Date : Jan 03, 2017

Page : 5

Time : 9:58 am

Supplier : 0002 To Z4209
 Trans. Date : 01-Dec-2016 To 31-Dec-2016
 Cheque Date : 01-Dec-2016 To 31-Dec-2016
 Cheque No. : All
 Batch No. : All

Bank : 0099 To 4
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				261.47	0.00	261.47
00160-0004	19-Dec-2016	Issued	334	T		1407.24
1611-963020	01-4-2500-000	PAYABLES - TRADE		-158.77		
Invoice Description -->		SLVFD - CREDIT HALL #3 UPGRADES - CAPITAL				
1611-965208	01-4-2500-000	PAYABLES - TRADE		-16.48		
Invoice Description -->		SLVFD - CREDIT - HALL#3 UPGRADE - CAPITAL				
1611-958661	01-4-2500-000	PAYABLES - TRADE		3.17		
Invoice Description -->		SLVFD- EQUIPMENT				
1611-964863	01-4-2500-000	PAYABLES - TRADE		7.71		
Invoice Description -->		SLVFD- HALL #3 UPGRADES - CAPITAL				
1611-962198	01-4-2500-000	PAYABLES - TRADE		32.45		
Invoice Description -->		BCWS - WATER SYSTEM SUPPLIES				
1611- 965213	01-4-2500-000	PAYABLES - TRADE		41.09		
Invoice Description -->		SLVFD - HALL #3 UPGRADES - CAPITAL				
1611-956735	01-4-2500-000	PAYABLES - TRADE		48.26		
Invoice Description -->		SLVFD - EQUIPMENT				
1611-956570	01-4-2500-000	PAYABLES - TRADE		78.75		
Invoice Description -->		AVEP - SAND				
1611-958876	01-4-2500-000	PAYABLES - TRADE		98.39		
Invoice Description -->		SLVFD- HALL #3 UPGRADES - CAPITAL				
16-11-963025	01-4-2500-000	PAYABLES - TRADE		158.77		
Invoice Description -->		SLVFD - HALL #3 UPGRADES - CAPITAL				
1611-964836	01-4-2500-000	PAYABLES - TRADE		380.43		
Invoice Description -->		SLVFD - HALL #3 - UPGRADES - CAPITAL				
1611-962417	01-4-2500-000	PAYABLES - TRADE		733.47		
Invoice Description -->		SLVFD - HALL #3 UPGRADES - CAPITAL				
Total :				1407.24	0.00	1407.24
Supplier Total :				2357.28	0.00	2357.28

0791	BERRY & VALE CONTRACTING LTD					
000159-0005	13-Dec-2016	Issued	325	T		104999.07
2030	01-4-2500-000	PAYABLES - TRADE		36839.80		
Invoice Description -->		WCLF - NOV CONTRACT - \$34,893.52, FREON \$192				
2029	01-4-2500-000	PAYABLES - TRADE		68159.27		
Invoice Description -->		AVLF - NOV CONTRACT - \$63,495.41, FREON\$612, MMBC \$806.18				
Total :				104999.07	0.00	104999.07
000160-0005	19-Dec-2016	Issued	334	T		13284.85
2037	01-4-2500-000	PAYABLES - TRADE		474.43		
Invoice Description -->		AVLF - ACCESS RD - CAPITAL				
2026	01-4-2500-000	PAYABLES - TRADE		12810.42		
Invoice Description -->		BCWS - FINAL PROGRESS CLAIM - BC RD WATERMAIN REPLACEMENT - CAPITAL				
Total :				13284.85	0.00	13284.85
Supplier Total :				118283.92	0.00	118283.92

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



AP5100

Date : Jan 03, 2017

Page : 6

Time : 9:58 am

Supplier : 0002 To Z4209
 Trans. Date : 01-Dec-2016 To 31-Dec-2016
 Cheque Date : 01-Dec-2016 To 31-Dec-2016
 Cheque No. : All
 Batch No. : All

Bank : 0099 To 4
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
0825	BLACK PRESS GROUP LTD.						
000160-0006	19-Dec-2016		Issued	334	T	70.40	
33046963	01-4-2500-000	PAYABLES - TRADE			70.40		
Invoice Description -->		ACRD - \$70.40					
Total :					70.40	0.00	70.40
Supplier Total :					70.40	0.00	70.40
0827	BLAKEY ELECTRIC						
39955	08-Dec-2016		Issued	326	C	2274.71	
91552	01-4-2500-000	PAYABLES - TRADE			57.75		
Invoice Description -->		BCWS - KITS PUMPHOUSE MAINTENANCE					
91551	01-4-2500-000	PAYABLES - TRADE			2216.96		
Invoice Description -->		BCWS - COMPOUND UPGRADES - CAPITAL					
Total :					2274.71	0.00	2274.71
Supplier Total :					2274.71	0.00	2274.71
0914	BOWERMAN EXCAVATING LTD						
39951	01-Dec-2016		Issued	315	C	710832.49	
9076	01-4-2500-000	PAYABLES - TRADE			710832.49		
Invoice Description -->		AVRA - RUNWAY EXTENSION - PROGRESS CLAIM #6 - CAPITAL					
Total :					710832.49	0.00	710832.49
39956	08-Dec-2016		Issued	326	C	56134.27	
3189-3	01-4-2500-000	PAYABLES - TRADE			20592.65		
Invoice Description -->		AVLF - ACCESS RD - PROGRESS CLAIM #3 - CAPITAL					
9076 REVISED	01-4-2500-000	PAYABLES - TRADE			35541.62		
Invoice Description -->		AVRA - RUNWAY EXTENSION - GST ONLY PROGRESS CLAIM #6					
Total :					56134.27	0.00	56134.27
40055	21-Dec-2016		Issued	340	C	73204.73	
9148	01-4-2500-000	PAYABLES - TRADE			73204.73		
Invoice Description -->		AVRA RUNWAY EXTENSION PROGRESS #7					
Total :					73204.73	0.00	73204.73
40056	21-Dec-2016		Issued	341	C	3660.24	
9148REVISED	01-4-2500-000	PAYABLES - TRADE			3660.24		
Invoice Description -->		AVRA RUNWAY EXTENSION PROGRESS #7 REVISED					
Total :					3660.24	0.00	3660.24
Supplier Total :					843831.73	0.00	843831.73
0916	BOWMARK CONCRETE LTD.						
40025	14-Dec-2016		Issued	335	C	893.34	
15579	01-4-2500-000	PAYABLES - TRADE			893.34		
Invoice Description -->		SLVFD - EQUIPMENT					

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



Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				893.34	0.00	893.34
Supplier Total :				893.34	0.00	893.34

0950 BRETT, KENNETH

00159-0006	13-Dec-2016		Issued	325	T	1000.00	
BRE177034	01-4-2500-000	PAYABLES - TRADE			1000.00		
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION							
Total :					1000.00	0.00	1000.00
Supplier Total :					1000.00	0.00	1000.00

1035 BUTLER, LES

00159-0007	13-Dec-2016		Issued	325	T	3150.00	
2016-11	01-4-2500-000	PAYABLES - TRADE			3150.00		
Invoice Description --> BWS - NOV 2016 CONTRACTOR							
Total :					3150.00	0.00	3150.00
Supplier Total :					3150.00	0.00	3150.00

1074 CALEDONIA FIRE PROTECTION

39957	08-Dec-2016		Issued	326	C	1935.36	
17866-1	01-4-2500-000	PAYABLES - TRADE			241.50		
Invoice Description --> WCLF - ANNUAL INSPECTION OF FIRE EXTINGUISHERS							
17867-1	01-4-2500-000	PAYABLES - TRADE			484.68		
Invoice Description --> LBA - ANNUAL INSPECTION OF FIRE EXTINGUISHERS							
17868-1	01-4-2500-000	PAYABLES - TRADE			490.75		
Invoice Description --> LBA - ANNUAL INSPECTION OF FIRE EXTINGUISHERS							
17869-1	01-4-2500-000	PAYABLES - TRADE			718.43		
Invoice Description --> LBA - ANNUAL INSPECTION OF FIRE EXTINGUISHERS							
Total :					1935.36	0.00	1935.36
Supplier Total :					1935.36	0.00	1935.36

1110 CANADA POST CORPORATION

00159-0008	13-Dec-2016		Issued	325	T	93.02	
9606888187	01-4-2500-000	PAYABLES - TRADE			93.02		
Invoice Description --> SPROAT LAKE - NEWSLETTER							
Total :					93.02	0.00	93.02
Supplier Total :					93.02	0.00	93.02

1197 CARVELLO LAW CORPORATION

39959	08-Dec-2016		Issued	326	C	3464.15
1462	01-4-2500-000	PAYABLES - TRADE			3464.15	
Invoice Description --> PLANNING - ZONING BYLAW						

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



AP5100 **Page : 8**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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	
Total :				3464.15	0.00	3464.15
Supplier Total :				3464.15	0.00	3464.15
<hr/>						
1270	CDW CANADA INC					
00157-0005	02-Dec-2016	Issued	313	T		1058.15
GBV4720	01-4-2500-000	PAYABLES - TRADE		259.32		
Invoice Description --> ACRD - BACK UP TAPES						
FZS0078	01-4-2500-000	PAYABLES - TRADE		798.83		
Invoice Description --> AVEP - PRINTER						
Total :				1058.15	0.00	1058.15
Supplier Total :				1058.15	0.00	1058.15
<hr/>						
00160-0007	19-Dec-2016	Issued	334	T		384.35
GFC9687	01-4-2500-000	PAYABLES - TRADE		384.35		
Invoice Description --> AVEP - HP JETDIRECT PRINT SERVER						
Total :				384.35	0.00	384.35
Supplier Total :				1442.50	0.00	1442.50
<hr/>						
1316	CERTITECH IT SERVICES					
00159-0009	13-Dec-2016	Issued	325	T		7665.00
00198	01-4-2500-000	PAYABLES - TRADE		7665.00		
Invoice Description --> NOV 2016 - IT SUPPORT \$6,400, BCWS \$400, FIRE DEPT\$200, AVEP \$300						
Total :				7665.00	0.00	7665.00
Supplier Total :				7665.00	0.00	7665.00
<hr/>						
1402	CHRISTINA BENTY					
40027	14-Dec-2016	Issued	335	C		3152.07
48B	01-4-2500-000	PAYABLES - TRADE		3152.07		
Invoice Description --> ACRD - ASSET MANAGEMENT WORKSHOP						
Total :				3152.07	0.00	3152.07
Supplier Total :				3152.07	0.00	3152.07
<hr/>						
1342	CITY OF PORT ALBERNI					
00157-0006	02-Dec-2016	Issued	313	T		100.00
CCF2016-04-REFUN	01-4-2500-000	PAYABLES - TRADE		100.00		
Invoice Description --> WOODSTOVE INSPECTION REFUND - CCF2016-04- DRYBOUGH						
Total :				100.00	0.00	100.00
Supplier Total :				100.00	0.00	100.00
<hr/>						
1382	COAST BC CATERING 2010					
00157-0007	02-Dec-2016	Issued	313	T		351.54
#67 -2016	01-4-2500-000	PAYABLES - TRADE		351.54		

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



AP5100

Date : Jan 03, 2017

Page : 9

Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> ACRD - COMMITTEE LUNCH						
Total :				351.54	0.00	351.54
00159-0010	13-Dec-2016	Issued	325	T		455.70
#70 -2016	01-4-2500-000	PAYABLES - TRADE		455.70		
Invoice Description --> ACRD - ASSET MANAGEMENT TRAINING						
Total :				455.70	0.00	455.70
00161-0001	23-Dec-2016	Issued	338	T		358.31
#73 - 2016	01-4-2500-000	PAYABLES - TRADE		358.31		
Invoice Description --> ACRD - STRATEGIC PLANNING MEETING						
Total :				358.31	0.00	358.31
Supplier Total :				1165.55	0.00	1165.55

1440	COMOX FIREFIGHTERS ASSOCIATION					
40028	14-Dec-2016	Issued	335	C		525.00
FIRE ATTACK 20161	01-4-2500-000	PAYABLES - TRADE		525.00		
Invoice Description --> SLVFD - TRAINING						
Total :				525.00	0.00	525.00
Supplier Total :				525.00	0.00	525.00

1403	COPAN CIVIL LTD.					
339960	08-Dec-2016	Issued	326	C		122119.42
J004292	01-4-2500-000	PAYABLES - TRADE		122119.42		
Invoice Description --> BCWS - ARVAY, PIERCE, MERSEY WATERMAIN - CAPITAL						
Total :				122119.42	0.00	122119.42
Supplier Total :				122119.42	0.00	122119.42

0806	CORIX - CONTROL SOLUTIONS LP					
00157-0008	02-Dec-2016	Issued	313	T		172.50
INV44537	01-4-2500-000	PAYABLES - TRADE		172.50		
Invoice Description --> BCWS - STRICK RD PUMPHOUSE MAINTENANCE						
Total :				172.50	0.00	172.50
Supplier Total :				172.50	0.00	172.50

