



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, JUNE 28, 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 requires 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u>	
<i>(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Local Government Act)</i>	
4. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting – June 14, 2017	8-18
<i>THAT the minutes of the Board of Directors meeting held on June 14, 2017 be adopted.</i>	
b. West Coast Committee Meeting – June 14, 2017	19-24
<i>THAT the minutes of the West Coast Committee meeting held on June 14, 2017 be adopted.</i>	
c. Appointment of Fire Chief’s Committee Meeting – June 14, 2017	25-27
<i>THAT the minutes of the Appointment of Fire Chief’s Committee meeting held on June 14, 2017 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. Samuel Sugita, Municipal Project Manager BC Rogers Communications, Lisa Rossington, Manager of Public Affairs for Western Canada, Rogers Communications, regarding potential opportunities for improved cell coverage in our communities.	
b. Mr. Cody Chretien, Mr. Jason Ward regarding Development Variance Permit DVE17005.	

6. CORRESPONDENCE FOR ACTION

- a. **REQUEST FOR LETTER OF SUPPORT** **28-35**
West Coast Aquatic Management Association, June 19, 2017 regarding request for a letter of support for an Area G Pacific Salmon Treaty Mitigation Fund Proposal.

Possible Motion:

THAT Alberni-Clayoquot Regional District Board of Directors forward a letter of support to the West Coast Aquatic Management Association regarding their joint proposal with Area G Trollers to re-profile the Pacific Salmon Mitigation Fund.

- b. **REQUEST FOR NOISE EXEMPTION FROM NOISE BYLAW NO. R1024** **36**
Alberni Valley Regatta Association, June 12, 2017, requesting a noise exemption for the date of July 14, 15 and 16, 2017 from 9:00 am to 5:00 pm daily.

Possible Motion:

THAT the Alberni-Clayoquot Regional District Board of Directors issue the permit for a special event as per Section 7 of the "Sproat Lake Noise Control Bylaw No. R1024, 2013" for July 14, 15, 16, 2017 from 9:00 am to 5:00 pm daily to the Alberni Valley Regatta Association.

7. CORRESPONDENCE FOR INFORMATION

- a. **DISTRICT OF TOFINO TO GORD JOHNS, MP** **37-38**
Federal Gas Tax Strategic Priorities Fund Applications to Complete the Pacific Traverse Trail
- b. **FIRST NATIONS HEALTH AUTHORITY** **39-79**
2017/2018 FNHA Summary Service Plan
- c. **VANCOUVER FOUNDATION** **80-81**
Grant – Steps Towards an Airshed Management Plan for the Alberni Valley
- d. **VANCOUVER ISLAND REGIONAL LIBRARY** **82-101**
2016 Annual Report
- e. **ALBERNI VALLEY MUSEUM AND HERITAGE COMMISION** **102**
E&N Corridor to Trails
- f. **OMEGA PACIFIC HATCHERY INC.** **103-106**
Draft Summary of a Review of Chinook S1 (Yearlings) Grown at Omega Pacific Hatchery Inc.
- g. **WEST COAST AQUATIC** **107-108**
Correspondence to South Coast, Pacific Region, DFO regarding Advisory Committee for the Proposed WCVI Offshore MPA

- h. **MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS**
Replacement of BCTS Strait of Georgia Business Area's East and Southwest Coast Forest Stewardship Plan

109-111

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

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION**
2016 Statement of Financial Information – Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District

112-167

THAT the Alberni-Clayoquot Regional District Board of Directors approve the 2016 Statement of Financial Information (SOFI) including all of the statements and schedules for the following organizations:

- *Alberni-Clayoquot Regional District*
- *Alberni-Clayoquot Regional Hospital District*

- b. **REQUEST FOR DECISION**
Security Issuing Bylaw F1132, 2017

168-174

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

THAT the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

- c. **REQUEST FOR DECISION**
Coulson Aircrane Land Lease – Alberni Valley Regional Airport

175-201

THAT the Board of Directors

- i. *Instruct staff to submit the land lease for PART OF BLOCK F, OF BLOCK 209, DISTRICT LOTS 130,157, 171, 172, AND 204, ALBERNI DISTRICT as shown on PLAN EPP61119 to the Provincial Subdivision Approving Officer for approval.*

- ii. *Following approving officer approval and the lease being signed by Coulson Aircrane Ltd, authorize the Chairperson and Acting CAO to sign the lease on behalf of the Alberni-Clayoquot Regional District.*

- d. **REQUEST FOR DECISION** **202-215**
Coulson Aircrane Short Term Licence of Use – Alberni Valley Regional Airport

THAT the Alberni-Clayoquot Regional District Board of Directors extend the Licence of Use Agreement with Coulson Aircrane for a maximum of six (6) months for a sum of \$10.00 for the term of this licence at the Alberni Valley Regional Airport for the purpose of constructing works on a portion of land before the land is subdivided by leasehold plan.

- e. **REQUEST FOR DECISION** **216-219**
UBCM Resolution – Class D and E Slaughter Licensing

THAT the Board of Directors endorse the resolution and background document attached to this memo as Appendix 'A' and direct staff to submit for consideration at the 2017 UBCM Convention.

- f. **REQUEST FOR DECISION** **220**
Importance of the Fishing Industry in British Columbia

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the new Minister responsible for Fisheries in the Province of BC outlining the importance of fisheries to ourselves, Coastal BC and the Province.

- g. **REQUEST FOR DECISION** **221-222**
Cherry Creek Community Parks – Moore Road Extension

THAT the ACRD Board of Directors authorize the Acting Chief Administrative Officer or designated signing authority to enter into an agreement with the successful Tenderer for construction of a 110 meter trail along Moore Road.

- h. **REQUEST FOR DECISION** **223-225**
Alberni Valley Fire Training Facility

THAT the Alberni-Clayoquot Regional District Board of Directors approve the formation of a working committee to explore an Alberni Valley Training Center concept, which will report back to the Board with a needs assessment, feasibility study, estimated costs, location, benefits to the fire departments and examples of other facilities throughout the Province.

- i. **REQUEST FOR DECISION** **226-228**
Poverty Reduction Protocol/Theory of Change

(Referred from the June 14, 2017 Board of Directors Meeting)

THAT the Alberni-Clayoquot Regional District Board of Directors endorse the "Working Together to Reduce Poverty Protocol" agreement with the Alberni-Clayoquot Health Network for the Alberni-Clayoquot Regional District.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVD17004, BRAIDEN, 8467 BOTHWELL ROAD (SPROAT LAKE)** **229-237**
Development Variance Permit Application – Report

THAT the Board of Directors consider issuing development variance permit DVD17004.

- b. **DVD17006, RUDY, 9814 LAKESHORE ROAD (SPROAT LAKE)** **238-248**
Development Variance Permit Application – Report

THAT the Board of Directors consider issuing development variance permit DVD17006.

- c. **DVE17005, STRUC HOLDINGS LTD, PARCEL G ARVAY ROAD (BEAVER CREEK)** **249-259**
Development Variance Permit Application – Memorandum and Permit

THAT the Board of Directors issue development variance permit DVE17005.

- d. **RF16002, BROWN, 3745 MOUNTAIN VIEW ROAD (CHERRY CREEK)** **260-262**
Rezoning Application – Memorandum and Bylaw P1343

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1343 be adopted.

- e. **DVF16012, BROWN, 3745 MOUNTAIN VIEW ROAD (CHERRY CREEK)** **263-264**
Development Variance Permit Application – Memorandum and Permit

THAT the Board of Directors issue development variance permit DVF16012.

- f. **RF17002, CHERRY CREEK WATERWORKS DISTRICT, LOTS 14 & 15 BECKER PLACE (CHERRY CREEK)** **265-276**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1353 and P1354

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

THAT Regional District of Alberni-Clayoquot Cherry Creek Official Community Plan Amendment Bylaw P1353 be read a second time.

THAT Regional District of Alberni-Clayoquot Cherry Creek Official Community Plan Amendment Bylaw P1353 be read a third time.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1354 be read a second time.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1354 be read a third time.

- g. RF17005, KAUR, 6106 COTTAM ROAD (CHERRY CREEK) 277-286**
Rezoning Application – Report and Bylaw P1349

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1349 be read a first time.

THAT the public hearing for Bylaw P1349 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.

THAT the Board of Directors confirm that adoption of Bylaw P1349 is subject to:

- i. Confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 1 acre density;*
- ii. Confirmation from the Ministry of Transportation and Infrastructure that the proposed access to both lots meet their requirements; and Meeting technical referral agency requirements.*

10. REPORTS

10.1 STAFF REPORTS

- a. Staff Action Items Report – June 22, 2017 **287-292**
- b. Meeting Schedule – July 2017 **293**
- c. Financial Statement – May 31, 2017 **294-295**

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

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb
- b. Vancouver Island Regional Library - L. Banton
- c. Central West Coast Forest Society – T. Bennett
 - 2016 Summary Report **296-307**
 - Project Overview 2017 **308-311**
- d. Alberni Valley Chamber of Commerce – Jack McLeman
- e. Coastal Community Network – T. Bennett/D. St. Jacques
- f. West Island Woodlands Advisory Group –M. Kokura
- g. Island Coastal Economic Trust – J. Jack
- h. Air Quality Council, Port Alberni – K. Wyton
- i. West Coast Aquatic Board – T. Bennett/K. Wyton
- j. Association of Vancouver Island & Coastal Communities – P. Cote
- k. Beaver Creek Water Advisory Committee – J. McNabb
- m. Other Reports
 - Clayoquot Biosphere Trust 2016 Impact Report **312-316**

THAT the Board of Directors receives the Member Reports.