0810	CORIX UTILITIES INC.					
40023	14-Dec-2016	Issued	335	C		1417.03
2061302479	01-4-2500-000	PAYABLES - TRADE		1417.03		
Invoice Description --> BCWS - BCVFD - HYDRANT MAINTENANCE 50/50						
Total :				1417.03	0.00	1417.03

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



AP5100 **Page : 10**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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	
Supplier Total :					1417.03	0.00	1417.03

1650	CUPE - LOCAL 118						
00159-0011	13-Dec-2016		Issued	325	T	1603.11	
DUESNOV16	01-4-2500-000	PAYABLES - TRADE			1603.11		
Invoice Description -->		NOVEMBER 2016 UNION DUES					
Total :					1603.11	0.00	1603.11
Supplier Total :					1603.11	0.00	1603.11

1672	D.A.S.T WELDING INC.						
39961	08-Dec-2016		Issued	326	C	890.40	
5009	01-4-2500-000	PAYABLES - TRADE			338.53		
Invoice Description -->		AVLF - 3RD AVE DEPOT - UGRADES - CAPITAL					
102544	01-4-2500-000	PAYABLES - TRADE			551.87		
Invoice Description -->		GIA - LOG TRAIN TRAIL					
Total :					890.40	0.00	890.40
Supplier Total :					890.40	0.00	890.40

4002	DIGITAL POSTAGE ON CALL						
39972	08-Dec-2016		Issued	326	C	2000.00	
DEC.01/16	01-4-2500-000	PAYABLES - TRADE			2000.00		
Invoice Description -->		POSTAGE ACCOUNT - 8000202700					
Total :					2000.00	0.00	2000.00
Supplier Total :					2000.00	0.00	2000.00

5375	DISTRICT OF UCLUELET						
39981	08-Dec-2016		Issued	326	C	94.50	
PERMIT #2900	01-4-2500-000	PAYABLES - TRADE			94.50		
Invoice Description -->		ACRD - FINANCIAL PLANNING MEETING FEB.1/17					
Total :					94.50	0.00	94.50
Supplier Total :					94.50	0.00	94.50

1847	DUPERE, JOHANNE						
00159-0012	13-Dec-2016		Issued	325	T	200.00	
DUP177035	01-4-2500-000	PAYABLES - TRADE			200.00		
Invoice Description -->		SPROAT PARKS CARETAKER					
Total :					200.00	0.00	200.00
Supplier Total :					200.00	0.00	200.00

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



AP5100 **Page : 11**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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	
000158-0001	09-Dec-2016		Issued	321	T	1750.00
EDUVALL76951	01-4-2500-000	PAYABLES - TRADE				1750.00
Invoice Description --> ACRD OFFICE - MONTHLY JANITORIAL						
Total :						1750.00
Supplier Total :						1750.00

1999 E-Z SEE REFLECTIVE ADDRESS SYSTEMS

000159-0013	13-Dec-2016		Issued	325	T	325.50
307	01-4-2500-000	PAYABLES - TRADE				44.10
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
301	01-4-2500-000	PAYABLES - TRADE				48.30
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
302	01-4-2500-000	PAYABLES - TRADE				48.30
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
304	01-4-2500-000	PAYABLES - TRADE				92.40
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
305	01-4-2500-000	PAYABLES - TRADE				92.40
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
Total :						325.50
Supplier Total :						325.50

1934 EDEN TREE FARM AND GARDENING

39962	08-Dec-2016		Issued	326	C	5586.75
#4NOV16	01-4-2500-000	PAYABLES - TRADE				5586.75
Invoice Description --> PLANNING - AGRICULTURAL SUPPORT						
Total :						5586.75
Supplier Total :						5586.75

1970 EQUIFAX CANADA INC.

40029	14-Dec-2016		Issued	335	C	53.45
4005462	01-4-2500-000	PAYABLES - TRADE				53.45
Invoice Description --> WCLF & AVLF - CREDIT CHECK FEES						
Total :						53.45
Supplier Total :						53.45

1990 EVITT ELECTRIC

000160-0008	19-Dec-2016		Issued	334	T	111.91
35700	01-4-2500-000	PAYABLES - TRADE				111.91
Invoice Description --> SLVFD - HALL #3 UPGRADES - CAPITAL						
Total :						111.91

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



AP5100

Date : Jan 03, 2017

Page : 12

Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Supplier Total :						111.91	0.00	111.91

2011	FAST TECHNOLOGIES LTD.							
00159-0014	13-Dec-2016		Issued	325	T	535.50		
073311	01-4-2500-000	PAYABLES - TRADE			535.50			
Invoice Description -->		SLVFD - EQUIPMENT						
Total :						535.50	0.00	535.50
Supplier Total :						535.50	0.00	535.50

2034	FIVE STAR UNIFORMS							
40030	14-Dec-2016		Issued	335	C	213.84		
2491	01-4-2500-000	PAYABLES - TRADE			213.84			
Invoice Description -->		BCVFD - UNIFORMS						
Total :						213.84	0.00	213.84
Supplier Total :						213.84	0.00	213.84

2067	FORTISBC							
39963	08-Dec-2016		Issued	326	C	112.22		
NOV.23/16	01-4-2500-000	PAYABLES - TRADE			112.22			
Invoice Description -->		BCVFD - MONTHLY NATURAL GAS FOR HALL						
Total :						112.22	0.00	112.22
Supplier Total :						112.22	0.00	112.22

2140	GEDDES, RICHARD D.							
00159-0015	13-Dec-2016		Issued	325	T	55.00		
RG-SLVFD0177037	01-4-2500-000	PAYABLES - TRADE			55.00			
Invoice Description -->		SLVFD - MONTHLY PHONE REIMBURSEMENT						
Total :						55.00	0.00	55.00
00160-0009	19-Dec-2016		Issued	334	T	909.34		
001	01-4-2500-000	PAYABLES - TRADE			909.34			
Invoice Description -->		LBA - ASSISTANCE/PLANNING LBA ERP EXERCISE						
Total :						909.34	0.00	909.34
Supplier Total :						964.34	0.00	964.34

2300	GRAND & TOY							
40031	14-Dec-2016		Issued	335	C	40.81		
K441131	01-4-2500-000	PAYABLES - TRADE			40.81			
Invoice Description -->		ACRD - OFFICE SUPPLIES						
Total :						40.81	0.00	40.81

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



AP5100 **Page : 13**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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				
Supplier Total :							40.81	0.00	40.81

2322	GUILLEVIN INTERNATIONAL CO.								
00160-0010	19-Dec-2016	Issued	334	T			323.52		
0428-505765	01-4-2500-000	PAYABLES - TRADE		323.52					
Invoice Description -->		SLVFD - EQUIPMENT							
Total :							323.52	0.00	323.52
Supplier Total :							323.52	0.00	323.52

2330	GW SOLUTIONS								
39965	08-Dec-2016	Issued	326	C			4001.84		
GWS 16-35-2	01-4-2500-000	PAYABLES - TRADE		4001.84					
Invoice Description -->		WELL LICENSING -AVRA - MWS - SB X 2 - . CSP - LBA X 2 -							
Total :							4001.84	0.00	4001.84
Supplier Total :							4001.84	0.00	4001.84

2485	HOLDER, DAN								
40045	20-Dec-2016	Issued	337	C			13221.25		
DEC31/16-FSC	01-4-2500-000	PAYABLES - TRADE		2073.75					
Invoice Description -->		FIRE SERVICES COORDINATOR - DEC 2016							
DEC31/16-ESC	01-4-2500-000	PAYABLES - TRADE		3465.00					
Invoice Description -->		EMERGENCY SERVICES COORDINATOR - DEC 2016							
NOV30/16-ESC	01-4-2500-000	PAYABLES - TRADE		3465.00					
Invoice Description -->		EMERGENCY SERVICES COORDINATOR - NOV.2016							
NOV30/16-FSC	01-4-2500-000	PAYABLES - TRADE		4217.50					
Invoice Description -->		FIRE SERVICES COORDINATOR - NOV 2016							
Total :							13221.25	0.00	13221.25
Supplier Total :							13221.25	0.00	13221.25

2499	HOMETOWN AUTOMOTIVE LTD.								
00157-0009	02-Dec-2016	Issued	313	T			332.67		
5347	01-4-2500-000	PAYABLES - TRADE		332.67					
Invoice Description -->		LBA - 2011 FORD PICKUP F150							
Total :							332.67	0.00	332.67

00160-0011	19-Dec-2016	Issued	334	T			263.37		
5358	01-4-2500-000	PAYABLES - TRADE		263.37					
Invoice Description -->		BCWS - 2009 FORD F250 - MAINTENANCE							
Total :							263.37	0.00	263.37
Supplier Total :							596.04	0.00	596.04

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



AP5100 **Page : 14**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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	
39966	08-Dec-2016	Issued	326	C		1117.07
5928	01-4-2500-000	PAYABLES - TRADE		1117.07		
Invoice Description --> FIRE POR SERVICE CONTRACT - SPLIT FIRE DEPTS & D. OF TOFINO						
Total :				1117.07	0.00	1117.07
Supplier Total :				1117.07	0.00	1117.07

1075 J&D WEAVER HOLDINGS LTD. (CANADIAN TIRE #488)						
39958	08-Dec-2016	Issued	326	C		283.10
610786	01-4-2500-000	PAYABLES - TRADE		24.63		
Invoice Description --> SL PARKS - WATER SYSTEM						
710674	01-4-2500-000	PAYABLES - TRADE		55.98		
Invoice Description --> BCWS - PHONE CHARGERS						
810716	01-4-2500-000	PAYABLES - TRADE		202.49		
Invoice Description --> BCWS - SMALL TOOLS						
Total :				283.10	0.00	283.10
Supplier Total :				344.90	0.00	344.90

2787 JACKSON, ROBERT						
00159-0016	13-Dec-2016	Issued	325	T		75.02
CSPNOV1277036	01-4-2500-000	PAYABLES - TRADE		75.02		
Invoice Description --> SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE						
Total :				75.02	0.00	75.02
Supplier Total :				75.02	0.00	75.02

2827 JAL DESIGNS						
40033	14-Dec-2016	Issued	335	C		356.16
40497548	01-4-2500-000	PAYABLES - TRADE		356.16		
Invoice Description --> SLVFD - BANQUET						
Total :				356.16	0.00	356.16
Supplier Total :				356.16	0.00	356.16

2828 JARDINE LLOYD THOMPSON CANADA						
40034	14-Dec-2016	Issued	335	C		7845.00
26682	01-4-2500-000	PAYABLES - TRADE		7845.00		
Invoice Description --> SLVFD /BCVFD/BVFD - SPLITS VOLUNTEER FD						
Total :				7845.00	0.00	7845.00

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



AP5100

Date : Jan 03, 2017

Page : 15

Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				7845.00	0.00	7845.00

2877 KOERS & ASSOCIATES ENGINEERING LTD.

00160-0012	19-Dec-2016		Issued	334	T	18949.69
0933-032	01-4-2500-000	PAYABLES - TRADE				207.19
Invoice Description --> BCWS - BEAVER CREEK WATERMAIN REPLACEMENT - CAPITAL						
1634-007	01-4-2500-000	PAYABLES - TRADE				286.65
Invoice Description --> BWS - WATER TREATMENT PLANT - CAPITAL						
1372-017	01-4-2500-000	PAYABLES - TRADE				2544.02
Invoice Description --> BWS - HYDRANT INSTALL - CAPITAL						
1665-003	01-4-2500-000	PAYABLES - TRADE				4305.26
Invoice Description --> BCWS - INFRASTRUCTURE ASSESSEMENT - CAPITAL						
1634-006	01-4-2500-000	PAYABLES - TRADE				11606.57
Invoice Description --> BWS - WATER TREATMENT PLANT - CAPITAL						
Total :						18949.69
Supplier Total :				18949.69	0.00	18949.69

2890 L.B. WOODCHOPPERS LTD.

00160-0013	19-Dec-2016		Issued	334	T	98.38
256369	01-4-2500-000	PAYABLES - TRADE				98.38
Invoice Description --> BCWS - SAFETY EQUIPMENT						
Total :						98.38
Supplier Total :				98.38	0.00	98.38

3025 LADY ROSE MARINE SERVICES

00159-0017	13-Dec-2016		Issued	325	T	1162.60
2010-23005	01-4-2500-000	PAYABLES - TRADE				31.27
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
2010-23008	01-4-2500-000	PAYABLES - TRADE				217.83
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
2010-23006	01-4-2500-000	PAYABLES - TRADE				304.50
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
201023114	01-4-2500-000	PAYABLES - TRADE				609.00
Invoice Description --> AVLF - BAMFIELD GARBAGE BIN TRANSPORT						
Total :						1162.60
Supplier Total :				1162.60	0.00	1162.60

3011 LANDWORKS CONSULTANTS INC

00159-0018	13-Dec-2016		Issued	325	T	2433.38
1708	01-4-2500-000	PAYABLES - TRADE				2433.38
Invoice Description --> PLANNING - ZONING BYLAW REWRITE						
Total :						2433.38

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



AP5100 **Page : 16**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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	
Supplier Total :					2433.38	0.00	2433.38
<hr/>							
2887	LEWKOWICH GEOTECHNICAL ENGINEERING LTD						
00159-0019	13-Dec-2016		Issued	325	T	7902.20	
48096	01-4-2500-000	PAYABLES - TRADE			2042.46		
Invoice Description -->		AVRA - RUNWAY EXTENSION - CAPITAL					
47806	01-4-2500-000	PAYABLES - TRADE			5859.74		
Invoice Description -->		AVLF - ACCESS RD - CAPITAL					
Total :					7902.20	0.00	7902.20
Supplier Total :					7902.20	0.00	7902.20
<hr/>							
3205	MAGIC MOMENTS						
40035	14-Dec-2016		Issued	335	C	87.36	
16-71201	01-4-2500-000	PAYABLES - TRADE			87.36		
Invoice Description -->		BCVFD -NAME TAGS					
Total :					87.36	0.00	87.36
Supplier Total :					87.36	0.00	87.36
<hr/>							
3214	MARCIE DEWITT						
00159-0020	13-Dec-2016		Issued	325	T	7000.00	
NOV30/16	01-4-2500-000	PAYABLES - TRADE			7000.00		
Invoice Description -->		ACHN - COORDINATOR - NOV 2016					
Total :					7000.00	0.00	7000.00
Supplier Total :					7000.00	0.00	7000.00
<hr/>							
3280	MCGILL & ASSOCIATES ENGINEERING						
00159-0021	13-Dec-2016		Issued	325	T	5143.34	
15748	01-4-2500-000	PAYABLES - TRADE			1480.41		
Invoice Description -->		AVLF - ACCESS RD PAVING - CAPITAL					
15746	01-4-2500-000	PAYABLES - TRADE			3662.93		
Invoice Description -->		WC MULTIPLEX - SITE SERVICING					
Total :					5143.34	0.00	5143.34
Supplier Total :					5143.34	0.00	5143.34
<hr/>							
3340	MINISTER OF FINANCE						
39968	08-Dec-2016		Issued	326	C	2180.00	
MSPDEC/16	01-4-2500-000	PAYABLES - TRADE			2180.00		
Invoice Description -->		MSP PREMIUMS FOR DEC 2016					
Total :					2180.00	0.00	2180.00

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



AP5100 **Page : 17**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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	
Supplier Total :					2180.00	0.00	2180.00
<hr/>							
3500	MUNICIPAL FINANCE AUTHORITY OF BC						
EFT-8	09-Dec-2016		Cancelled	327	E	-2140.58	
AUG28/16	01-4-2500-000	PAYABLES - TRADE			-2140.58		
Invoice Description -->		Cancelled Invoice - LBA KUBOTA LEASE PAYMENT					
Total :					-2140.58	0.00	-2140.58
EFT-20	01-Dec-2016		Issued	345	E	156229.65	
73-2/2016	01-4-2500-000	PAYABLES - TRADE			156229.65		
Invoice Description -->		DEBENTURE DEBT					
Total :					156229.65	0.00	156229.65
EFT-21	01-Dec-2016		Issued	345	E	3108.60	
75-2/2016	01-4-2500-000	PAYABLES - TRADE			3108.60		
Invoice Description -->		DEBENTURE DEBT					
Total :					3108.60	0.00	3108.60
EFT-22	02-Dec-2016		Issued	345	E	2485.20	
AVRA12/16	01-4-2500-000	PAYABLES - TRADE			2485.20		
Invoice Description -->		AVRA SHORT TERM BORROWING INTEREST					
Total :					2485.20	0.00	2485.20
EFT-23	02-Dec-2016		Issued	345	E	1467.70	
LBATRACDEC	01-4-2500-000	PAYABLES - TRADE			1467.70		
Invoice Description -->		LBA KUBOTA TRACTOR MFA EQUIPMENT FINANCING					
Total :					1467.70	0.00	1467.70
Supplier Total :					161150.57	0.00	161150.57
<hr/>							
3490	MUNICIPAL PENSION PLAN						
EFT-26	29-Dec-2016		Issued	332	E	11016.94	
PP#25 - 2016	01-4-2500-000	PAYABLES - TRADE			11016.94		
Invoice Description -->		PP # 25 - 2016 PENSION REMITTANCE					
Total :					11016.94	0.00	11016.94
Supplier Total :					11016.94	0.00	11016.94
<hr/>							
3648	NORTH ISLAND 911 CORPORATION						
39969	08-Dec-2016		Issued	326	C	960.00	
498	01-4-2500-000	PAYABLES - TRADE			960.00		
Invoice Description -->		BCVFD - MOBICAD LICENCE FEE 2016					
Total :					960.00	0.00	960.00
Supplier Total :					960.00	0.00	960.00

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



AP5100
Date : Jan 03, 2017

Page : 18
Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
3756	OYE, BRUCE					
40046	20-Dec-2016	Issued	337	C		250.00
1016-2016	01-4-2500-000	PAYABLES - TRADE		250.00		
Invoice Description --> WOODSTOVE EXCHANGE PROGRAM- OYE						
Total :				250.00	0.00	250.00
Supplier Total :				250.00	0.00	250.00
3792	PACIFIC BLUE CROSS					
EFT-12	01-Dec-2016	Issued	319	E		8186.64
415301	01-4-2500-000	PAYABLES - TRADE		8186.64		
Invoice Description --> DECEMBER 2016 - HEALTH , DENTAL & DISABILITY PREMIUMS						
Total :				8186.64	0.00	8186.64
Supplier Total :				8186.64	0.00	8186.64
3799	PACIFIC FIRE HYDRANT					
39970	08-Dec-2016	Issued	326	C		3981.21
BWSNOV2016	01-4-2500-000	PAYABLES - TRADE		3981.21		
Invoice Description --> BWS - HYDRANT INSPECTIONS 2016						
Total :				3981.21	0.00	3981.21
Supplier Total :				3981.21	0.00	3981.21
3797	PITEAU ASSOCIATES					
00160-0014	19-Dec-2016	Issued	334	T		2525.25
18184	01-4-2500-000	PAYABLES - TRADE		2525.25		
Invoice Description --> AVLF - WATER MONITORING						
Total :				2525.25	0.00	2525.25
00161-0002	23-Dec-2016	Issued	338	T		1533.00
18185	01-4-2500-000	PAYABLES - TRADE		1533.00		
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL						
Total :				1533.00	0.00	1533.00
Supplier Total :				4058.25	0.00	4058.25
3887	PLANNING INSTITUTE OF B.C.					
39971	08-Dec-2016	Issued	326	C		558.00
51343	01-4-2500-000	PAYABLES - TRADE		558.00		
Invoice Description --> ALEX DYER - 2017 MEMBERSHIP						
Total :				558.00	0.00	558.00
Supplier Total :				558.00	0.00	558.00

Cheque Register - Detail - Supp.



AP5100

Date : Jan 03, 2017

Page : 19

Time : 9:58 am

Supplier : 0002 To Z4209
 Trans. Date : 01-Dec-2016 To 31-Dec-2016
 Cheque Date : 01-Dec-2016 To 31-Dec-2016
 Cheque No. : All
 Batch No. : All

Bank : 0099 To 4
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
4180	PUROLATOR COURIER SERVICE					
40036	14-Dec-2016	Issued	335	C		337.37
433091844	01-4-2500-000	PAYABLES - TRADE		337.37		
Invoice Description --> LBA \$89.75, ALVF \$180.60, AVRA \$ 67.02						
Total :				337.37	0.00	337.37
Supplier Total :				337.37	0.00	337.37
4187	QUALITY FOODS-PORT ALBERNI					
00159-0022	13-Dec-2016	Issued	325	T		88.67
62 132280	01-4-2500-000	PAYABLES - TRADE		-31.05		
Invoice Description --> ACRD - CREDIT OFFICE SUPPLIES						
62 132281	01-4-2500-000	PAYABLES - TRADE		28.85		
Invoice Description --> ACRD - OFFICE SUPPLIES						
61 219105	01-4-2500-000	PAYABLES - TRADE		90.87		
Invoice Description --> ACRD - OFFICE SUPPLIES						
Total :				88.67	0.00	88.67
Supplier Total :				88.67	0.00	88.67
00160-0015	19-Dec-2016	Issued	334	T		111.98
64 064852	01-4-2500-000	PAYABLES - TRADE		111.98		
Invoice Description --> ACRD - OFFICE SUPPLIES						
Total :				111.98	0.00	111.98
Supplier Total :				200.65	0.00	200.65
4250	RAYLEC POWER LTD.					
39952	01-Dec-2016	Issued	315	C		156329.69
20178149	01-4-2500-000	PAYABLES - TRADE		9114.53		
Invoice Description --> LBA - LIGHTING PROJECT - PROGRESS #8 - CAPITAL						
20168057	01-4-2500-000	PAYABLES - TRADE		46994.47		
Invoice Description --> LBA - LIGHTING PROJECT - PROGRESS #7 - CAPITAL						
20167915	01-4-2500-000	PAYABLES - TRADE		100220.69		
Invoice Description --> LBA - LIGHTING PROJECT - PROGRESS #6 - CAPITAL						
Total :				156329.69	0.00	156329.69
Supplier Total :				156329.69	0.00	156329.69
4220	RAYNER & BRACHT LTD					
39973	08-Dec-2016	Issued	326	C		2685.20
2016268	01-4-2500-000	PAYABLES - TRADE		2685.20		
Invoice Description --> AVLF - BAMFIELD BIN CHARGES - NOV 2016						
Total :				2685.20	0.00	2685.20
Supplier Total :				2685.20	0.00	2685.20

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



AP5100 **Page : 20**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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				
4491	ROMPRE, SUZANNE							
00160-0016	19-Dec-2016		Issued	334	T	1700.00		
NOV30/16	01-4-2500-000	PAYABLES - TRADE				850.00		
Invoice Description -->		NOVEMBER BAMFIELD TRANSFER STATION CONTRACTOR						
OCT31/16	01-4-2500-000	PAYABLES - TRADE				850.00		
Invoice Description -->		OCTOBER BAMFIELD TRANSFER STATION CONTRACTOR						
Total :						1700.00	0.00	1700.00
Supplier Total :						1700.00	0.00	1700.00
4511	ROSE, GEORGE							
39974	08-Dec-2016		Issued	326	C	1617.57		
MONDAY,DEC05/16	01-4-2500-000	PAYABLES - TRADE				518.51		
Invoice Description -->		BCWS - COMPUTER EXPENSE						
DEC05/16	01-4-2500-000	PAYABLES - TRADE				1099.06		
Invoice Description -->		BCWS - SCADA PACK						
Total :						1617.57	0.00	1617.57
Supplier Total :						1617.57	0.00	1617.57
4888	SEVIGNY, SHELLY							
00159-0023	13-Dec-2016		Issued	325	T	715.00		
NOV/2016	01-4-2500-000	PAYABLES - TRADE				715.00		
Invoice Description -->		SLVFD - OFFICE ADMIN						
Total :						715.00	0.00	715.00
Supplier Total :						715.00	0.00	715.00
4645	SHAW CABLE							
40047	20-Dec-2016		Issued	337	C	767.93		
01-DEC-16	01-4-2500-000	PAYABLES - TRADE				767.93		
Invoice Description -->		ACCT #012-3529-6377- ACRD CONSOLIDATED INTERNET/CABLE						
Total :						767.93	0.00	767.93
Supplier Total :						767.93	0.00	767.93

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



AP5100

Date : Jan 03, 2017

Page : 21

Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
39976	08-Dec-2016		Issued	326	C	138.66		
NOV.12/16	01-4-2500-000	PAYABLES - TRADE			69.33			
Invoice Description --> SLVFD - LAKESHORE RD - CABLE SERVICES								
NOV12/16	01-4-2500-000	PAYABLES - TRADE			69.33			
Invoice Description --> SLVFD- FABER RD - CABLE SERVICES								
Total :						138.66	0.00	138.66
40038	14-Dec-2016		Issued	335	C	49.77		
NOV.16/16	01-4-2500-000	PAYABLES - TRADE			49.77			
Invoice Description --> SLVFD - PACIFIC RIM HWY - CABLE SERVICES								
Total :						49.77	0.00	49.77
Supplier Total :						188.43	0.00	188.43

4717	SMITH, RYAN							
00159-0024	13-Dec-2016		Issued	325	T	5549.69		
NOV30/16	01-4-2500-000	PAYABLES - TRADE			5549.69			
Invoice Description --> SALMON BEACH SEWAGE								
Total :						5549.69	0.00	5549.69
Supplier Total :						5549.69	0.00	5549.69