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. ADJOURN

**Next Board of Directors Meeting: Wednesday, July 26, 2017, 1:30 pm
Regional District Board Room**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD ON WEDNESDAY, JUNE 14, 2017, 1:30 PM

Uchucklesaht Tribe Government Office, 5251 Argyle Street, Port Alberni, BC

DIRECTORS

Josie Osborne, Vice-Chair, Mayor, District of Tofino

PRESENT:

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

Alan McCarthy, Member of Legislature, Yuuʔuʔiʔath Government

Wilfred Cootes, Councillor, Uchucklesaht Tribe Government

Kirsten Johnsen, Member of Council, Toquaht Nation

REGRETS:

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

STAFF PRESENT:

Wendy Thomson, Acting Chief Administrative Officer

Andrew McGifford, Manager of Environmental Services

Mike Irg, Manager of Planning and Development

Janice Hill, Acting Manager of Administrative Services

1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 1:33 p.m.

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

2. REMEMBRANCE

A moment of silence was held in memory of Jim Levis, former Area "A" (Bamfield) Director – December 1996-November 2005

3. APPROVAL OF AGENDA

MOVED: Director Bennett

SECONDED: Director Banton

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

- 10.1(a). *DVE17005 – Correspondence from Neighbors.*
13(a). *UBCM Resolution Submissions for 2017.*

C)ARRIED

4. DECLARATIONS

(conflict of interest or gifts exceeding \$250 in value as per section 106 of the Local Government Act)

5. ADOPTION OF MINUTES

a. Board of Directors Meeting – May 24, 2017

MOVED: Director Cote
SECONDED: Director McNabb

THAT the minutes of the Board of Directors meeting held on May 24, 2017 be adopted.

CARRIED

b. Electoral Area Directors Committee Meeting – May 23, 2017

MOVED: Director Wyton
SECONDED: Director Cote

THAT the minutes of the Electoral Area Directors Committee meeting held on May 23, 2017 be adopted.

CARRIED

c. Alberni Valley Emergency Planning Policy Group Minutes – May 25, 2017

MOVED: Director McNabb
SECONDED: Director Cote

THAT the notes of the Alberni Valley Emergency Planning Policy Group meeting held on May 25, 2017 be received.

CARRIED

d. Alberni-Clayoquot Regional Fisheries Resource Committee Meeting – May 30, 2017

MOVED: Director Cote
SECONDED: Director Bennett

THAT the minutes of the Alberni-Clayoquot Regional Fisheries Resource Committee meeting held on May 30, 2017 be adopted.

CARRIED

e. Beaver Creek Water Advisory Committee Meeting – June 7, 2017

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on June 7, 2017 be adopted.

CARRIED

6. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Mr. Nick Clark, resident regarding Development Variance Permit number DVE17005.

Mr. Clark provided a power point presentation showing concerns he has with Development Variance permit application for Parcel G, Arvay Road and the impact on his property if the application is approved.

b. Ms. Marcie DeWitt, Coordinator, Alberni-Clayoquot Health Network regarding Poverty Protocol Presentation

Ms. DeWitt, presented a power point presentation on Working Together to Reduce Poverty and the Theory of Change. The ACHN are seeking resolutions from Municipalities and First Nations located within the ACRD to endorse the reducing poverty protocol agreement.

MOVED: Director Osborne

SECONDED: Director Cootes

THAT the Board of Directors defer the request from the Alberni-Clayoquot Health Network to endorse the Reducing Poverty Protocol Agreement to the June 28th, 2017 Board of Directors meeting.

CARRIED

7. CORRESPONDENCE FOR ACTION

a. Correspondence from the Medical Health Officer, dated May 29, 2017 regarding the 2015 Local Health Profile.

MOVED: Director Bennett

SECONDED: Director Cootes

THAT the Board of Directors invite Dr. Hasselback to present the updated information regarding the 2015 Local Health Profile.

CARRIED

8. CORRESPONDENCE FOR INFORMATION

- a. **ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**
2017 Convention Update & 2017 Resolutions Disposition
Healthy Communities Open Space Workshop
Softwood Lumber Trade Update
- b. **BC ASSESSMENT**
UBCM 2017 Convention – BC Assessment Meeting Invitation
- c. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
2016 Resolutions
- d. **INDIGENOUS AND NORTHERN AFFAIRS CANADA**
Car Ferry Service between the Coastal Communities of Port Alberni,
Bamfield and Ucluelet
- e. **VANCOUVER ISLAND REGIONAL LIBRARY**
From the Board Table
- f. **CANADIAN WOOD COUNCIL**
Newsletter
- g. **ISLAND COASTAL ECONOMIC TRUST**
Mobile Visitor Centre will bring Tourist Info to Lake Cowichan Events
- h. **VANCOUVER ISLAND RECYCLING AND WASTE INDUSTRY COALITION**
Request to Ban Clean Wood Waste

MOVED: Director McCarthy

SECONDED: Director Bennett

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

CARRIED

9. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 577.**

MOVED: Director Cootes

SECONDED: Director McLeman

THAT the Board of Directors approve Finance Warrant Number 577 in the amount of \$1,209,941.08 dated May 31, 2017.

CARRIED

- b. **Request for Decision regarding Pacific Salmon Treaty Negotiations.**

MOVED: Director Bennett

SECONDED: Director Ruttan

THAT the Board of Directors forward a letter to the Canadian Commissioners negotiating the Pacific Salmon Treaty with the U.S. advising that the Alberni-Clayoquot Regional District does not wish to see any further Chinook reductions as result of the Pacific Salmon Treaty Negotiations on the West Coast of Vancouver Island.

CARRIED

c. Request for Decision regarding Invasive Species – Bullfrogs and Koi in Sproat Lake.

*MOVED: Director Cote
SECONDED: Director Bennett*

THAT the Board of Directors forward a letter to the Provincial and Federal Governments advising of the Regional District's environmental concerns with respect to invasive species in Sproat Lake and asking if there has been any environmental impact studies done with regards to Bullfrogs and Koi in the Sproat Lake Watershed given how important Sproat Lake is to Sockeye rearing.

CARRIED

d. Request for Decision regarding Western Canada Marine Spill Response.

*MOVED: Director Cootes
SECONDED: Director Bennett*

THAT the Board of Directors forward a letter to the Minister of Fisheries and Oceans and the Canadian Coast Guard copied to the Western Canada Marine Response Corporation requesting that Marine Spill Response funding not be based on the approval of the Kinder Morgan project proposal.

CARRIED

e. Request for Decision regarding Beaver Creek Community Club – Community Works Fund Contribution Amendment.

*MOVED: Director Kokura
SECONDED: Director Banton*

THAT the Alberni-Clayoquot Regional District (ACRD) Board of Directors approve the Letter of Understanding with the Beaver Creek Community Club to increase the amount of Community Works Funding from \$40,000 to \$50,000 for the purpose of upgrading recreational infrastructure at the Beaver Creek Community Hall.

CARRIED

f. Request for Decision regarding Community Works Fund – Cherry Creek Waterworks District.

MOVED: Director Banton
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors approve the Cherry Creek Waterworks District request for \$625,000 of Community Works Funding for the replacement of aging water mainline pipe and direct staff to amend the 2017-2021 Financial Plan to reflect the project.

CARRIED

MOVED: Director Banton
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors recommend that staff prepare a cooperation agreement between the Alberni-Clayoquot Regional District and the Cherry Creek Waterworks District for sharing information on Cherry Creek Water infrastructure upgrades.

CARRIED

MOVED: Director Banton
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to draft a Contribution Agreement with the Cherry Creek Waterworks District upon receipt of a detailed project plan including:

- a) Objectives of project*
- b) Project impacts and outcomes*
- c) Project timeline*
- d) Financial plan containing a Class 'C' estimate*
- e) Source of additional funds (if necessary)*

CARRIED

g. Request for Decision regarding Beaver Creek Water System Infrastructure Assessment – 2017.

MOVED: Director McNabb
SECONDED: Director Ruttan

THAT the Board of Directors adopt the Beaver Creek Water System Infrastructure Assessment (2017) report and use the information to design the Asset Management plan for the service area.

CARRIED

h. Request for Decision regarding West Coast Landfill (WCLF) – Rate changes & cardboard disposal ban.

MOVED: Director Bennett
SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw No. R1028 - West Coast Landfill Tipping Fee and Regulation, 2017.

CARRIED

MOVED: Director Bennett
SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw No. R1028 - West Coast Landfill Tipping Fee and Regulation, 2017.

CARRIED

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw No. R1028 - West Coast Landfill Tipping Fee and Regulation, 2017.

CARRIED

MOVED: Director Bennett
SECONDED: Director McCarthy

THAT the Alberni-Clayoquot Regional District Board of Directors adopt Bylaw No. R1028 - West Coast Landfill Tipping Fee and Regulation, 2017.

CARRIED

i. Request for Decision regarding vehicle purchase.

Director McNabb declared a conflict and has left the meeting at 2:34 pm.

MOVED: Director Banton
SECONDED: Director Kokura

THAT the Regional District Board of Directors authorize the purchase of a 2011 Dodge 4x4 (\$18,700 plus GST & PST) from Nexcar that was presented to the Regional District through an RFQ process.

CARRIED

Director McNabb re-entered meeting at 2:37 pm.

10. PLANNING MATTERS

- a. **DVE17005, STRUC HOLDINGS LTD, PARCEL G ARVAY ROAD (BEAVER CREEK)**
Development Variance Permit Application – Memorandum and Permit
Late item: Correspondence from neighbors

MOVED: Director McNabb
SECONDED: Director Kokura

THAT the Board of Directors defer development variance permit DVE17005.

CARRIED

- b. **RF16002, BROWN, 3745 MOUNTAIN VIEW ROAD (CHERRY CREEK)**
Rezoning Application – Memorandum and Bylaw P1343

MOVED: Director Banton
SECONDED: Director Kokura

THAT Board of Directors defer rezoning application RF16002.

CARRIED

- c. **DVF16012, BROWN, 3745 MOUNTAIN VIEW ROAD (CHERRY CREEK)**
Development Variance Permit Application – Memorandum and Permit

MOVED: Director Banton
SECONDED: Director Kokura

THAT the Board of Directors defer development variance permit DVF16012.

CARRIED

11. REPORTS

11.1 STAFF REPORTS

- a. **Administration Department Monthly Staff Report – June 9, 2017**
- b. **Planning and Development Report – June 9, 2017**
- c. **Financial Department Report – June 6, 2017**
- d. **Environmental Services Manager Report – June 9, 2017**
- e. **Staff Action Items Report- June 8, 2017**
- f. **Climate Action Revenue Incentive (CARIP) Public Report for 2016**

MOVED: Director Kokura
SECONDED: Director Ruttan

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

CARRIED

11.2 COMMITTEE REPORTS

a. West Coast Committee Meeting – June 14, 2017 - D. St. Jacques (verbal)

Director St. Jacques provided an overview of the WC Committee meeting held at 10:00 a.m. this morning.

MOVED: Director Bennett

SECONDED: Director Kokura

THAT verbal report be received.

CARRIED

b. Alberni-Clayoquot Transportation Committee – J. McLeman (verbal)

Director McLeman reported that although the Transportation committee's initiatives did not proceed at this time, he would like a thank you letter sent to committee representatives for their contributions.

MOVED: Director McLeman

SECONDED: Director Bennett

THAT the Board of Directors send a letter of thanks to the Alberni-Clayoquot Transportation Committee representatives thanking them for their contribution to the Committee.

CARRIED

c. 2017 Advisory Planning Commission Appointments

i. Beaufort

MOVED: Director Kokura

SECONDED: Director Wyton

THAT the following individuals be appointed to the Beaufort Advisory Planning Commission for a two-year term:

Brian Thompson, Linda Thompson, John Adams, Claude Lessard.

CARRIED

11.3 OTHER REPORTS

a. Air Quality Council Meeting Minutes of May 11, 2017

MOVED: Director Ruttan
SECONDED: Director Banton

THAT this report be received.

CARRIED

12. UNFINISHED BUSINESS

- a. Ministry of Environment**
Open Burning Smoke Control Regulation
(Motion postponed from May 24, 2017 Board Meeting)

MOVED: Director McNabb
SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Provincial Government supporting the proposed new legislation on open burning and to consider the legislation include the requirement of machine stacked burn piles be seasoned for a minimum of 1 year.

CARRIED

13. LATE BUSINESS

- a. Late Business – 2017 UBCM Resolutions – Director Osborne (verbal)**
The deadline to submit UBCM resolutions for 2017 is June 30th. Any directors wanting to submit a resolution must provide the information to staff as soon as possible.

MOVED: Director Bennett
SECONDED: Director McNabb

THAT the verbal report be received.

CARRIED

14. QUESTION PERIOD

15. RECESS

MOVED: Director Osborne
SECONDED: Director Banton

THAT the Regular Board of Directors meeting be recessed at 2:48 pm in order to conduct the Regional Hospital District meeting.

CARRIED

16. RECOVENE

The meeting was reconvened at 3:04 pm.

17. IN CAMERA

MOVED: Director McNabb

SECONDED: Director Cote

THAT the meeting be closed to the public as per section

- i. *90 (1) (g) of the Community Charter: Litigation or potential litigation affecting the Regional District.*

CARRIED

The meeting was re-opened to the public at 3:09 pm.

18. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

19. ADJOURN

MOVED: Director Wyton

SECONDED: Director Bennett

THAT this meeting be adjourned at 3:09 pm.

CARRIED

Certified Correct:

Josie Osborne,
Vice-Chairperson

Wendy Thomson,
Acting Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON WEDNESDAY, JUNE 14, 2017, 10:00 AM

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

MEMBERS PRESENT: Chairperson Dianne St. Jacques, Mayor, District of Ucluelet
Josie Osborne, Mayor, District of Tofino
Tony Bennett, Director, Electoral Area "C" (Long Beach)
Alan McCarthy, Member of Legislature, Yuułu?it̓ath Government
Kirsten Johnsen, Member of Council, Toquaht Nation
Jackie Godfrey, Parks Canada

REGRETS: Jessie Hannigan, Parks Canada

STAFF PRESENT: Wendy Thomson, Acting Chief Administrative Officer
Janice Hill, Acting Manager of Administrative Services
Mike Irg, Manager of Planning & Development
Andrew McGifford, Manager of Environmental Services

GUESTS: Scott Kenny, ACRD Consultant

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 10:00 am.

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

2. **APPROVAL OF AGENDA**

MOVED: Director Osborne

SECONDED: Director McCarthy

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

5 (b). Notes – West Coast Emergency Planning Meeting – June 8, 2017

5 (i). Parks Canada Information Sessions – Traverse Trail

CARRIED

3. **ADOPTION OF MINUTES**

a. **West Coast Committee Meeting – April 5, 2017**

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the minutes of the West Coast Committee Meeting held on April 5, 2017 be received.

CARRIED

Director Johnsen entered meeting at 10:10 am.

4. REQUEST FOR DECISIONS & BYLAWS

a. Traverse Trail Connections Options

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the West Coast Committee recommend the District of Tofino acquire the right of way to build a trail to connect to the northern portion of the Traverse Trail and assume construction and maintenance costs.

CARRIED

MOVED: Director Bennett

SECONDED: Director McCarthy

THAT the West Coast Committee recommend the District of Ucluelet and Yuułu?i?ath Government work together to acquire the right of way for southern portion of the Traverse Trail and assume construction and maintenance costs with any grant money received by the ACRD transferred to the District of Ucluelet.

CARRIED

b. West Coast Landfill (WCLF) – Rate changes & cardboard disposal ban

MOVED: Director Bennett

SECONDED: Director Osborne

THAT the West Committee recommend the Alberni-Clayoquot Regional District Board of Directors adopt “Bylaw No. R1028, 2017 – A Bylaw for the Regulation of Solid Waste Disposal and Tipping Fees at the West Coast Landfill”.

CARRIED

c. Memorandum of Understanding – West Coast Multiplex Fundraising

MOVED: Director Osborne

SECONDED: Director McCarthy

THAT the West Coast Committee receive the update on West Coast Multiplex Fundraising the draft Memorandum of Understanding between the ACRD and West Coast Multiplex Society.

CARRIED

Chairperson St. Jacques left meeting at 10:42 a.m.
Director Bennett assumed the Chair.
S. Kenny left meeting at 10:42 a.m.

5. REPORTS

a. Administrative Report - West Coast Project To Do List 2017

MOVED: Director McCarthy
SECONDED: Director Osborne

THAT the West Coast Committee receive the report.

CARRIED

b. West Coast Emergency Planning Meeting – June 8, 2017 - W. Thomson (verbal)

The Acting CAO circulated notes and reported on the June 8th meeting. The ACRD continues to collect \$1,000 from each of the communities on the West Coast for a total of approximately \$10,000 in order to retain an emergency coordinator on the West Coast. There was initial discussion regarding the West Coast coordinator position duties to include: building a business case for a permanent position on the west coast, explore funding opportunities, conduct a first scan of all emergency plans on the coast and prepare and database.

MOVED: Director McCarthy
SECONDED: Director Osborne

THAT the West Coast Committee receive the report.

CARRIED

c. Waiving of Tipping Fees - A. McGifford (verbal)

The Manager of Environmental Services provided information on how the waiving of tipping fees are handled in the WC Landfill service budget.

MOVED: Director McCarthy
SECONDED: Director Johnsen

THAT the West Coast Committee receive the report.

CARRIED

d. Memorandum - Long Beach Recreation Cooperative Water Fees Update

The Manager of Environmental Services provided a follow up to a report that was provided to the WC Committee in the Fall of 2016 regarding the outstanding water fees at the Long Beach Recreation Cooperative explaining an error that had occurred in the calculation of their quarterly water fees.

MOVED: Director McCarthy

SECONDED: Director Johnsen

THAT the West Coast Committee receive the report.

CARRIED

e. Memorandum - West Coast Landfill – Annual Report 2014

MOVED: Director Osborne

SECONDED: Director McCarthy

THAT the West Coast Committee receive the report.

CARRIED

f. Organic Processing Facility Feasibility Analysis and Grant Application Update – WCLF

MOVED: Director McCarthy

SECONDED: Director Osborne

THAT the West Coast Committee receive the report.

CARRIED

S. Kenny re-entered meeting at 11:04 a.m.

g. Memorandum – Update on the West Coast Multiplex Project – Phase 1 “The Arena” Update

- Survey Update – Verbal Scott Kenny

S. Kenny provided an update on the survey being conducted by VIU in the fall of 2017 within the West Coast Multiplex service area. The Committee discussed content for the survey. S. Kenny will work with west coast communities and the Society to develop the fall survey.

MOVED: Director Johnsen

SECONDED: Director McCarthy

THAT the West Coast Committee receive the report.

CARRIED

h. Proposed Transit Service between Ucluelet, Long Beach and Tofino

The Acting CAO presented a draft RFQ to retain a consultant to undertake a market/demand analysis for a proposed transit service between Tofino and Ucluelet. The ACRD budgeted \$5,000 in general government services (reports and studies) in 2017 for this project. There was discussion regarding contracting the Alberni-Clayoquot Health Network undertake the project.