4725	SOFTCHOICE CORPORATION							
39977	08-Dec-2016		Issued	326	C	642.20		
4407085	01-4-2500-000	PAYABLES - TRADE			642.20			
Invoice Description --> ACRD - TONER								
Total :						642.20	0.00	642.20
40039	14-Dec-2016		Issued	335	C	670.02		
4412417	01-4-2500-000	PAYABLES - TRADE			670.02			
Invoice Description --> ACRD - COMPUTER								
Total :						670.02	0.00	670.02
Supplier Total :						1312.22	0.00	1312.22

4629	SOLIDARITY SNACKS							
39975	08-Dec-2016		Issued	326	C	213.18		
528	01-4-2500-000	PAYABLES - TRADE			213.18			
Invoice Description --> LBA - MEETING								
Total :						213.18	0.00	213.18
Supplier Total :						213.18	0.00	213.18

4728	SONBIRD REFUSE & RECYCLING LTD.						
00159-0025	13-Dec-2016		Issued	325	T	13630.41	
26882	01-4-2500-000	PAYABLES - TRADE			13630.41		

74

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



AP5100 **Page : 22**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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 --> NOVEMBER 2016 WC GARGBAGE & RECYCLING							
Total :					13630.41	0.00	13630.41
Supplier Total :					13630.41	0.00	13630.41

4752	SOUTHSIDE AUTO SUPPLY LTD.						
40040	14-Dec-2016		Issued	335	C	84.38	
511400	01-4-2500-000	PAYABLES - TRADE			84.38		
Invoice Description --> LBA - VEHICLE PART							
Total :					84.38	0.00	84.38
Supplier Total :					84.38	0.00	84.38

4760	SPROAT LAKE VOL. FIRE DEPARTMENT						
39978	08-Dec-2016		Issued	326	C	1233.66	
SLVFD - OCT - 2016	01-4-2500-000	PAYABLES - TRADE			1233.66		
Invoice Description --> SLVFD - OCT REIMBURSEMENT							
Total :					1233.66	0.00	1233.66
Supplier Total :					1233.66	0.00	1233.66

4788	STAPLES ADVANTAGE						
39979	08-Dec-2016		Issued	326	C	190.47	
43029667	01-4-2500-000	PAYABLES - TRADE			77.88		
Invoice Description --> ACRD - OFFICE SUPPLIES							
43056702	01-4-2500-000	PAYABLES - TRADE			112.59		
Invoice Description --> ACRD - OFFICE SUPPLIES							
Total :					190.47	0.00	190.47
Supplier Total :					190.47	0.00	190.47

4845	STAPLES BUSINESS DEPOT #321						
39980	08-Dec-2016		Issued	326	C	290.77	
2156310	01-4-2500-000	PAYABLES - TRADE			290.77		
Invoice Description --> BUILDING INSPECTION - OFFICE SUPPLY							
Total :					378.30	0.00	378.30
Supplier Total :					568.77	0.00	568.77

4845	STAPLES BUSINESS DEPOT #321						
39980	08-Dec-2016		Issued	326	C	290.77	
2156310	01-4-2500-000	PAYABLES - TRADE			290.77		
Invoice Description --> BUILDING INSPECTION - OFFICE SUPPLY							

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



AP5100

Date : Jan 03, 2017

Page : 23

Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				290.77	0.00	290.77
40042	14-Dec-2016	Issued	335	C		1035.75
2157594	01-4-2500-000	PAYABLES - TRADE		8.34		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
2160632	01-4-2500-000	PAYABLES - TRADE		15.41		
Invoice Description --> SLVFD - BANQUET						
2150029	01-4-2500-000	PAYABLES - TRADE		44.04		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
2154508	01-4-2500-000	PAYABLES - TRADE		61.00		
Invoice Description --> SLVFD - TRAINING						
2151202	01-4-2500-000	PAYABLES - TRADE		111.09		
Invoice Description --> SLVFD - OFFICE SUPPLIES						
2159276	01-4-2500-000	PAYABLES - TRADE		146.92		
Invoice Description --> SLVFD - BANQUET						
2150607	01-4-2500-000	PAYABLES - TRADE		648.95		
Invoice Description --> SLVFD - EQUIPMENT						
Total :				1035.75	0.00	1035.75
Supplier Total :				1326.52	0.00	1326.52

4785	STEWART MCDANNOLD STUART					
000160-0017	19-Dec-2016	Issued	334	T		788.22
74456	01-4-2500-000	PAYABLES - TRADE		788.22		
Invoice Description --> LEGAL FEES						
Total :				788.22	0.00	788.22
000161-0003	23-Dec-2016	Issued	338	T		4294.26
74455	01-4-2500-000	PAYABLES - TRADE		166.13		
Invoice Description --> LEGAL FEES						
74457	01-4-2500-000	PAYABLES - TRADE		4128.13		
Invoice Description --> LEGAL FEES						
Total :				4294.26	0.00	4294.26
Supplier Total :				5082.48	0.00	5082.48

4885	SUN COAST WASTE SERVICES					
000159-0026	13-Dec-2016	Issued	325	T		23970.83
153834	01-4-2500-000	PAYABLES - TRADE		23970.83		
Invoice Description --> NOVEMBER 2016 - AV RECYCLING CONTRACT						
Total :				23970.83	0.00	23970.83
Supplier Total :				23970.83	0.00	23970.83

5410	TD VISA					
40054	20-Dec-2016	Issued	337	C		1118.66
DEC05/16	01-4-2500-000	PAYABLES - TRADE		1118.66		



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



Supplier : 0002 To Z4209
 Trans. Date : 01-Dec-2016 To 31-Dec-2016
 Cheque Date : 01-Dec-2016 To 31-Dec-2016
 Cheque No. : All
 Batch No. : All

Bank : 0099 To 4
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
Invoice Description --> ACRD - \$341.43, 3RD AVE DEPOT \$636.13, WCLF \$54.87, LBA \$86.23								
Total :						1118.66	0.00	1118.66
Supplier Total :						1118.66	0.00	1118.66

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
5402	TD VISA (BCVFD)C. STARRATT							
40053	20-Dec-2016		Issued	337	C	837.41		
DEC05/16	01-4-2500-000	PAYABLES - TRADE			837.41			
Invoice Description --> BCVFD - EQUIPMENT \$377.17, TRAINING \$159.69, OFFICE SUPPLIES \$33.42, INTERNET\$5.60								
Total :						837.41	0.00	837.41
Supplier Total :						837.41	0.00	837.41

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
5401	TD VISA (BCVFD)M. KOBUS							
40052	20-Dec-2016		Issued	337	C	133.49		
DEC.05/16	01-4-2500-000	PAYABLES - TRADE			133.49			
Invoice Description --> BCVFD - TRAINING \$133.49								
Total :						133.49	0.00	133.49
Supplier Total :						133.49	0.00	133.49

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
5397	TD VISA (CANN)							
40051	20-Dec-2016		Issued	337	C	2083.96		
DEC.05/16	01-4-2500-000	PAYABLES - TRADE			2083.96			
Invoice Description --> SLVF D- TRAINING \$40.46, BANQUET \$2158.97								
Total :						2083.96	0.00	2083.96
Supplier Total :						2083.96	0.00	2083.96

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
5396	TD VISA (GEDDES)							
40050	20-Dec-2016		Issued	337	C	979.07		
DEC05/16	01-4-2500-000	PAYABLES - TRADE			979.07			
Invoice Description --> SLVFD - TRAINING \$421.58, VEHICLE \$368.47, BANQUET \$186.94, INTEREST \$2.08								
Total :						979.07	0.00	979.07
Supplier Total :						979.07	0.00	979.07

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
4984	TELUS							
40049	20-Dec-2016		Issued	337	C	2190.23		
DEC07/16	01-4-2500-000	PAYABLES - TRADE			2190.23			
Invoice Description --> ACRD CONSOLIDATED								
Total :						2190.23	0.00	2190.23
Supplier Total :						2190.23	0.00	2190.23

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



AP5100
Date : Jan 03, 2017

Page : 25
Time : 9:58 am

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-2016
Cheque No. : All
Batch No. : All

Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
4983	TELUS MOBILITY (BC)					
40048	20-Dec-2016		Issued	337	C 1301.35	
20322435191	01-4-2500-000	PAYABLES - TRADE			1301.35	
Invoice Description --> ACRD CELLPHONES						
Total :				1301.35	0.00	1301.35
Supplier Total :				1301.35	0.00	1301.35

1890	TETRA TECH EBA INC.					
00157-0010	02-Dec-2016		Issued	313	T 44184.37	
60519508	01-4-2500-000	PAYABLES - TRADE			4054.04	
Invoice Description --> LBA - AIRFIELD LIGHTING PROJECT - CAPITAL						
60519504	01-4-2500-000	PAYABLES - TRADE			15632.40	
Invoice Description --> AVRA - AIRPORT EXPANSION - CAPITAL						
60519501	01-4-2500-000	PAYABLES - TRADE			24497.93	
Invoice Description --> AVRA - RUNWAY EXTENSION - CAPITAL						
Total :				44184.37	0.00	44184.37
Supplier Total :				44184.37	0.00	44184.37

2320	THE GRAPHICS FACTORY					
39964	08-Dec-2016		Issued	326	C 77.28	
24083	01-4-2500-000	PAYABLES - TRADE			77.28	
Invoice Description --> PLANNING - OFFICE SUPPLIES - CARDS - ZENNER						
Total :				77.28	0.00	77.28
40032	14-Dec-2016		Issued	335	C 3123.68	
24109	01-4-2500-000	PAYABLES - TRADE			3123.68	
Invoice Description --> WCLF - RECYCLING LABELS						
Total :				3123.68	0.00	3123.68
Supplier Total :				3200.96	0.00	3200.96

3057	THE LOCKSMITH MONSTER					
39967	08-Dec-2016		Issued	326	C 1027.78	
LM2225	01-4-2500-000	PAYABLES - TRADE			1027.78	
Invoice Description --> ACRD - LUNCHROOM DOOR LOCK						
Total :				1027.78	0.00	1027.78
Supplier Total :				1027.78	0.00	1027.78

5025	TOM HARRIS CELLULAR LTD				
00160-0018	19-Dec-2016		Issued	334	T 346.08
PORTAIN103697	01-4-2500-000	PAYABLES - TRADE			346.08
Invoice Description --> LBA - CELL PHONE - FORTUNE					

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



AP5100 **Page : 26**
Date : Jan 03, 2017 **Time :** 9:58 am
Bank : 0099 To 4
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0002 To Z4209
Trans. Date : 01-Dec-2016 To 31-Dec-2016
Cheque Date : 01-Dec-2016 To 31-Dec-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		
0900 TRACY BOND (PETTY CASH)								
40024	14-Dec-2016		Issued	335	C	137.60		
DEC.14/16	01-4-2500-000	PAYABLES - TRADE			137.60			
Invoice Description --> ACRD - GEN OFFICE \$94.55, POSTAGE \$43.05								
Total :						346.08	0.00	346.08
Supplier Total :						346.08	0.00	346.08
5114 TRINEX INTERNET SOLUTIONS INC								
000159-0027	13-Dec-2016		Issued	325	T	78.75		
7883	01-4-2500-000	PAYABLES - TRADE			78.75			
Invoice Description --> ACRD COMPUTER - MONTHLY WEB HOSTING								
Total :						78.75	0.00	78.75
Supplier Total :						78.75	0.00	78.75
5145 UCLUELET CONSUMERS CO-OP ASSN								
40043	14-Dec-2016		Issued	335	C	546.16		
LBA - NOV/16	01-4-2500-000	PAYABLES - TRADE			546.16			
Invoice Description --> LBA - NOV 2016 FUEL								
Total :						546.16	0.00	546.16
Supplier Total :						546.16	0.00	546.16
5186 UCLUELET RENT-IT CENTER								
000159-0028	13-Dec-2016		Issued	325	T	393.75		
24934	01-4-2500-000	PAYABLES - TRADE			393.75			
Invoice Description --> SALMON BEACH - GARBAGE BIN HAULING AND BIN RENTAL								
Total :						393.75	0.00	393.75
Supplier Total :						393.75	0.00	393.75
5263 VADIM COMPUTER MANAGEMENT GROUP LTD								
000159-0029	13-Dec-2016		Issued	325	T	10877.37		
I-VC13353	01-4-2500-000	PAYABLES - TRADE			10877.37			
Invoice Description --> 2017 VADIM SUPPORT								
Total :						10877.37	0.00	10877.37
Supplier Total :						10877.37	0.00	10877.37

Cheque Register - Detail - Supp.



AP5100

Date : Jan 03, 2017

Page : 27

Time : 9:58 am

Supplier : 0002 To Z4209
 Trans. Date : 01-Dec-2016 To 31-Dec-2016
 Cheque Date : 01-Dec-2016 To 31-Dec-2016
 Cheque No. : All
 Batch No. : All

Bank : 0099 To 4
 Status : All
 Medium :
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
000157-0011	02-Dec-2016		Issued	313	T	2520.00		
1151604	01-4-2500-000	PAYABLES - TRADE				2520.00		
Invoice Description --> AVFL - 3RD AVE DEPOT - PARKING LEASE								
Total :						2520.00	0.00	2520.00
Supplier Total :						2520.00	0.00	2520.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
000159-0030	13-Dec-2016		Issued	325	T	105.20		
00604A	01-4-2500-000	PAYABLES - TRADE				8.47		
Invoice Description --> LBA - VEHICLE EXPENSE								
00462A	01-4-2500-000	PAYABLES - TRADE				96.73		
Invoice Description --> LBA - TERMINAL MAINTENANCE SUPPLIES								
Total :						105.20	0.00	105.20
Supplier Total :						105.20	0.00	105.20

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
000160-0019	19-Dec-2016		Issued	334	T	728.00		
2229	01-4-2500-000	PAYABLES - TRADE				728.00		
Invoice Description --> BCWS - SCADA PACK								
Total :						728.00	0.00	728.00
Supplier Total :						728.00	0.00	728.00

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description	Debit	Credit				
000159-0031	13-Dec-2016		Issued	325	T	1249.13		
0605396	01-4-2500-000	PAYABLES - TRADE				1249.13		
Invoice Description --> LBA - OCT - DEC 2016 - LANDING FEE SOFTWARE								
Total :						1249.13	0.00	1249.13
Supplier Total :						1249.13	0.00	1249.13

Total Computer Paid :	<u>1,265,211.98</u>	Total EFT PAP :	<u>180,354.15</u>	Total Paid :	<u>1,754,463.66</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>308,897.53</u>		



REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: January 11, 2017

Subject: Bamfield Water System Water Treatment Plant Temporary Borrowing

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017".

That the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017".

That the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017".

That the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017".

Desired Outcome:

To provide the temporary funds for construction of the Bamfield Water System Treatment Plant while the project is being completed.

Summary:

Borrowing through the Municipal Finance Authority (MFA) of British Columbia up to a maximum of \$600,000 is authorized through "Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016". During the construction phase there will be a need to borrow funds in the short term and then upon completion of the project the debenture will be secured with the Municipal Finance Authority over 20 years. This bylaw is the final step required to provide the Board of Directors the ability to proceed with the Bamfield Water System Treatment Plant borrowing.

Time Requirements – Staff & Elected Officials:

Minimal staff time will be required to initiate borrowing.

Financial:

The short term borrowing will be done through the MFA in order to take advantage of the low short term borrowing rates. The current short term lending rate (at the time of writing) is 1.42%. Interest is calculated on the amounts borrowed and will be payable monthly. Funds are drawn down on an as needed basis in order to minimize borrowing costs.

Policy or Legislation:

Section 409 of the Local Government Act permits the Board to adopt a temporary borrowing bylaw to access funds during the construction phase of a project. In order for this bylaw to be adopted it requires the affirmative vote of at least two-thirds of the votes cast. Temporarily borrowed funds must be repaid or transferred to long term debt within 5 years from the first advance.



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



Approved by: _____
Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw F1129

A BYLAW TO PROVIDE TEMPORARY BORROWING OF MONEY FOR THE BAMFIELD WATER SYSTEM TREATMENT PLANT

WHEREAS it is provided by section 409 of the *Local Government Act* that the Regional Board may, where it has adopted a loan authorization bylaw, without further assents or approvals, borrow temporarily from any person under the conditions therein set out;

AND WHEREAS the Regional Board has adopted Bylaw No. F1126, cited as “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016”, authorizing the construction of a water treatment plant, in the amount of \$1,500,000 of which the sum of \$600,000 is the amount of debt intended to be borrowed;

AND WHEREAS the sale of debentures has been temporarily deferred;

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

1. The Regional Board is hereby empowered and authorized to borrow upon the credit of the Regional District an amount or amounts not exceeding the sum of \$600,000, as the same may be required.
2. The form of obligation to be given as acknowledgment of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Chairperson and the Financial Administration Officer.
3. The money so borrowed shall be used solely for the purposes set out in said Bylaw No. F1126, cited as “Bamfield Water System Treatment Plant Loan Authorization Bylaw No. F1126, 2016”.
4. The proceeds from the sale of debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
5. This Bylaw may be cited as “**Bamfield Water System Treatment Plant – Temporary Borrowing Bylaw No. F1129, 2017**”.

Read a first time this

day of ,

2017.

Read a second time this day of , 2017.

Read a third time this day of , 2017.

ADOPTED this day of , 2017, by an affirmative vote
of at least two-thirds the votes cast.

Certified true and correct copy of
**“Bamfield Water System Treatment
Plant - Temporary Borrowing
Bylaw No. F1129, 2017.”**

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

Russell Dyson,
Chief Administrative Officer

John Jack,
Chairperson

REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: January 11, 2017

Subject: Revenue Anticipation Borrowing Bylaw No. F1128

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

That the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

That the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

That the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as “Revenue Anticipation Borrowing Bylaw No. F1128, 2017”.

Background:

A revenue anticipation borrowing bylaw is created each January to ensure that the Regional District has authority to borrow money for expenditures that must be made before the related revenues are received. In essence, this bylaw is a tool for managing cash flow and is created annually whether it is believed to be required or not. Once received, the revenues are used to cancel the debt. The Regional District did utilize the overdraft briefly in June of 2016 and the related interest was \$15.02. It is not known at this time whether borrowing will be needed in 2017.

This bylaw is required by the Regional District’s Bank as well as the Municipal Finance Authority.

Time Requirements – Staff & Elected Officials:

Minimal.

Financial:

If overdraft or temporary borrowing are used then interest charges will be applied, otherwise there are no financial implications.

Policy or Legislation:

Section 821 of the Local Government Act provides the authority for revenue anticipation borrowing.



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



Approved by: _____
Russell Dyson, Chief Administrative Officer



Regional District of Alberni-Clayoquot

Bylaw F1128

**A BYLAW TO PROVIDE FOR THE BORROWING OF MONEY IN
ANTICIPATION OF REVENUE FOR THE YEAR 2017**

WHEREAS the Regional District does not have sufficient money on hand to meet the current lawful expenditures of the Regional District;

AND WHEREAS it is provided by Section 821 of the Local Government Act that the Regional Board may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of the money as may be necessary to meet the current lawful expenditures of the Regional District;

AND WHEREAS there are no liabilities outstanding under Section 821;

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

1. The Regional Board shall be and is hereby empowered and authorized to borrow upon the credit of the Regional District an amount or amounts not exceeding the sum of \$2.0 million dollars (\$2,000,000.00).
2. The form of obligation to be given as acknowledgment of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Chairperson and the Financial Administration Officer.
3. All anticipated revenue of the current year or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
4. This Bylaw may be cited as **“Revenue Anticipation Borrowing Bylaw No. F1128, 2017”**.

Read a first time this day of , 2017.

Read a second time this day of , 2017.

Read a third time this day of , 2017.

ADOPTED this _____ day of _____, 2017, by an affirmative vote of at least two-thirds the votes cast.

Certified true and correct copy of
**“Revenue Anticipation Borrowing
Bylaw No. F1128, 2017.”**

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

Russell Dyson,
Chief Administrative Officer

John Jack,
Chairperson

REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: January 11, 2017

Subject: Resolution – Signing Authority for Banking Purposes

Recommendation:

That the Board of Directors authorize the following signatories for banking purposes for the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District:


- a. The following Directors have signing authority:
 - i. John Jack, Chairperson
 - ii. Josie Osborne, Vice-Chairperson


- b. The following Staff members have signing authority:
 - i. Russell Dyson, Chief Administrative Officer
 - ii. Teri Fong, Manager of Finance
 - iii. Wendy Thomson, Manager of Administrative Services

- c. One of the above Directors are authorized to sign all Regional District banking documents with one of the above Staff members

Desired Outcome:

To update the signing authorities of the Alberni-Clayoquot Regional District and the Alberni-Clayoquot Regional Hospital District to reflect the current Chairperson and Vice-Chairperson as elected on December 9, 2016.

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

Approved by: 
Russell Dyson, Chief Administrative Officer

REQUEST FOR DECISION

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Meeting Date: January 11, 2017

Subject: Infrastructure Planning Grant Application

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors apply for a \$10,000 Infrastructure Planning Grant from the Ministry of Community, Sport, and Cultural Development for the Millstream Water System.

Desired Outcome:

To secure funding to have McGill and Associates perform an infrastructure assessment of the Millstream Water System.

Summary:

Millstream Water System is a small system with only 43 users and therefore a limited capacity to pay for infrastructure upgrades. The Board of Directors in 2016 allocated \$100,000 of Gas Tax Funding to the service in 2016 and staff feel it is prudent to get an infrastructure assessment done in advance. The assessment would also be used in developing an Asset Management Plan for the service.

Time Requirements – Staff & Elected Officials:

There would be a limited amount of staff time required to complete the grant application form. The intake deadline is February 1, 2017. If awarded the grant funding and the project were to proceed the majority of the work would be performed by McGill and Associates and therefore the amount of time required by staff would be fairly minimal.

Financial:


A cost estimate provided by McGill and Associates to perform this assessment is within the \$10,000 grant amount.

The Province will provide a maximum grant of \$10,000 using the following formula:

1. 100% of approved costs for the first \$5,000
2. 50% of approved costs for the next \$10,000

Matching funds, if required, will come from the Millstream Water System capital reserve fund.

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

Approved by: 
Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Shelli Lyle, Administrative Assistant

Meeting Date: January 11, 2016

Subject: Art of Hosting Workshop January 24-26, 2017

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approve Director Cote attending the Art of Hosting Workshop January 24-26, 2017 in Tofino and pay all costs associated – tuition, accommodation, food and mileage.

Summary:

The Clayoquot Biosphere Trust will be presenting the Art of Hosting Workshop January 24-26 in Tofino at the Tin Wis Best Western Resort. The Art of Hosting is an approach to leadership that scales up from the personal to the systemic using personal practice, dialogue, facilitation and the co-creation of innovation to address complex challenges.

Background:

The Art of Hosting is a highly effective way of harnessing the collective wisdom and self-organizing capacity of groups of any size. Based on the assumption that people give their energy and lend their resources to what matters most to them – in work as in life – the Art of Hosting blends a suite of powerful conversational processes to invite people to step in and take charge of the challenges facing them.

Groups and organizations using the Art of Hosting as a working practice report better decision-making, more efficient and effective capacity building and greater ability to quickly respond to opportunity, challenge and change. People who experience the Art of Hosting typically say that they walk away feeling more empowered and able to help guide the meetings and conversations they are part of move towards more effective and desirable outcomes.

The times we are living in call for more effective meetings, better engagement processes, participatory leadership and the ability to craft strategy from collective wisdom. *The Art of Hosting* is an engaged learning experience for leaders, change makers, educators, facilitators and others to come together to develop new skills in hosting meaningful conversations.

In this three-day workshop attendees will learn:

- How to invite and convene meaningful conversations
- New skills to further engage community

Request for Decision –Art of Hosting Workshop January 24-26, 2017

- Facilitation strategies
- How to collaborate to address complex community issues
- Personal practices that support strong community leadership.

Financial

The tuition cost of \$300 (includes lunch, snacks, and a group dinner on Wednesday evening), accommodations at Tin Wis Best Western Resort approx. \$240, food (2 breakfasts and 1 dinner) and mileage.

Submitted by: Shelli Lyle
 Shelli Lyle, Administrative Assistant

Approved by: Russell Dyson
 Russell Dyson, Chief Administrative Officer

A unique professional development opportunity

The Art of Hosting

January 24 - January 26, Tofino



In this three-day workshop you will learn:

- How to invite and convene meaningful conversations
- New skills to further engage community
- Facilitation strategies to collect important information from individuals about their communities and experiences
- How to collaborate to address complex community issues
- Personal practices that support strong community leadership

WHY THE ART OF HOSTING?

The times we are living in call for more effective meetings, better engagement processes, participatory leadership and the ability to craft strategy from collective wisdom. *The Art of Hosting* is an engaged learning experience for leaders, change makers, educators, facilitators and others to come together to develop new skills in hosting meaningful conversations.

Business rate:
\$1100

Nonprofit rate:
\$925

Subsidized rate:
\$300-\$500

Subsidized by the CBT, Alberni Clayoquot Health Network and Vancouver Foundation

- Engage your burning questions and bring your work challenges forward

WHO'S ON THE TEAM

Your hosting team has decades of experience teaching and utilizing participatory leadership practices in almost every conceivable setting, from non-profits and social justice movements, faith communities, Indigenous communities and social institutions, education, the corporate sector and government. They are experienced facilitators, coaches and leaders in their own right, and are stewards of the global Art of Hosting community.

Learn more about [Chris Frost](#), [Pawa Foxcroft](#), [Caitlin Corrigan](#), [Haiyupus](#) and [Kelly](#)

**Highschool student rate:
\$100**

Tuition includes lunch, snacks, and a group dinner on Wednesday evening.