MOVED: Director McCarthy

SECONDED: Director Johnsen

THAT the West Coast Committee direct staff to explore with the AC Health Network the possibility of the Network conducting the market/demand analysis for the proposed transit service between Ucluelet and Tofino for a cost of \$5,000.

CARRIED

i. Parks Canada – Update and Information Session Report. - J. Godfrey (verbal)

J. Godfrey provided an update on current infrastructure work in the park reserve and dates of public information sessions providing all the latest information on the Parks Canada multi-use trail project

MOVED: Director McCarthy

SECONDED: Director Osborne

THAT the West Coast Committee receive the verbal report and information session bulletin.

CARRIED

j. West Coast Aquatic – Director Bennett (verbal)

Director Bennett provided reported that the West coast Aquatic will be facilitating the community engagement on Marine Protective Areas.

MOVED: Osborne

SECONDED: McCarthy

THAT the West Coast Committee receive the report.

6. UNFINISHED BUSINESS

7. LATE BUSINESS

8. ADJOURN

MOVED: Director Osborne
SECONDED: Director Johnsen

THAT this meeting be adjourned at 11:40 a.m.

CARRIED

Certified Correct:

Dianne St. Jacques,
Chairperson

Wendy Thomson,
Acting Chief Administrative Officer



Alberni-Clayoquot Regional District

MINUTES OF THE APPOINTMENT OF FIRE CHIEFS COMMITTEE

MEETING HELD ON THURSDAY, JUNE 14, 2017 @ 6:00 PM

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

PRESENT: John McNabb, Chairperson, Director, Area "E" (Beaver Creek)
Keith Wyton, Director, Area "A" (Bamfield)
Penny Cote, Director, Area "D" (Sproat Lake)
Charles Starratt, Chief, Beaver Creek Volunteer Fire Dept.
Mark Kelly, Deputy Chief, Bamfield Volunteer Fire Dept.
Rick Geddes, Deputy Chief, Sproat Lake Volunteer Fire Dept.
Mike Cann, Chief, Sproat Lake Volunteer Fire Dept.

STAFF PRESENT: Wendy Thomson, Acting Chief Administrative Officer
Shelli Lyle, Administrative Assistant
Dan Holder, ACRD Emergency/Fire Services Coordinator (Contractor)

1. CALL TO ORDER

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

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

MOVED: Keith Wyton

SECONDED: Penny Cote

THAT the agenda be approved with the addition of the March 16, 2017 Appointment of Fire Chiefs Committee minutes.

CARRIED

2. MINUTES

MOVED: Keith Wyton

SECONDED: Charlie Starratt

THAT the Appointment of Fire Chiefs Committee meeting minutes of March 16, 2017 be approved.

CARRIED

2. JOB DESCRIPTIONS

a. Fire Chief Job Description

D. Holder provided an overview of the draft Fire Chief Job Description. Discussions followed with recommendations for revisions. D. Holder will make the revisions.

Director Wyton, D. Holder and Bamfield's Chief and Deputy Fire Chief will revise the job description specific to Bamfield.

b. Deputy Fire Chief Job Description

D. Holder provided an overview of the draft Deputy Fire Chief Job Description. The Committee discussed and provided recommendations for revisions. D. Holder will make the revisions.

MOVED: John McNabb
SECONDED: Charlie Starratt

THAT the Appointment of Fire Chiefs Committee approve the Fire Chief and Deputy Fire Chief job descriptions with revisions for Sproat Lake and Beaver Creek Fire Departments.

CARRIED

MOVED: Keith Wyton
SECONDED: Charlie Starratt

THAT the Appointment of Fire Chiefs Committee recommend that the Board of Directors adopt the Fire Chief and Deputy Fire Chief job descriptions with revisions.

CARRIED

3. REPORTS

a. Appointment of Fire Chief Policy

The Committee discussed the draft Appointment of Fire Chief Policy provided by D. Holder. Recommendations were made to revise the draft policy. D. Holder to revise and bring back to the Committee. D. Holder, P. Cote and Acting CAO will meet with the Sproat Lake Volunteer Fire Department to review prior to going to the Board of Directors for adoption.

Mike Cann entered the meeting at 6:39 pm.

b. Officer Qualifications Policy

The Committee discussed the draft Officer Qualification Policy provided by D. Holder. The intent of the matrix is a guideline to meet educational and training needs. D. Holder will work with R. Geddes to revise the matrix. D. Holder will create a defensive training standard for Bamfield.

4. OTHER BUSINESS/REPORTS

Schedule meeting with Sproat Lake Volunteer Fire Department.
Schedule next meeting of the Appointment of Fire Chiefs Committee to review revised
Job Descriptions and Policies.

5. **ADJOURN**

MOVED: John McNabb

SECONDED: Keith Wyton

THAT this meeting be adjourned at 7:05 pm.

CARRIED

Certified Correct:

John McNabb,
Chairperson

Wendy Thomson,
Acting Chief Administrative Officer

From: "Tawney Lem" <tawney@westcoastaquatic.ca>
To: "tonben1@telus.net" <tonben1@telus.net>
Sent: Sunday, June 18, 2017 3:26:04 PM
Subject: PST Mitigation and Area G Proposal

Hello Tony,

I have been working with Dan, Doug and Kathy to put together an Area G proposal re: the PST Mitigation Fund. The attached proposal was developed after Area G met in Nanaimo at the end of March. There is also a short, graphic document to quickly communicate the issue and impact.

Dan is in Ottawa right now and has been talking with folks and trying to make in roads on this issue. He is trying to secure a meeting with the Minister before July 5th. If he is successful a small delegation would be needed to attend with him. We need to demonstrate that there is broad community support for the proposal since this issue affects not just the fishers but the economic stability of the region. We can talk further about a small delegation (e.g. Regional District, FN, Area G) but the first and immediate step is to secure letters of support for the attached proposal.

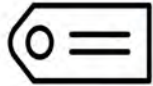
Can you please work this through the ACRD channels to get a letter ASAP? Whatever assistance you need, please let me know. I will also be putting out enquiries to the Governance Board, First Nations, Gord Johns, and Scott Fraser.

I'm in Campbell River tomorrow for the NTC Directors meeting (re: the Coastal Restoration Fund), but can talk before 10 or via headset while I'm on the road. I'll try to reach you in the morning.

Tawney

Tawney Lem
Executive Director, West Coast Aquatic Management Association
250-724-3600 ext. 4
www.westcoastaquatic.ca

Impact of the Pacific Salmon Treaty on the Area G Troll



About the Program:

30% reduction in Chinook to address conservation concerns
 \$28.5M for a Licence Retirement Program
 8+ years later, ~\$17M unspent

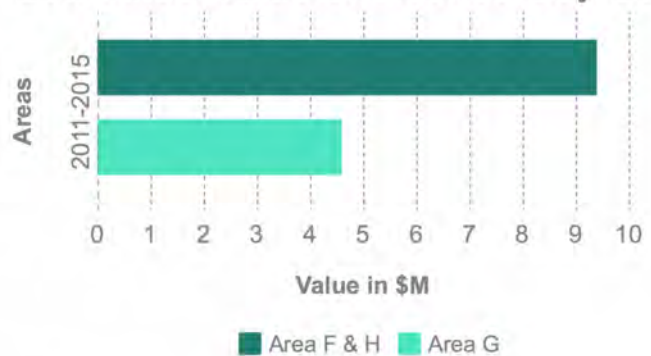
Intent:

Mitigate the impact of the 30% reduction by:
 - Licence buy back
 - Increased viability of remaining fishers



Reality:

Estimated Value of Licence Buy Backs

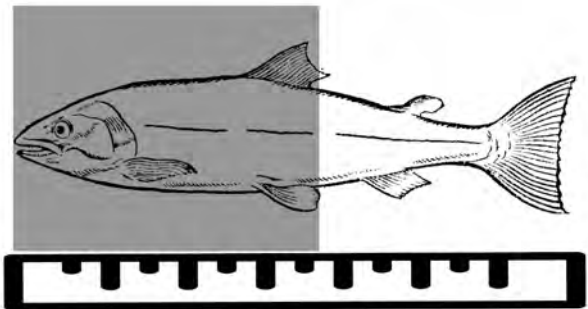


1.

Full 30% catch reduction from Area G.
 Areas F and H 'mitigated' without impact. More mitigation to Areas F and H to date than to Area G.

2.

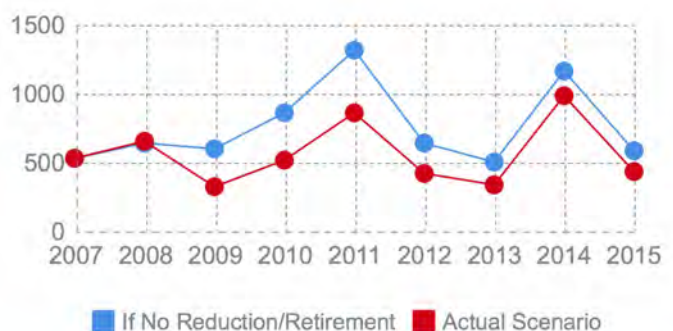
Full 30% reduction from commercial allocation (no reduction to First Nations or Sport), therefore amounting to a 55% average reduction to the Troll TAC.
 Low of 48% reduction in 2013
 High of 62% reduction in 2011



3.

After licence retirements, the increased catch/licence has not mitigated against the total catch lost as a result of the reduction.
 The loss per year has ranged from 15% - 45%

Impacts to Area G Catch/Licence



Impact on the WCVI Community



Impacts to one segment of an industry have a ripple effect throughout a community and region.

Lost value is money not being spent in local businesses, and on local infrastructure, housing, recreation etc.