LOCATION

Tuesday, January 24- Thursday
January 26
Tin Wis Best Western Resort,
Tofino, BC

REGISTER

You can register online [here!](#)

For more information contact [Brooke](#), or call the CBT office at [250-725-2219](tel:250-725-2219)

For more information contact the CBT: [\(250\)725-2219](tel:2507252219) or brooke@clayquotbiosphere.org



REQUEST FOR DECISION

To: Board of Directors

From: Luc Stefani, Building Inspector/Property Maintenance Coordinator
Andrew McGifford, CPA, CGA, Manager of Environmental Services
Russell Dyson, CAO

Meeting Date: January 11th, 2017

Subject: 3620 Third Avenue Recycling Depot Sprinkler System Installation

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors accept a bid of \$69,999 before tax from Viking Fire Protection Inc. for a fully monitored automatic sprinkler system at the 3rd Avenue Recycling Depot.

Summary:

Our Recycling Depot requires upgrades to facilitate conformance with health and safety regulations, to protect the public, to provide longevity for the depot and associated employment and to extend services to our community. These upgrades include an automated fire suppression system, storage and bathroom upgrades, structural upgrades, fencing and expansion of the area and specially designed areas for the storage of materials/chemicals that have potential risks.

The ACRD has grant funding through Western Economic Diversification Canada and the Canada 150 Community Infrastructure Program; the Depot can utilize up to \$55,100 from the Program. The accepted proposal requires an electrically supervised automated sprinkler system to be installed throughout the building prior to March 31st, 2017. This Request for Decision covers the automated sprinkler system; there is a separate Request for Quotation process for the electrical supervision of the system to help reduce overall project costs.

Three bids were received via formal request for quotations process as outlined within the ACRD purchasing policy; the request was posted province wide for three weeks and included in BC Bid online.

Company references, letters of good standing through Worker's Compensation Board and B.C. Construction Safety Association, past and current projects, suppliers, contractors and company personnel were all taken into consideration, as well as liability insurances, bid bonds, performance bonds and other contractual requirements of the Tender process.

After review of all bids received the ACRD Building Inspector/Property Maintenance Coordinator elects Viking Fire Protection Incorporated as the most qualified to meet our requirements. The following bids were received:

Viking Fire Protection Inc.	\$69,999
Mount Benson Mechanical 1991 Ltd.	\$84,300
Troy Life and Fire Safety	\$92,700

Time Requirements – Staff & Elected Officials:

Considerable staff time will be required over the next two months as ACRD is managing the project. This may include alternating two staff members within or up to 4 hours on average per week.

Financial:

The Alberni Valley and Bamfield Service Committee at the October 5, 2016 meeting endorsed the capital budget of \$160,000 for the 2017-2021 Capital plan for the Alberni Valley waste service budget. In 2016 there was \$140,000 approved for depot improvements. These amounts are required and any amounts unspent from these funds will be requested to be brought forward. The ACRD has received grants totaling \$55,100 from Canada 150 for capital improvements, these works are required to be complete by March 31, 2017.

The Sprinkler system has been in the capital budget since 2015 and a portion of the cost is covered through the Canada 150 grant funds.

Policy or Legislation:

In accordance with the ACRD purchasing policy, amounts over \$35,000 require Board approval.

Approved by: 

 Luc Stefani, Building Inspector/Property Maintenance Coordinator

Approved by: 

 Andrew McGifford CPA, CGA, Manager of Environmental Services

Approved by: 

 Russell Dyson, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Luc Stefani, Building Inspector/Property Maintenance Coordinator
Andrew McGifford, CPA, CGA, Manager of Environmental Services
Russell Dyson, CAO

Meeting Date: January 11th, 2017

Subject: 3620 Third Avenue Recycling Depot Electrical Supervision of Sprinkler System

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors accept a quotation of \$12,350 before tax from Viking Fire Protection Inc. for electrical supervision of an automatic sprinkler system at the 3rd Avenue Recycling Depot.

Summary:

An automated fire suppression system is a necessary upgrade to the Recycle Depot located at 3620 Third Avenue via Port Alberni Fire Department annual inspection. The Request for Quotation covers only the electrical supervision aspect of the overall sprinkler system installation and includes all items required by B.C. Building and Fire Code and other applicable/referenced standards. Please refer to the original Request for Quotation, attached.

Two bids were received via Request for Quotation process outlined in the ACRD purchasing policy. Companies were provided three weeks to submit their quotations.

Viking Fire Protection Inc.	\$12 350.00 with sprinkler tender awarded
Viking Fire Protection Inc.	\$12 850.00 without sprinkler tender awarded
Mazzei Electric	\$16 120

The quotation from Viking Fire Protection Inc. provides a detailed materials list, equipment and rental costs, time/labor cost estimates, and required documentation to be submitted prior to verification of the system. This estimate was the superior of the two and was \$3,370.00 cheaper when applying the \$500.00 coordination discount if Viking is awarded the sprinkler installation.

After review of all bids received the ACRD Building Inspector/Property Maintenance Coordinator elects Viking Fire Protection Incorporated as the most qualified to meet our requirements.

Time Requirements – Staff & Elected Officials:

Minimal staff time will be required.

Financial:

The Alberni Valley and Bamfield Service Committee at the October 5, 2016 meeting endorsed the capital budget of \$160,000 for the 2017-2021 Capital plan for the Alberni Valley waste service budget. In 2016 there was \$140,000 approved for 3rd Avenue Recycling Depot improvements. These amounts are required and any amounts unspent from these funds will be requested to be brought forward in addition to the \$160,000 planned for 2017. The ACRD has received grants totaling \$55,100 from Canada 150 for capital improvements, these works are required to be complete by March 31, 2017.

The Sprinkler system has been in the capital budget since 2015 and a portion of the cost is covered through the Canada 150 grant funds.

Policy or Legislation:

In accordance with the ACRD purchasing policy, amounts over \$35,000 require Board approval. (if combined with the sprinkler system install).

Approved by:



Luc Stefani. Building Inspector/Property Maintenance Coordinator

Approved by:



Andrew McGifford CPA, CGA, Manager of Environmental Services

Approved by:



Russell Dyson, Chief Administrative Officer



MEMORANDUM

To: ACRD Board of Directors

From: Russell Dyson, Chief Administrative Officer
Wendy Thomson, Manager of Administrative Services

Date: January 6, 2017

Subject: Administration Department Monthly Staff Report

In addition to daily activities, the Administration Department has been working on the following for the month of December 2016/January 2017:

Alberni Valley Regional Airport Runway Expansion Project

Staff, D.R. Clough Consulting, Lewkowich Engineering and Bowerman contracting continue to work to improve the water quality discharge from the airport earth works.

In November (2) clay laden ditch lines were armored with filter cloth and blast rock greatly reducing the fine sediment discharge from the circuit one location.

The contractor has instituted a water quality-monitoring program, with special inspections both pre and post rain events. The water discharged from the airport site has shown a marked improvement over the last month and a half.

Obstacle Limitation Surfaces (OLS) intrusions outside the airport boundaries have been developed utilizing LIDAR data. The intrusions identification will assist FLNR in protecting the approach surfaces footprint both East and West of the runway.

The NW industrial road realignment tender process will begin in late January with an anticipated completion of February 22, 2017. A favorable proposal and contractor schedule will determine the projects start date.

Bamfield Water System Treatment Plant Project

At the December 9th meeting the Board of Directors awarded the contract for the Bamfield Water System Treatment Plant Project to ADI Water Solutions for a total cost of \$551,250 subject to receiving a Certificate of Approval from the Ministry of Community, Sport and Cultural Development. The Regional District received the Certificate of Approval on December 21, 2016 and awarded the contract. The project is now proceeding.

Proposed West Coast Multiplex Facility

Staff continue to work with the West Coast Multiplex Society (WCMS) and the Tla-o-qui-aht First Nation on the next steps for the multiplex facility on the west coast. Peter MacLeod, Rec Excellence presented the draft business plan for phase one of the multiplex project on December 12, 2016 at the Long Beach Golf Course Clubhouse. The West Coast Committee will be meeting on January 12th at 1:00 pm in Tofino to discuss options for moving forward with the project. Following that meeting, the West Coast Committee will meet with the WCMS and TFN representatives on January 26th, 3:00 pm in Ucluelet to discuss next steps.

Board Strategy Session

Managers are following up. The Consultants report is being finalized and Board priorities reflected in the financial plan. The final report will be presented for endorsement by the Board at the January 25th meeting. A number of changes to updates and reports are being implemented and will be reflected in Board and Committee agendas.

Committee for Appointment of Fire Chiefs

Dan Holder, Emergency/Fire Services Coordinator is working with staff to arrange a meeting of the Special Committee that was formed by the ACRD Board with the purpose of bringing forward recommendations on appointment of fire chiefs and officers of the Regional Districts volunteer fire departments. The CAO and Fire Services Coordinator have met with the three fire chiefs and three directors for initial input.

ACRD Procedures Bylaw Amendments

The Manager of Administrative Services is working on amendments to the ACRD Procedures Bylaw for consideration by the Board in January 2017. Amendments are required to reflect changes in the *Local Government Act*. Section 215 of the *Local Government Act* now states that election of Chair and Vice Chair of the Board is to be held at the first meeting after November 1st in each year. A review of how late items are introduced or considered is also being reviewed. Some changes will be proposed based on the Board's strategy session.

West Coast Emergency Planning

The Chief Administrative Officer arranged and participated in a meeting on Monday, November 28th in Ucluelet with community leaders, EMBC, Parks Canada and emergency coordinators on the West Coast to develop a plan for improved coordination of emergency response. A report is forthcoming that will look at improved cooperation and possibly a role for the regional district throughout 2017. A request for funding for 2017 has been sent to the 8 communities and Parks Canada. The response will be reflected in preliminary budget discussions.

2017 – 2021 Financial Planning Process


The CAO and senior staff are preparing preliminary budgets, consulting with staff, directors and relevant interests. Communities meetings have been scheduled for three electoral areas.

2017 Committee Appointments

The Manager of Administrative Services is working in conjunction with the CAO and ACRD Chairperson to update appointments to Committees, Commissions and other agencies. The appointments will be presented for approval by the ACRD Board at the January 25th Board meeting. Preparation is beginning to review procedures and practices will all Committees and Commissions in 2017.

Board Reporting

Based on the input from the Board at the Strategy Session, the format for future staff reports to the Board will be changing next month.



Submitted by:

Russell Dyson, Chief Administrative Officer



Wendy Thomson, Manager of Administrative Services



MEMORANDUM

To: Board of Directors

From: Teri Fong, CPA, CGA, Manager of Finance

Date: January 3, 2017

Subject: Finance Department Staff Report

In addition to the day-to-day activities, the finance department has been working on the following in December 2016:

- 2017-2021 Financial Plan – began budgeting process including developing timeline, rolling over 2016 amounts and having discussions with managers regarding 2017 initiatives.
- 2016 Year End - began year end processes in anticipation of audit.
- Alberni Valley Regional Airport
 - Completed final reporting for Alberni Valley Community Forest Grant for Obstacle Limitation Clearing project.
 - Municipal Finance Authority draw down of short term borrowing funds for expansion project.
- Alberni Valley Landfill
 - 3rd Avenue Recycle Depot – assisted with sprinkler system installation tender.
 - Bamfield Waste Service – examined applicable letters patent to determine how to expand service to include entities currently exempt from tax. Will work with the Environmental Services Department more on this in 2017.
- Sproat Lake Parks – provided up to date financial statement for meeting as well as information regarding process to start hosting clinics' at the bike skills park.
- Sproat Lake Volunteer Fire Department – provided up to date financial information and worked with their administrative assistant to begin to finalize 2016 amounts and budget for 2017.
- Beaver Creek Volunteer Fire Department – processed the 2016 honorarium

cheques for the members.

- West Coast Multiplex – assisted consultants with information regarding asset management and employee benefit costs of the ACRD for the feasibility study.
- Strategic Planning Session – assisted in the development of the project listing that was the basis of the discussion and attended the planning session.
- Insurance – renewed the volunteer fire fighters’ accident and sickness insurance.
- Began updating signing authorities to reflect new Chair and Vice-Chair.
- Contaminated sites – began examining ACRD land inventory to determine if any sites will be subject to the new PSAB liability requirement. Will work with Planning Department to further this project.



Submitted by:

Teri Fong, CPA, CGA, Manager of Finance

MEMORANDUM

To: Board of Directors

From: Environmental Services Department

Meeting Date: January 6, 2017

Subject: Environmental Services Department Staff Report

In addition to day-to-day activities, the Environmental Services Department has been working on for December 2016.