Using 2011 as a sample average when the price/Southern Chinook was \$42.81

2009 - 2015 Without Reduction	1,469,799 Chinook	\$62.9M
2009 - 2015 With Reduction	1,028,577 Chinook	\$44.0M



Approx.
Lost Value

"Mitigation" in this same period has included:

$$\begin{aligned}
 & 42 \text{ licences} \times \text{Avg. } \$110\text{k} = \$4.62\text{M} \\
 + & \\
 & \text{Economic Capacity Funding} = \$0.5\text{M}
 \end{aligned}$$

The gap between lost value and mitigation is approximately \$13.78M

Impact on Area G Fishers



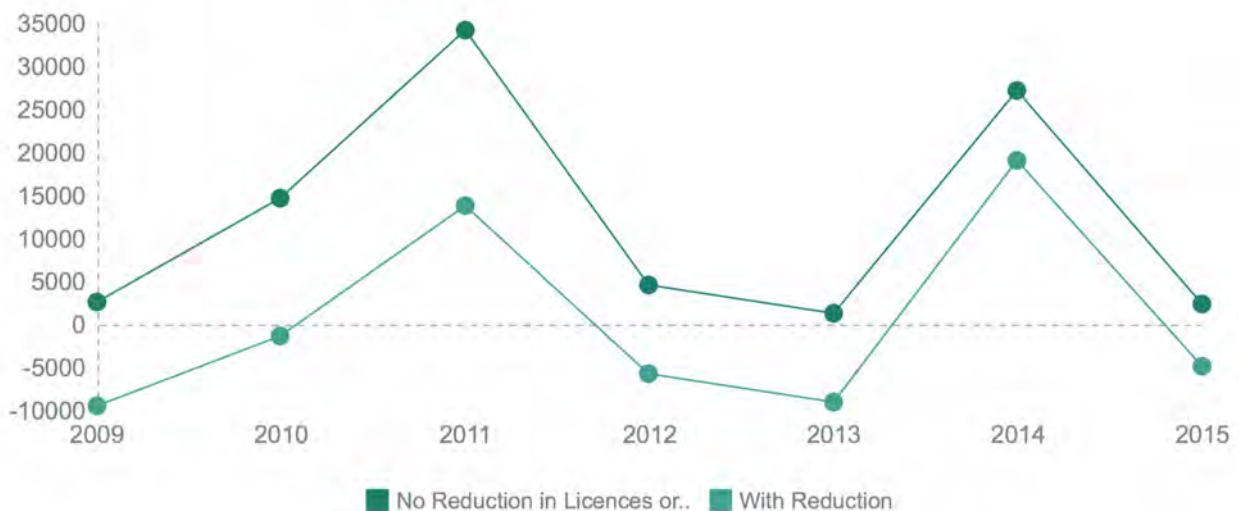
Doug Kimoto has been fishing since 1963, when he started as a deckhand on his father's boat.

Fishers just like him have paid the entire price of the Pacific Salmon Treaty.

Troll vessel expenses have stayed fairly constant for the past number of years. Using the Nelson Financial Profile in 2011 as a sample reference year, fishery specific expenses + deckhand shares + vessel fixed expenses totalled a fleet average of \$23,231 per single licenced vessel. The graph below calculates:

$$\left[\frac{\text{Pre-season TAC} \times \text{Chinook price } (\$42.81)}{\text{\# of Licences}} \right] - \$23,231 \text{ avg. costs}$$

How have earnings (after expenses) changed with the PST?



In 5 of 7 years, the PST meant a loss vs. a profit.

And in the 2 profit years (2011 & 2014) it meant a 30-60% profit reduction.

Area G PST Mitigation Fund Proposal

June 5, 2017

Our experience. Our communities. Keep the small boat fishing industry alive.

Background

The Pacific Salmon Treaty Renewal that came into effect on January 1, 2009 included a 30% reduction in WCVI AABM harvest. Chapter 3 of the Treaty included a provision for \$30 million (US), which could be “used by Canada for a fishery mitigation program designed, among other purposes, to reduce effort in its commercial salmon troll fishery.”

In 2009 the Federal Government cited that impacts from the Treaty *could* potentially extend to Area F, G and H, so the mitigation program was open to all three Areas. However, Area G anticipated that it would be the only Area actually impacted by the 30% reduction. Data gathered over the past eight years has demonstrated this as fact: the full reduction came from the commercial allocation (with no impact to sport and First Nations’ quotas), and of that reduction, the full amount came from Area G (with no impact to Areas F and H).

Further, since 2011 thirteen rounds of retirement have been completed, resulting in 19% of the original troll fleet (104 of 538 licences) being retired across Areas F, G, and H. Notably, 86 of the licences (83%) were retired from Areas F and H. Therefore, most of the mitigation funds spent to date have benefited the Areas that were not impacted by the Treaty.

In 2012 – 2014 alone, the difference in Area G landed value due to the 30% reduction amounted to a loss of \$15.7M (See Appendix A). This has created significant hardship to fishers and has had an associated negative impact on small communities and local businesses in the region. These impacts have gone unacknowledged and unaddressed by the Canadian Government.

In the 2015 *Review of the PST Licence Retirement Program*, Nelson Bros. calculated that “assuming an average licence retirement value of \$110,000 (estimate), then \$11.4 million would have been spent to date, leaving a balance of \$17.1 million in the fund.” One suggestion in review was that “DFO could develop, in conjunction with troll fleet interests, a strategy for utilizing the balance of the fund; for instance, is the vision to continue with retirement rounds as in the past, regardless of low level of uptake, over the indefinite future? Or, at some point, will the fund be returned or re-profiled for other purposes?”

Area G supports the suggestion to re-profile the fund as outlined in this proposal.

Foundational Principles and Guiding Objectives

Ultimately, Area G fishers are seeking economic viability (through sustainable resource use) for their families and communities. This is consistent with:

1. The *International Covenant on Economic, Social and Cultural Rights*, to which Canada is a State Party. Article 6 recognizes the “right to work, which includes the right of everyone to the opportunity to gain his living by work which he freely chooses or accepts”, and “steps to be taken by a State Party...to achieve the full realization of this right shall include...policies and

techniques to achieve steady economic, social and cultural development and full and productive employment...”.

2. Objectives in a 2009 West Coast Aquatic PST report:

- The viability of directly affected commercial fishing fleets will be maintained or improved in the short and long-term.
- Nuuchahnulth will have opportunities to improve access and economic aspirations in the Area G / WCVI area commercial Chinook salmon fishery and support industries.
- Young people will have opportunities to get involved in the Area G / WCVI area commercial Chinook salmon fishery and support industries.

Further, the West Coast Aquatic terms of reference, which was ratified by the Federal Government, included the principle of internal and external costs and benefits (including social, ecological, and economic) being appropriately considered when making decisions related to aquatic resources. However, as noted by Lipsett Marine Consulting in their 2009 report, “there appears to have been *no socio-economic study of the impacts on these communities* during the negotiations to determine the possible effects or to assist communities and fishermen to transit this rebuilding period and retain the infrastructure necessary for future economic access to fisheries.

As outlined in the Background above, Area G fishers maintain the view that the 30% reduction directly impacted their ability to be viable in the industry. While DFO stated they would direct the mitigation fund at primary (fishing) impacts on the affected fleets, there was the expectation that other government departments would be approached to address broader impacts. This has never happened.

Area G has prepared this proposal as a means of demonstrating how these principles and objectives of economic rights and viability can be upheld.

Proposal to Re-Profile the PST Mitigation Fund

1. Direct Compensation to Affected Fishers

“The quantifiable and immediate reductions (due to the PST annex) to the West Coast Vancouver Island Chinook fishery will primarily fall on licensed Area G trollers...(and) it is imperative that compensation measures proceed immediately for the most affected parties.”

Lipsett Marine Consulting, 2009

The de facto reduction in Area G TAC (2009 – 2015) was 50% (see Appendix B: Pre-Season TAC Distribution), and no other fish was made available to fishers (even in big sockeye years such as 2010). Direct compensation is required to help offset the economic hardship created by the reduction, and to help fishers retool their vessels to fish other species thus keeping a coastal industry alive.

A simple application process will be used to assess eligibility, calculate losses per vessel, and distribute funds that:

- a. Uses boat days as the means for fishers to demonstrate impacts, grouping them into four categories: no boat days, low, medium, and high.
- b. Uses log books as the primary information source to validate boat days.
- c. Factor in, and scales back the calculation for fishers who retired their licences.

Total: \$13M

2. Improve the Licence Retirement Program

Area G's interest is to maintain a WCVI small boat fleet and the associated infrastructure into the future. Therefore, instead of seeing licences destroyed, a licence bank is proposed. The ability for the licence bank to also buy back vessels at fair market value should be explored. Better vessels are needed or else difficulty will arise in finding a vessel on which to place the licence.

Licences from Areas F and H could also be purchased for the licence bank. By encouraging the stacking of licences with those from Area G, greater viability can be realized.

Total: \$2M

3. Support the Entrance of Younger Fishers to the Industry

Also in line with the interest to maintain a WCVI small boat fleet, assistance is required to support the entrance of younger fishers to the industry. Funds will be set aside to help fishers with low interest loans that can serve as the down payment needed to secure conventional loans. Measures will be implemented to protect the fund from defaults so the fund is available in perpetuity.

Total: \$1M

4. Create a Co-operative Management Structure

Currently the Mitigation Fund is sitting in a non-interest bearing account. In order to manage the fund in an effective way, it is proposed that the balance of the fund be transferred to a neutral, existing, credible organization with charitable status. A co-operative governance structure similar to that of the Pacific Coast Fishermen's Mutual Marine Insurance Company could be utilized. A board of directors with Area G and other community-based representation would:

- Develop a detailed, cooperative plan for use of the fund, based on the components outlined above.
- Oversee implementation and administration of the compensation, licence bank, and fisher support programs.
- Address issue resolution as needed.

Total: \$1M (used over 10+ years, with the goal of the structure becoming self-sustaining)

Appendices

Appendix A: Landed Value Difference in Area G TAC 2012 - 2014

	Without 30% reduction	With Impacts of 30% Reduction	\$ Impact to Area G and region in 3 years period
2012	\$12,300,000	\$6,575,000	\$5,725,000
2013	\$ 6,500,000	\$2,515,000	\$3,985,000
2014	\$13,000,000	\$7,025,000	\$5,975,000
Loss for the last 3 years			\$15,685,000

Appendix B: Pre-Season TAC Distribution Showing % Reduction (Final Column)

Year	Pre Season TAC	Pre Season FSC/Domestic	Recreational Expected Catch	T'aaq-wiihak	Area G	Taaq without reduction	Area G without reduction	% Reduction
2000	115,000	5,000	35,000		75,000			
2001	141,200	5,000	45,000		91,200			
2002	203,200	5,000	40,000		158,200			
2003	181,825	5,000	40,000		136,825			
2004	192,521	5,000	30,000		157,521			
2005	188,000	5,000	40,000		143,000			
2006	160,400	5,000	50,000		105,400			
2007	143,300	5,000	50,000		88,300			
2008	162,600	5,000	50,000		107,600			
2009	107,800	5,000	50,000		52,800		99,017	53%
2010	143,700	5,000	55,000		83,700		145,356	58%
2011	196,800	5,000	55,000		136,800		221,142	62%
2012	133,300	9,248	60,000	7,654	56,398	14,475	106,659	53%
2013	115,300	8,927	60,000	5,300	41,073	10,947	84,838	48%
2014	205,400	10,531	60,000	17,263	117,606	28,522	194,312	61%
2015	127,278	9,141	60,000	7,267	50,870	14,085	98,599	52%
Pre 2009:	165,338	5,000	42,222		118,116			
2009 to 2015:	147,083	7,550	57,143	9,371	77,035			



**c/o 9346 Bomber Base Road
Port Alberni, BC
V9Y 8Z3**

June 12, 2017

ACRD Board of Director's
3008 5th Ave
Port Alberni, B.C.
V9Y 2E3

Re: Noise By-Laws on Sproat Lake

I am writing on behalf of the Alberni Valley Regatta Association. Since the revitalization of the Sproat Lake Regatta, we have held 3 successful events and are now in final planning for the 4th Annual Regatta on July 14, 15, and 16th at the Sproat Lake Provincial Park. We appreciate the support we continue to receive from our Community partners and the ACRD.

Due to the engine noise created by some of the Race boats, we are again requesting a Noise by-law exemption for July 14, 15, and 16 from 9:00 am to 5:00 pm. July 14 is the setup date and some testing of the starting system may be needed. The race event is July 15 and 16. In an effort to keep our neighbours informed, we will again be placing posters on the area group mailboxes prior to the race dates.

Thank you for your attention to this matter.

Yours sincerely,

Robin Mearns,
Secretary,
Alberni Valley Regatta Association





DISTRICT OF TOFINO – OFFICE OF THE MAYOR

P.O. Box 9, 121 3rd Street, Tofino, B.C. V0R 2Z0

Telephone: 250.725.3229 | Fax: 250.725.3775 | Email: osborne@tofino.ca | Website: www.tofino.ca

June 14, 2017

Gord Johns, MP
House of Commons
Ottawa, ON K1A 0A1

LGMA # 0530-01

Dear Mr. Johns;

Re: Federal Gas Tax Strategic Priorities Fund Applications to complete the Pacific Traverse Trail

I am very pleased to inform you that the District of Tofino and the Alberni-Clayoquot Regional District have submitted applications to the Federal Gas Tax “Strategic Priorities Fund (SPF)” that, if fully funded, will enable us to complete a 40 km walking and bicycling trail between the communities of Tofino, Tla-o-qui-aht First Nation, and Ucluelet. This will be a truly world-class recreational and transportation asset, one that has long been a vision of communities on the West Coast of Vancouver Island.

As you know, as part of Budget 2016 the federal government announced it would invest \$17.7 million to build a new biking and walking trail in Pacific Rim National Park Reserve (PRNPR) in British Columbia. Local communities responded with enthusiasm for this significant investment into tourism, ‘green’ economic development, and transportation – but we quickly identified that the trail in the national park would fall ~3.5 km short of truly connecting the 40 km distance between Tofino and Ucluelet.

As local governments, we have undertaken the preliminary engineering and design work for the two “gaps” (at each of the north and south ends of the PRNPR trail) to connect our communities, and the District of Tofino successfully applied for \$1,000,000 from the Province of British Columbia through their Bike BC program. The District of Tofino has now submitted a request to the Strategic Priorities Fund for \$2,276,726 to complete the northern gap, and the Alberni Clayoquot Regional District has submitted a request for \$1,133,173 to complete the southern gap.

We are very excited at the prospect of partnering with the governments of British Columbia and Canada to complete this world-class recreational and transportation asset, and we are grateful for the support you have shown us in raising the profile of the project and our need to relevant Ministers and department staffs. We continue to be grateful for any support you can provide us in this next stage of funding.

Sincerely,

Josie Osborne
Mayor

Office of the Mayor

Copy: Alberni-Clayoquot Regional District

2017/2018 FNHA SUMMARY SERVICE PLAN

An Operational Plan for the Fiscal Year 2017/2018



First Nations Health Authority
Health through wellness



First Nations Health Authority
Health through wellness

OUR BRAND

The First Nations Health Authority brand is based on the thunderbird, a traditional symbol of transformation and healing. The crescent around the thunderbird represents our environment, families, communities and the context in which our health is determined. The thunderbird's wings reach beyond this crescent, working within our context, but looking to break new ground in First Nations health. The thunderbird is shown looking up to signify a healthy future.

THE DESIGN WAS CREATED BY ANDREW (ENPAAUK) DEXEL, A NLAKA'PAMUX ARTIST WELL KNOWN FOR HIS PRINTS AND PAINTINGS.

2017/2018 FNHA SUMMARY SERVICE PLAN

An Operational Plan for the Fiscal Year 2017/2018





First Nations Health Authority
Health through wellness

2017/2018 FNHA SUMMARY SERVICE PLAN: An Operational Plan for the Fiscal Year 2017/2018
©2017 First Nations Health Authority.

Contact the FNHA at:
501-100 Park Royal South
Coast Salish Territory (West Vancouver, BC)
V7T 1A2

Phone: 604.693.6500 | Email: info@fnha.ca

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EXECUTIVE SUMMARY



We are pleased to share our First Nations Health Authority (FNHA) Summary Service Plan for 2017/2018, which articulates a specific set of key priorities for the year, building from our ongoing long-term goals, outcome statements, objectives and strategies. This plan marks our second year into our five-year health plan. The development and implementation of our Summary Service Plan has been, and will be, guided by our Vision, Seven Directives, Shared Values and the First Nations Perspective on Health and Wellness - supporting the FNHA to be grounded in First Nations knowledge and teachings, and aligning our work with the consensus leadership expressed by our communities.

The work of the organization has focused on advancing the health and wellness philosophy of the organization; strengthening services and operations; stabilizing and evolving the organization, including aligning functions associated with service delivery, operations and medical expertise, and aligning with the five regions; and nurturing partnerships with First Nations, government and health system partners.

Into the next year, the FNHA is continuing to take steps to ensure that First Nations receive culturally safe and quality care. As we continue to pursue excellence, important milestones will include implementing an FNHA Quality Agenda and establishing an FNHA Evaluation Framework.

This work continues through the next stage of the journey as the FNHA pursues four key goals designed to continue to advance our journey toward our Shared Vision:

- Enhance First Nations health governance;
- Champion the BC First Nations Perspective on Health and Wellness;
- Advance excellence in programs and services; and
- Operate as an efficient, effective and excellent First Nations health organization.

“THE FIRST NATIONS HEALTH AUTHORITY SUPPORTS BC FIRST NATIONS INDIVIDUALS, FAMILIES AND COMMUNITIES TO ACHIEVE AND ENJOY THE HIGHEST LEVEL OF HEALTH AND WELLNESS BY: WORKING WITH THEM ON THEIR HEALTH AND WELLNESS JOURNEYS; HONOURING TRADITIONS AND CULTURES; AND CHAMPIONING FIRST NATIONS HEALTH AND WELLNESS WITHIN THE FIRST NATIONS HEALTH AUTHORITY ORGANIZATION AND WITH ALL OF OUR PARTNERS.” – **FNHA MISSION**

Our goals are deliberately sequenced to focus:

- First, on the importance of First Nations' engagement and decision-making in relation to their health and wellness, as part of the new health governance partnership;
- Second, on championing the concept and philosophy of health and wellness throughout the health system and partnering with individuals, families and communities on their health and wellness journeys;
- Third, on innovation and transformation of the delivery of programs and services that address and focus on health and wellness; and
- Fourth, on developing the FNHA into a First Nations health and wellness organization that BC First Nations are proud to call their own, and which will work to serve BC First Nations peoples and advocate for their health and wellness interests with the broader health system.



“HEALTHY, SELF-DETERMINING AND
VIBRANT BC FIRST NATIONS CHILDREN,
FAMILIES AND COMMUNITIES.”

SHARED VISION
OF THE FNHA, FIRST NATIONS HEALTH COUNCIL
(FNHC) AND FIRST NATIONS HEALTH DIRECTORS
ASSOCIATION (FNHDA)

Our **GOALS** are a statement of a strategic-level aspiration of the FNHA for the next five years. Each goal is coupled with an **OUTCOME STATEMENT** that describes the desired changed state resulting from our course of action over the next five years.