Long Beach Airport

- Review clearing and Mulching areas with Davey Tree for OLS clearing
- Review ARCAL issues with Raylec contracting
- Review ERP exercise equipment deficiencies
- Nav Canada SNOW WIZ review and refresh
- Snow Wiz and CRFI review with A. Reaburn in advance of snow event
- Parks Canada liaison for OLS clearing on threshold 34 approach
- Raylec contracting installed terminal apron flood lighting
- Assist DR Clough with OLS clearing project for Beacon light cut program
- Site tour Transport Canada inspectors for PAPI and landing light certification

AVRA

- Attend DFO site visit for water quality inspection
- Sweeper servicing and AVRA runway swept
- Special use request by Coulson operations, one arrival, consultation with Transport Canada regarding operations from an unfinished runway surface.
- Yearend auditor visit to inventory observation.
- Insurance issues.

West Coast Landfill

- Staff prepared 1200 new recycling containers with labels and information inserts, for WC Residents for delivery in the New Year.

Alberni Valley Landfill

- Met with contractor and engineer for 2017-2021 Financial Plan and diversion initiatives.
- 3rd Avenue depot clean up in anticipation of the sprinkler installation.

- Signage improvements at the depot to assist the public and to separate the commercial recycling products.
- Added clothes and book recycling at the depot.
- Working on additional recycling options for stewardship programs at 3rd avenue depot.

Bamfield

- Completed the final preparation of contract with AWC Water Solutions Ltd. (previously known as ADI Water Solutions Ltd) based on the RFP submission as the successful proponent for the supply of the water treatment plant for the Bamfield Water system.

Salmon Beach

- Worked with Contractor on maintenance issue – silt traps, ditching and grading
- Advertised for the temporary West Coast Assistant position

Millstream Water

- Investigation of options for water system oversight.
- Requested engineer estimates for infrastructure assessment for grant application.

Beaver Creek Water

- Responded to 37 work orders
- Responded to 15 VT Scada Alarm with 2 after hour call outs
- Marked out 2 BC1 calls from the public/private users
- All handheld analyzers factory calibrated by Hach
- Completed 4th quarter reads
- Lots of snow shoveling and ice clearing
- Delivered high consumption notices
- Leak checks, cold weather has pipe freezing on customers properties and visual tour through system enabled identification of some outdoor leaks due to freezing external pipes and fixtures.
- Managing the staff time off and coverage requirements are met.
- Darnley and Kitsuksis power outages
- Corix performing annual hydrant maintenance
- Along with daily duties
- Completion of old maintenance building demo
- Yearend inventory process with auditor

General

- M. Fortune attended a BC Ambulance Service DOSH meeting in Nanaimo Dec 15
- Alberni Valley entrance improvement items investigated.
- Woodstove exchange program grant received and agreement signed.
- Sproat Lake Park snow removal organization.

Alberni-Clayoquot Regional District
Staff Action Items by Department and Date
Update to the Board of Directors as of January 6, 2017

#	Date	Action Item	Assigned to	Target Date/Update
Administration Department				
1.	Jan. 23/13 WC Comm	Explore with the Yuułuʔiłʔatḥ Government possible participation in the South Long Beach Multi-Purpose Bike Path in the future	Russell	Request made of Yuułuʔiłʔatḥ
2.	July 10/15 Board	Contact and work with the Nuu-chah-nulth Tribal Council and the Port Alberni Friendship Centre to develop a long term plan for reconciliation.	Reconcil. Committee	Ongoing
3.	April 9/15 Recon. Comm.	C2C recommend contacting the President NTC Deb Foxcroft and request an observer from the ACRD at the NTC meetings.	Reconcil. Committee	Committee to review status
4.	May 27/15 Board	Assessment of Tseshaht First Nation water system expansion to Bell & Stuart roads waiting further information from the Tseshaht First Nation.	Russell	Met Nov 28, Ongoing TFN to report
5.	Sept. 16/15 AV & Bamfield Services Comm.	A 3-person committee made up of the CAO, Chairperson Osborne and Director McNabb was established to continue to meet with the Tseshaht First Nation to discuss tenure at the AV Landfill.	Russell	Met Nov 28 Council - landfill tour conducted Dec 2016
6.	March 22/16 EA Directors Comm.	Dialogue with the City of Port Alberni to discuss a possible future funding contribution from the Gas Tax Allocation for the Alberni Valley Regional Airport improvements.	Russell	Letter sent to the City of PA
7.	May 31/16 West Coast Comm.	Proceed with Phase 1 of the business plan for the proposed multiplex facility on the West Coast which includes the long term viability of the project and a pre-design plan for the proposed facility. Receive input on the process from the Tla-o-qui-aht First Nation, West Coast Multiplex Society and West Coast Committee.	Russell	Done Dec. 12, 2016
8.	May 31/16 West Coast Comm.	Investigate what other communities do for regional emergency planning including contractual arrangements and funding.	Russell	Met on WC Nov 28
9.	June 22/16 Board	The Board requested staff review the implications of the Fire Safety Act regulations coming into effect.	Dan Holder	Report Forthcoming
10.	Sept. 14/16 RHD	Staff investigate and report back to the Hospital Board on implications of entering into an arrangement with Mr. Joe Murphy for technical expertise for the Bamfield helipad	Russell	Report - Jan. 11 Hospital Agenda
11.	Oct. 26/16 Board	A special committee was formed for the purpose of bringing forward recommendations to the Board regarding the appointment of the Fire Chiefs and officers of the Regional Districts Fire Departments, the	Dan/ Wendy	Initial meetings held – ongoing

#	Date	Action Item	Assigned to	Target Date/Update
		committee to consist of the Directors of Bamfield, Sproat Lake and Beaver Creek, the current Fire Chief and Deputy of each department and the Fire Services Coordinator.		
12.	Nov. 9/16 Board	The Board of Directors passed a resolution to conduct a one-day strategic planning session on December 15, 2016 for the purpose of defining priorities for the five-year financial plan – Arrange session.	Russell/Wendy	Session held Dec. 15 th – Report to Board Jan. 25 th
13.	Nov. 9/16 Board	Arrange a meeting with Minister Stone, Ministry of Transportation and Infrastructure regarding the Horne Lake Connector Business Case Final Report, October 2016	Shelli	Meeting with Regional Director on behalf of Minister Stone – Jan. 11 th , 11:00 am, ACRD Office
14.	Nov. 16 th West Coast Committee	The West Coast Committee recommend the Chairperson of the ACRD write a letter to the appropriate federal and provincial ministries congratulating them on establishing oil spill response programs and advising them of the ACRD infrastructure at CYAZ that may be appropriate for logistical needs of emergency response.	Russell	Done
15.	Nov. 23 rd Board	Contact the Port Alberni Port Authority to undertake a public engagement session regarding the PATH project with the residents of Electoral Area “A” as soon as is practically possible	Russell	Request forwarded - arranging
16.	Nov. 23 rd Board	Forward a letter to the Provincial and Federal governments requesting in consideration of the Somass Watershed: consult with the local communities, share information with respect to anticipated flood events and investigate options for mitigation of flooding	Russell/Dan	Done
17.	Nov. 23 rd Board	Forward letter to the Ministry of Transportation and Infrastructure to thank them for their preparation and actions to manage traffic on Highway Four and ask for consideration of improvements to avoid traffic disruptions along the Highway in similar flood events	Russell/Dan	Done
18.	Dec. 9 th Board	Advise Mun. Finance Authority – Director Kokura was appointed to their Board for 2017 and Director Banton as the alternate	Tracy	Done

#	Date	Action Item	Assigned to	Target Date/Update
19.	Dec. 9 th Board	The Board of Directors appointed Director Osborne to the Alberni-Clayoquot Health Network Table of Partners for a two (2) year term starting January 1, 2017 – Advise the Network	Shelli	Done
20.	Dec. 9 th Board	The Board of Directors agreed with the AC Health Network recommendation to sign the Communities on the Move Declaration: creating smart, fair and healthy transportation options for all BC Communities and join the call for healthier British Columbia for all – Make declaration & advise AC Health Network	Shelli	Done
21.	Dec. 9 th Board	The Board of Directors passed a resolution to enter into a Disaster Response Agreement with the Canadian Red Cross Society for a three-year term in the amount of \$10,000.00 annually for the provision of disaster relief services in the Alberni Valley	Wendy	Agreement signed and forwarded to the Society for endorsement
22.	Dec. 9 th Board	The Board instructed the CAOs of the ACRD and CPA meet on a regular basis to review opportunities for sharing resources at the time of hiring and/or contracts for services in consideration of the potential for shared efficiencies and for the purpose of fostering information sharing and problem solving among like departments with an annual report to the board / council to describe realized opportunities	Russell	Setting up process with CPA CAO
23.	Dec. 9 th Board	Arrange a joint meeting between the Alberni Valley & Bamfield Services Committee and Port Alberni City Council to identify specific services the ACRD and CPA wish to explore, and develop an action plan to assess and implement practical solutions in a timely manner	Wendy	Meeting Jan. 23 rd , 10:00 am, ACRD Office
24.	Dec. 9 th Board	The ACRD Board of Directors approved the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District Meeting Schedule for 2017 – send to staff, directors and post on website	Wendy	Done
Finance Department				
25.	March 9/16 Board	Create an Emergency Plan 5 year Budget in 2017.	Teri	January 2017
26.	Sept. 21/16 WC Committee	The WC Committee instructed staff to meet with the Long Beach Recreation Cooperative to discuss the lease at the Long Beach Airport and outstanding water fees.	Teri/Wendy Andrew	Arranging
27.	Nov. 9/16 Hospital Board	The ACRHD Board of Directors passed a resolution to request a meeting between the Regional Hospital District Chair, Penny Cote, and Island Health	Teri/Shelli	Arranging

#	Date	Action Item	Assigned to	Target Date/Update
		representative, Dr. Wendy Johnsen, Medical Director, regarding the End of Life Program in our region – Arrange the meeting.		
28.	Nov. 23 rd Board	The Board of Directors approved sponsorship in the amount of \$5,000.00 from the Special Events Grants-In-Aid, half in 2016 and 2017 to the District of Ucluelet towards their hosting of the 2017 Vancouver Island Emergency Preparedness Conference (VIEPC) on April 6-8, 2017 in Ucluelet, BC – Advise Ucluelet and budget remaining funds in 2017.	Teri	Done
29.	Nov. 23 rd Board	The Board of Directors authorized Director Bennett to attend the Dialogue for the Future of Fish and Fisherman on December 5, 2016 in Nanaimo, BC.	Teri	Done
30.	Nov. 23 rd Board	The ACRD Board of Directors authorized Director Bennett and St. Jacques to attend the Groundfish Trawl Advisory Committee meeting on December 2, 2016 in order to speak on at-sea processing of hake.	Teri	Done
31.	Dec. 9 th Board	The Board of Directors approved the proposed meeting schedule for the 2017 – 2021 Alberni-Clayoquot Regional District Financial Plan and the 2017 Regional Hospital District Budget – Post on website, circulate to staff and board	Teri	Done
32.	Dec. 9 th Board	The Board of Directors adopted Bylaw cited as “2016 to 2020 Financial Plan Amendment Bylaw No. F1125-1” which amends the 2016 - prepare for signatures	Teri	Done
33.	Dec. 9 th RHD Board	The Board of Directors adopted Bylaw cited as “Alberni-Clayoquot Regional Hospital District 2017 Provisional Budget No. 121” – prepare for signatures and forward to required agencies	Teri	Done
Environmental Services Department				
34.	May 11/11 AV Comm.	Investigate with the Tseshaht First Nation possible resource recovery at the AV Landfill.	Russell	In progress
35.	June 13/12 BD	Develop a plan for appropriate use of the funds on the Log Train Trail from the Arrowsmith Radical Runners for signage.	Andrew	Report in 2017 Financial Plan
36.	Oct. 10/12 Board	Work with the Air Quality Council to develop a draft valley wide woodstove bylaw based on the City of Port Alberni’s bylaw following receipt by the Board of Directors a joint APC meeting will be called to review the proposal.	Russell/ Andrew	Report to Board January 25 th