The **OBJECTIVES** describe how each goal will be achieved. They are the bridge between where we are now and where we want to be.

STRATEGIES and **ANNUAL KEY PRIORITIES** are identified for our objectives. Strategies describe the specific mechanisms and processes by which each objective will be achieved. Similarly our annual key priorities describe particular core areas of focus for the coming fiscal year.

PERFORMANCE MEASURES are quantitative and qualitative measures used to signal organizational progress toward our goals over the next five years.

HEALTH PERFORMANCE STANDARDS measure progress against the operational mandatory areas that the FNHA is tracking. Clear performance measures and standards with annual targets allow us to meaningfully assess our work and make changes, where needed, to reach our goals. The FNHA performance measurement approach is aligned with and contributes to a much broader evaluation agenda, which will assess progress of the tripartite partners toward the commitments we have collectively made in the health plans and agreements.

THE STORY BEHIND OUR PLAN

Since time immemorial, healthy, self-determining and vibrant First Nations individuals, families and communities thrived throughout what is now known as British Columbia. A common thread across these diverse First Nations cultures was, and is, a holistic perspective on health and wellness reflective of the interconnectedness of the mental, physical, emotional and spiritual facets of life. The well-being of First Nations peoples was forcibly interrupted through government colonial measures designed to “get rid of the Indian problem,” including through disrupting First Nations’ personal and collective self-determination, dispossessing First Nations from the environments that enabled them to flourish, and severing cultural and familial connections that supported First Nations’ mental, emotional, physical and spiritual security.

First Nations leadership, over many years, fought to change this narrative through direct action, court cases and negotiations that strove for the acknowledgment of their land title and rights, and led to the implementation of a new relationship with federal and provincial governments, and society as a whole. Through these efforts, opportunities were created specifically to address the health and wellness of First Nations in BC. A series of plans and agreements from 2006 to today reflect a broad First Nations health and wellness agenda supported by a strong governance partnership between First Nations and federal and provincial governments. These plans and agreements were developed through the consensus leadership of BC First Nations, exercising their authorities collectively to establish a health governance structure and standards, and to mandate that governance structure to strategically advance BC First Nations health and wellness philosophies, interests and priorities.

THE FNHC, FNHDA AND FNHA
CONDUCT THEIR EFFORTS WITH ONE
ANOTHER IN ACCORDANCE WITH THE
SHARED VALUES:

RESPECT

DISCIPLINE

RELATIONSHIPS

CULTURE

EXCELLENCE

FAIRNESS



SHARED PRINCIPLES GUIDE THE TRIPARTITE WORK AMONG THE FNHC, FNHDA, FNHA AND FEDERAL AND PROVINCIAL PARTNERS:

The FNHA is a first-of-its-kind First Nations organization created by and for BC First Nations. The approaches of the FNHA flow from the First Nations Perspective on Health and Wellness – an approach that defines the FNHA as a wellness organization that is different from other mainstream health authorities and organizations that are acute-care focused. The FNHA is one component of this health governance structure established by BC First Nations. Informed through regional processes, the FNHA works alongside the FNHC and FNHDA to achieve *our Shared Vision of reclaiming “Healthy, Self-Determining and Vibrant BC First Nations Children, Families and Communities,”* and

to pursue strong health partnerships and integration with federal and provincial governments. Honouring the governance processes and standards that have led to the creation of this organization, the FNHA advances health system transformation and undertakes program and service delivery in a manner aligned with First Nations philosophies, perspectives and ways of being. In accordance with our Values and Directives, we pursue excellence in the delivery of our mandate, striving for efficiency and effectiveness to maximize value for those we serve.

THE WORK OF THE FNHA
AND ITS PARTNERS IS
GUIDED BY THE SEVEN
DIRECTIVES PROVIDED BY
BC FIRST NATIONS CHIEFS
AND LEADERS:

1

COMMUNITY-DRIVEN,
NATION-BASED

2

INCREASE FIRST NATIONS
DECISION-MAKING
AND CONTROL

3

IMPROVE SERVICES

Our goals reflect our ongoing journey in the pursuit of excellence. Our goals draw upon our past, solidifying and building upon the elements of our success to date; reflect upon our culture and uniqueness and what this has to offer for those we serve and the broader health system; and signal our ongoing commitment to pursue excellence in programs and services and the operations that support their delivery.

THE 2015 TRUTH AND RECONCILIATION COMMISSION (TRC) OF CANADA FINAL REPORT INCLUDES 94 RECOMMENDED CALLS TO ACTION TO BE TAKEN BY CANADA IN ADVANCING RECONCILIATION. SEVERAL OF THESE CALLS TO ACTION ARE HEALTH AND WELLNESS RELATED AND CREATE AN OPPORTUNITY FOR THE FNHA TO CONTRIBUTE TO THE NATIONAL PROCESS OF RECONCILIATION THROUGH ADVANCING OUR PARTNERSHIPS AND INITIATIVES.

4

FOSTER MEANINGFUL
COLLABORATION
AND PARTNERSHIP

5

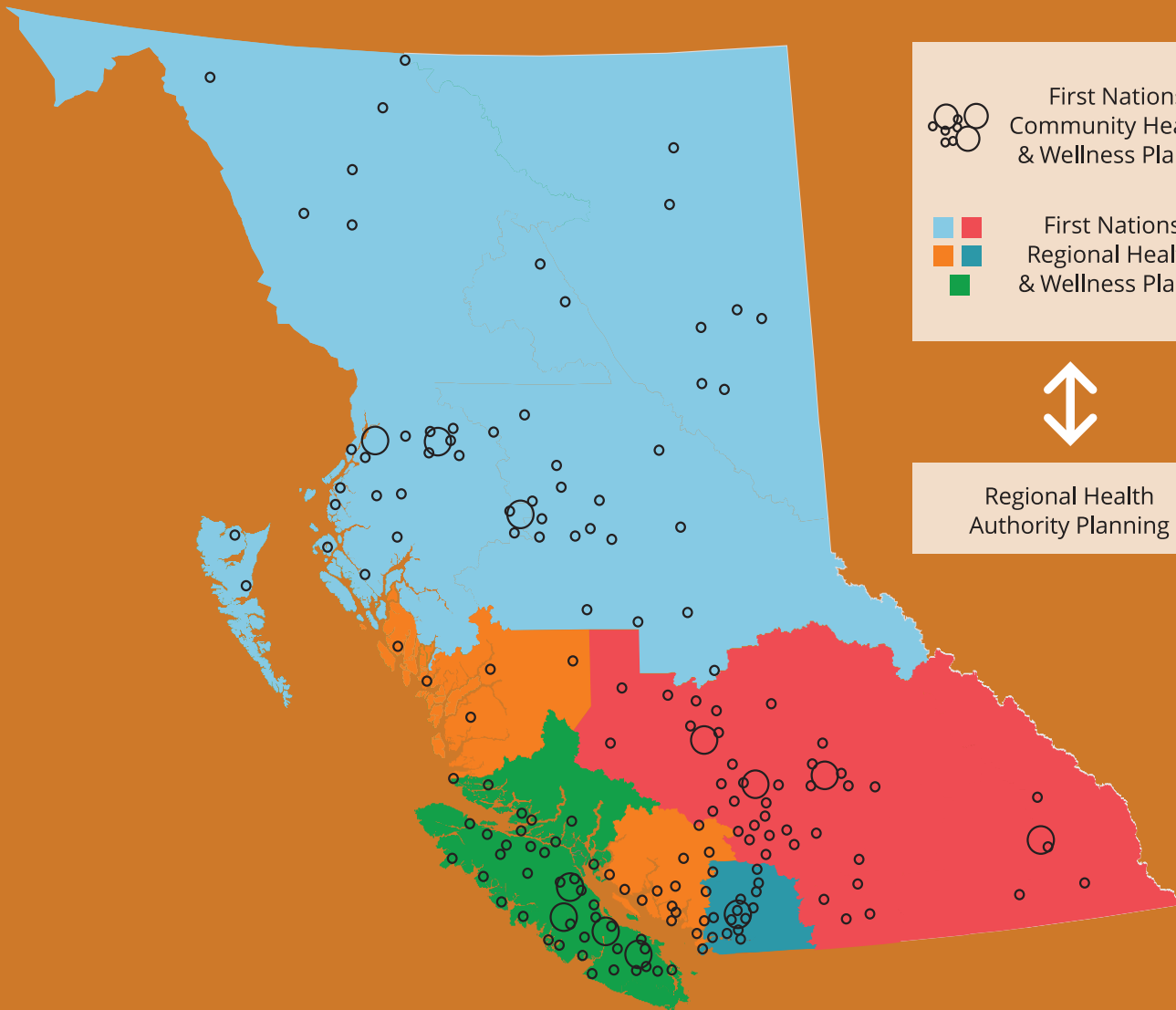
DEVELOP HUMAN
AND ECONOMIC
CAPACITY

6

BE WITHOUT
PREJUDICE TO FIRST
NATIONS INTERESTS

7

FUNCTION AT A
HIGH OPERATIONAL
STANDARD



FNHA PLANNING APPROACH

The FNHA is utilizing a from-the-ground-up planning approach to ensure that the priorities, goals and perspectives expressed by BC First Nations guide the plans and investments made regionally and provincially. This planning approach ensures that activities at all levels support one another and are complementary to and consistent with the 7 Directives, Operating Principles and other guiding elements. The intent is to create a more integrated health system based on logical, transparent and synchronized planning with clearly defined service standards at each level.

The diagram on the facing page depicts the planning approach within the new First Nations health governance structure. Community Health and Wellness Plans will inform Regional Health and Wellness Plans, which in turn inform the FNHA's and other entities' plans.