#	Date	Action Item	Assigned to	Target Date/Update
37.	Sept. 9/15 Board	Refer the correspondence from the District of Tofino regarding working with Eco West on green infrastructure to staff for consideration and report back to the West Coast Committee and then the Board of Directors – Prepare a report for consideration at the October 7 West Coast Committee Meeting.	Andrew	In Progress
38.	March 16/16 Special Board	The Board of Directors directed staff to complete waste reduction strategies as presented in the March 16 th Report at a cost of \$95,000.	Andrew/ Janice	In Progress Report forthcoming
39.	April 13/16 Board	Work with the Huu-ay-aht First Nation and Bamfield Marine Science Centre to develop a plan to combine waste services for the Bamfield Area	Andrew/ Janice	Applied for FCM Grant to assist process – Meeting Jan. 31
40.	May 11/16 Board	Invite Island Health, Island Timberlands, HUU-ay-aht First Nations and the Ministry of Forests, Land and Natural Resource Operations to a future meeting to discuss watershed management in the interests of water quality.	Andrew/ Heather	In Progress
41.	Sept. 21/16 WC Committee	The WC Committee recommends the ACRD Board include the purchase of 77 litre garbage containers up to a maximum of \$20,000 in 2017 for the West Coast Waste Service. Include in 2017 Budget.	Andrew/ Janice	Rescheduled when weather improves
42.	Sept. 21/16 WC Committee	The WC Committee recommends the ACRD Board amend “Bylaw No. R1021-4, Garbage and Recyclable Materials Collection Amendment, 2014” to include a charge of \$15 for recycling fees in 2017. Prepare RFD and amendment bylaw for consideration of the Board.	Andrew/ Janice	Prepare for Board Jan. 25 th meeting
43.	Sept. 21/16 WC Committee	The West Coast Committee directs staff to proceed with a Request for Proposals to lease a 2-acre section of land at the Long Beach Airport at the corner of Lysander and Airport Road. Amending bylaw for consideration by the ACRD Board following zoning bylaw changes	Andrew/ Janice	Awaiting zoning bylaw changes
44.	Sept. 21/16 WC Committee	The WC Committee directs staff to proceed with Steller Management’s letter of intent for the development plan for Lots C & D at the Long Beach Airport	Andrew/ Janice	In Progress – Advertise in Jan. 2017
45.	Sept. 21/16 WC Committee	The WC Committee instruct staff to develop a strategy to move towards increasing lease rates to match the market values developed by Pacific Rim appraisals with timelines of expiration of leases where possible.	Andrew/ Janice	First step currently underway
46.	Oct. 5/16	The AV and Bamfield Services Committee received the 3 rd Avenue Depot report and confirmed support for capital expenditures at the Depot to be completed	Andrew/ Janice	Completing in 2016 and move

#	Date	Action Item	Assigned to	Target Date/Update
	AV & Bamfield Services Committee	within the \$160,000 budget in 2016 and allocate \$140,000 for further capital upgrades in the 2017-2021 Financial plan.		to 2017 Financial Plan Process
47.	Oct. 12/16 Board	The ACRD Board passed a resolution to request the Air Quality Council to develop an education bulletin on effectively burning organic waste & the ACRD will distribute – Contact Air Quality Council.	Janice/ Andrew	AQQ Developing bulletin with Island Health & Min. Enviro.
48.	Nov. 9/16 Board	The Board of Directors approved submitting an application to the Clean Water and Wastewater Fund to help fund a water treatment plant to address the high levels of Trihalomethanes (THMs) in the Bamfield Water System that currently exceed the Canadian Drinking Water Guidelines – Submit application.	Andrew/ Janice	Submitted grant application – awaiting notification
49.	Nov. 9/16 Board	The Board of Directors passed a resolution to sign onto the British Columbia Climate Action Charter – Commence process to sign onto the Climate Action Charter	Andrew	Will investigate staffing impacts & include in 2017 budget plan
50.	Dec. 9 th Board	The Board of Directors directed staff to proceed with the tendering of the Northwest Road relocation as outlined in the December 2, 2016 report of the Airport Superintendent, subject to approval to proceed from the Ministry of Forests, Lands and Natural Resource Operations – Proceed with tendering	Andrew	In progress
51.	Dec. 9 th Board	The Board of Directors agreed to enter into a Letter of Understanding with Suncoast Waste Services in order to provide the financial incentives received for baling materials (less a 15% administration fee to the ACRD) from Multi Materials British Columbia – Prepare Letter of Understanding for signatures	Andrew/ Janice	Awaiting signatures
52.	Dec. 9 th Board	The Board of Directors awarded the South Bamfield Road Hydrant Installation tender to Bowerman Excavating Ltd. in the amount of \$67,829.73 including GST – Award contract	Andrew	Noticed of award sent to Boerman – Work to be completed Jan. 2017
53.	Dec. 9 th Board	The Board of Directors awarded the Bamfield Water System Treatment Plant Project to ADI Water Solutions for a total cost of \$551,250 including taxes and authorize the Chief Administrative Officer and Chairperson to enter into the contract subject to the Alberni-Clayoquot Regional District receiving the	Andrew/ Russell	Notice of award provided – work to commence on WTP supply

#	Date	Action Item	Assigned to	Target Date/Update
		Certificate of Approval for Borrowing from the Ministry of Community, Sport and Cultural Development		
54.	Dec. 9 th Board	Draft a letter to the Ministry of Transportation and Infrastructure regarding maintenance of the entrance to Toquaht Main Road	Andrew	Done
55.	Dec. 9 th Board	Request for Decision regarding Alberni Valley Landfill Operations – Refer to the Alberni Valley Committee and Bamfield Services Committee	Andrew	Feb. 15 th AV/Bamfield Svs. Committee Mtg.
Planning Department				
56.	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	Public Hearing January 17 th
57.	Nov. 14/12 Board	The Board referred the Bamfield Community Hall Society's request to approve & support their proposal to build a new hall to staff to review & provide a recommendation, following consultation with the Society, on the role of the ACRD.	Mike	Contacted Hall Society – Society working on options
58.	May 27/15 EA Directors	Zoning Bylaw Text Amendment for Riparian Setbacks within all Electoral Area Official Community Plan Areas - The EA Directors passed a resolution instructing planning staff to re-designate major and minor streams within all electoral area official community plan areas.	Mike	Planning staff to review
59.	May 27/15 Board	The Board approved the plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot District, Plan VIP510. This will be in accordance with: <ol style="list-style-type: none"> 1. All structures to meet BC Building Code; 2. "Use at own risk" signage is provided; 3. Material and construction costs are not from public funds; 4. Future Maintenance and Inspection to be performed by ACRD; As outlined in the staff report dated November 20, 2014 – Proceed with the project.	Luc	In progress
60.	April 13/16 Board	Review ACRD Fire Department recent truck repairs and investigate Fire Departments use of maintenance contract for light vehicles.	Luc	Investigating
61.	Oct. 5/16 EA Committee	The EA Committee directed staff to conduct public input sessions to garner community input into options for dealing with short term vacation rentals.	Mike	In Progress

#	Date	Action Item	Assigned to	Target Date/Update
62.	Oct. 12/16 Board	Send in papers nominating Battleship Island on Highway 4 for a new Stop of Interest Sign through the Ministry of Transportation and Infrastructure.	Mike	Done
63.	Oct. 12/16 Board	Draft a letter of support to Rogers Mobility to proceed with the proposed cell tower at Sproat Lake.	Alex	Done
64.	Oct. 12/16 Board	Invite wireless communication providers in the region to meet with the ACRD Board of Directors and provide an update on their plans in the region.	Alex	In Progress
65.	Nov. 16 th West Coast Committee	Forward the Pacific Rim National Park Traverse Trail plan to the Regional Districts Regional Parks and Trail Advisory Committee for a discussion regarding links from the trail to Ucluelet and Tofino	Mike	Winter 2017

Issued: January 6, 2017

Note: A new format for the Board Action List will be presented at the January 25th Meeting



Vancouver Island Regional Library

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

December 1, 2016

Mr Russell Dyson
Chief Administrative Officer
Alberni-Clayoquot Regional District
3008 Fifth Ave
Port Alberni B.C. V9Y 2E3



Dear Sir/Madam,

Re: Library Budget and Levy to Members

Vancouver Island Regional Library (VIRL) Board adopted the 2017 budget at its September 17, 2016 Board meeting.

A copy of the 2017 – 2021 Adopted Financial Plan is available on our website at <http://virl.bc.ca/about-us/reports-and-plans>

Following is the detail on the first payment due before March 1, 2017. A formal invoice will follow.

	Quarterly Installment	Annual Amount
Population portion	28,513	206,143
Assessment portion	<u>41,902</u>	<u>255,880</u>
2017 First Quarter Total Levy	\$115,506	\$462,024

The development of the 2017-2021 Financial Plan was driven by a focus on meeting the service standards our Board has committed to. Specifically the 2017-2021 Financial Plan focuses on:

- Evaluating budget pressures within the framework of the Strategic Plan and the Facilities Master Plan;
- Reinforcing strategic priorities through the business case planning process;
- Exploring alternative funding sources;
- Continuous evolution of the internal request for funding process; and

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay



Vancouver Island Regional Library

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

- Exploring opportunities & continuous improvement.

The objective of these actions is to provide a budget that is lean while maintaining the Board's service levels.

For 2017 this entails a 4.25% increase in the total levy, consisting of:

- A 1.34% increase to meet our core service needs and inflationary pressures;
- A 1.72% increase for staff-driven business cases to improve our services to the public; and
- A 1.19% increase for levies related to the Facilities Master Plan

The 2017 – 2021 Financial Plan plays an integral part in meeting the objectives of the Strategic Plan:

1. Community: VIRL will continue to expand engagement and partnership opportunities, as well as increase advertising and promotion to show that the library is a vibrant, welcoming place for people of all socioeconomic groups, cultures and literacy levels.

2. Collect. Connect. Collaborate. Create: VIRL seeks to identify and address the educational and recreational needs of our customers. As well, we seek new ways to reach those who are not aware of the resources we have to offer.

The library is a place of lifelong learning and inspiration. We strive to provide our communities with access to the information they need – whenever or wherever that may be.

3. Places & Spaces: Since 2011, we have renovated or built eleven branches across the VIRL service area. Assessing the needs of each unique community when renovating and building facilities is a crucial component of our ongoing success.

In addition, our online presence and information technology (IT) infrastructure needs continuous and consistent stewardship and development to ensure that we meet the current and future technological needs of our customers.

4. Life at Work: To succeed as an organization, VIRL recognizes that it needs to support staff (and ultimately library customers) by respecting the multiple perspectives our employees represent. To do this, we must continually promote positive employer/union

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Skidegate Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Woss



Vancouver Island Regional Library

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

relations and improve our methods of communication, decision making and project management to create an effective and productive workplace culture.

Please do not hesitate to contact us if you have any questions.

Thank you,

Joel Adams, CPA, CA
Director of Finance

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay



2017 AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 21, 2017**

SUBMISSION REQUIREMENTS

Resolutions submitted to the AVICC for consideration shall be received as follows:

1. One copy of the resolution by regular mail to:
AVICC
525 Government Street
Victoria, BC
V8V 0A8

AND

2. One copy submitted electronically either through the online submission form or by email (submitting the resolution in MS Word is preferred):
 - a) Online http://ubcm.formstack.com/forms/avicc_2017_resolutions_submission_form
 - b) Email to avicc@ubcm.ca (Word version of the resolution itself preferred)
- The resolution should not contain more than two "whereas" clauses; and
 - Background documentation **must** accompany each resolution submitted.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is **April 5, 2017**.
- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

AVICC AGM & Convention – April 7-9, 2017 – Campbell River



2017 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC is the collective voice for local government on Vancouver Island, the Sunshine Coast, Powell River and the Central Coast. The membership elects directors during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides the direction for the Association between Conventions.

This circular is notice of the AVICC Executive positions open for nomination, the process and the procedures for nomination.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

The candidate must be an elected official of an AVICC member and must be nominated by two elected officials of an AVICC local government member.

Background information that defines the key responsibilities and commitments of an AVICC Executive member is available on request from the AVICC Office and is published on the website at www.avicc.ca

A nomination and consent form should be used for all nominations (attached or on the website).

The Chair of the 2017 Nominating Committee will be Past President Joe Stanhope, Nanaimo Regional District Director.

3. NEXT STEPS

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 300-word biography will be prepared under the direction of the Nominating Committee and distributed in the AVICC Convention Newsletter.

**To Be Included In *The Report on Nominations*,
Nominations Must Be Received By
FEBRUARY 21, 2017**

4. AT CONVENTION

The nomination process outlined above does not change the process whereby candidates can be nominated off the floor at the Convention. It does allow those that are interested in seeking office to be nominated in advance of the Convention with the "sanction" of a Nominating Committee and to have their biographical information published in the AVICC Convention Newsletter.

5. FURTHER INFORMATION

Copies of the "consent form" or duties of Executive members are available from the AVICC office or on the website.

All other inquiries should be directed to:

**Past President Joe Stanhope, Chair
2017 Nominating Committee
c/o AVICC
525 Government Street
Victoria, BC V8V 0A8**

Phone: (250) 356-5122

Email: avicc@ubcm.ca

NOMINATIONS FOR THE 2017-18 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate¹ a candidate and we nominate:

Name: _____

Local Gov't Position (Mayor/Councillor/Director): _____

Municipality or Regional District Represented: _____

AVICC Executive Office Nominated For: _____

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the AVICC Constitution². I also agree to provide the following information to the Chair, AVICC Nominating Committee (c/o AVICC Office) by **Tuesday, February 21, 2017**.

- 2"x3" Photo in digital format should be sent to avicc@ubcm.ca
- Biographical information. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall edit as required. A copy in Word format should be emailed to avicc@ubcm.ca

Printed Name: _____

Position: _____

Muni/RD: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association. Nominees for electoral area representative must hold the appropriate office.

**Return To: Past President Joe Stanhope, Chair, Nominating Committee, AVICC
525 Government Street, Victoria, BC V8V 0A8
or scan and email to avicc@ubcm.ca**