THE FNHA BOARD OF DIRECTORS PROVIDES LEADERSHIP AND OVERSIGHT FOR THE ACTIVITIES OF THE FNHA.

THE BOARD AS A WHOLE COMBINES YEARS OF EXPERIENCE IN FIRST NATIONS HEALTH, COMMUNITY DEVELOPMENT, FINANCIAL MANAGEMENT AND POLITICAL EXPERTISE AT ALL LEVELS OF GOVERNMENT.

FNHA STRUCTURE

The Board of Directors includes members nominated by First Nations in our five regions as well as members at large. The Board continues to collectively work and make decisions for the benefit of all BC First Nations, regardless of residence. At the same time, the structure makes space for regional and other relevant experiences and perspectives. The appointments to the FNHA Board of Directors are made by the members of the FNHA.

Board members include: Lydia Hwitsum (Chair), Jason Calla (Secretary Treasurer), Marion Colleen Erickson (Vice Chairperson), Helen Joe, Dr. Elizabeth Whynot, Jim Morrison, Norman Thompson, David Goldsmith and Graham Whitmarsh.

OUR PLAN FOR 2017/2018

This Summary Service Plan marks a new chapter for the FNHA – one in which we articulate a set of five-year goals, outcome statements, objectives and a set of specific strategies and priorities for 2017/2018.

1. Enhance First Nations health governance;
2. Champion the BC First Nations Perspective on Health and Wellness;
3. Advance excellence in programs and services; and
4. Operate as an efficient, effective and excellent First Nations health organization.

1

2

3

4

GOAL 1

ENHANCE FIRST NATIONS HEALTH GOVERNANCE



GOAL 2

CHAMPION THE BC FIRST NATIONS
PERSPECTIVE ON HEALTH AND WELLNESS



GOAL 3

ADVANCE EXCELLENCE IN PROGRAMS AND SERVICES



GOAL 4

OPERATE AS AN EFFICIENT, EFFECTIVE AND
EXCELLENT FIRST NATIONS HEALTH ORGANIZATION





GOAL 1

ENHANCE FIRST NATIONS HEALTH GOVERNANCE

THE FIRST NATIONS HEALTH GOVERNANCE STRUCTURE WAS BUILT BY AND FOR FIRST NATIONS TO BRING DECISION-MAKING CLOSER TO HOME AND INTO OUR HANDS.

Self-determination is a key determinant of health, and the FNHA remains committed to supporting sustainable and effective processes that enable First Nations to make their own decisions about their health and well-being. The principle of reciprocal accountability acknowledges that BC First Nations collectively own our parts of the First Nations health governance structure and are therefore together responsible for resolving concerns and issues, making key decisions and celebrating our successes. In assuming collective responsibility, we have created a health ecosystem in which we are all connected and where our decisions and actions impact one another, and at multiple levels. Within this health ecosystem, the FNHA will provide capacity and other supports that enable decision-making at appropriate local, regional and provincial levels, and engage with First Nations to inform our decision-making.

In the spirit of reciprocal accountability – meaning that the partners “will work together at all levels in a collaborative manner to achieve our shared goals, living up to our individual and collective commitments” – we will work to further evolve and develop our governance partnerships with federal and provincial partners at multiple levels. We will represent our interests and priorities as First Nations throughout the health system and work as governance partners to develop and implement strong shared agendas and processes resulting in measurable progress. The governance partnerships among BC First Nations, and between First Nations and federal and provincial governments, will provide leadership to and enable the health systems transformation envisioned in the tripartite health plans and agreements.

GOAL 1. ENHANCE FIRST NATIONS HEALTH GOVERNANCE

OUTCOME: Sustainable and accountable governance structures leading change.



OBJECTIVES	STRATEGIES	ANNUAL KEY PRIORITIES
<p>1.1 Strengthen regional decision-making approaches.</p>	<p>1.1.1 Enhance capacity on a regional basis to advance regional priorities and processes.</p> <p>1.1.2 Work with the FNHC and FNHDA to engage BC First Nations in a manner that is equitable, efficient and cost-effective.</p> <p>1.1.3 Support the implementation of regional partnership accords.</p>	<ul style="list-style-type: none"> • Implement an Engagement Plan considering community, sub-regional and regional engagement levels.
<p>1.2 Collaborate with the FNHC and the FNHDA to achieve our Shared Vision.</p>	<p>1.2.1 Uphold commitments to our First Nations health governance partners.</p> <p>1.2.2 Provide effective and appropriate secretariat supports for the FNHC and FNHDA.</p> <p>1.2.3 Represent the FNHA perspectives on social determinants of health with federal and provincial departments.</p>	
<p>1.3 Partner with federal and provincial governments to implement the tripartite health plan and agreements.</p>	<p>1.3.1 Establish effective bilateral working partnerships and processes with federal and provincial governments.</p> <p>1.3.2 Actively and effectively participate in tripartite health governance structures and processes.</p> <p>1.3.3 Engage other government departments, federal and provincial associations and other service providers and agencies in health plan implementation.</p>	<ul style="list-style-type: none"> • Work with regional health authorities and First Nations to identify priorities for those living away from home. • Advance the Truth and Reconciliation Commission Calls to Action that are health and wellness related through FNHA initiatives and partnerships.

HOW WILL WE MEASURE OUR PROGRESS?

The principle of reciprocal accountability is fundamental to the First Nations health governance structure and the health partnership, meaning that the parties *“will work together collaboratively and be accountable to one another at all levels to achieve our shared goals, living up to our individual and collective commitments.”*

The effectiveness of the First Nations health governance structure is dependent on each member upholding their commitments. This measure is intended to track FNHA contributions to the health governance structure. Implementation of the health plans and agreements is largely achieved through effective governance. FNHA will measure our strategic impact from our governance relationships and remain focused on ensuring the quality and relevance of our partnership work. Throughout the year we will track:

- ❑ **FIRST NATIONS HEALTH GOVERNANCE EFFECTIVENESS** by measuring: % engagement impact and % planned FNHC/FNHDA/FNHA partnership activities on target; and
- ❑ **GOVERNANCE PARTNERSHIP EFFECTIVENESS** by measuring: % planned tripartite and bilateral partnership activities completed and % planned tripartite and bilateral partnership initiatives on target.



GOAL 2

CHAMPION THE BC FIRST NATIONS PERSPECTIVE ON HEALTH AND WELLNESS

THROUGH THE PROCESS OF CREATING THE FNHA, BC FIRST NATIONS HAVE COME TOGETHER TO RESTORE THEIR SHARED PERSPECTIVE ON HEALTH AND WELLNESS, ENCOURAGE POSITIVE AND WELLNESS-BASED CULTURAL APPROACHES AND PRACTICES, AND SHARE THESE WITH THE BROADER HEALTH SYSTEM IN BC AND BEYOND.

The BC First Nations Perspective on Health and Wellness articulates a holistic view of well-being in which the health and wellness journeys of individual human beings are owned by those self-determining individuals. Importantly, it also reflects the values of First Nations people by representing the four dimensions of wellness – physical, mental, emotional and spiritual health – and acknowledges that we are influenced by external factors such as our families and communities, our environments and the social determinants of health. As an organization, we breathe life into this Perspective in three key ways – as a champion, partner and through “living it.”

We champion this Perspective among our communities and across the health system as a whole. Providers and health care systems need to understand how First Nations see their own health and wellness in order to provide appropriate care to First Nations. By embedding this philosophy throughout the health system and supporting the integration of traditional knowledge and

approaches within mainstream health care, there will be improved cultural safety and humility across the health system and a repositioning of the current sickness-treatment system into one that supports wellness.

We partner with communities and individuals on their health and wellness journeys, recognizing that individuals and families are the active decision-makers in their own well-being. It is our role to provide support for these journeys through providing expertise, resources and initiatives. This includes broader areas of support and investment, such as traditional and alternative medicine and healing; recreation and physical activity; and cultural and spiritual teaching and practice.

As an organization, we are committed to “living it” by serving as healthy and well individuals. We support and make time for our individual health and wellness journeys and treat one another with kindness.

GOAL 2. CHAMPION THE BC FIRST NATIONS PERSPECTIVE ON HEALTH AND WELLNESS

OUTCOME: Culturally safe and supported health and wellness journeys.



OBJECTIVES	STRATEGIES	ANNUAL KEY PRIORITIES
<p>2.1 Work with partners to transform from a sickness system to a wellness system by championing the First Nations Perspective on Health and Wellness.</p>	<p>2.1.1 Embed the BC First Nations Perspective on Health and Wellness in various strategies and initiatives across the health system, including the wellness, mental wellness, heart health and cancer strategies.</p> <p>2.1.2 Promote cultural safety and humility throughout the health system.</p> <p>2.1.3 Align research, data, measurement and evaluation with the BC First Nations Perspective on Health and Wellness, including wellness indicators development within the FNHA and tripartite contexts.</p>	<ul style="list-style-type: none"> • Develop an Indigenous Cancer Strategy. • Implement FNHA Declaration on Cultural Safety and Humility commitments and support culturally safe opportunities for storytelling.
<p>2.2 Partner with First Nations individuals, families and communities in their health and wellness journeys.</p>	<p>2.2.1 Foster a health through wellness movement amongst BC First Nations by supporting initiatives, resources and tools aligned with the BC First Nations Perspective on Health and Wellness, including leadership challenges, day of wellness events across the province, and traditional and alternative medicine.</p> <p>2.2.2 Share health and wellness stories and profile wellness champions.</p> <p>2.2.3 Support lateral kindness initiatives.</p>	<ul style="list-style-type: none"> • Develop Wellness Guiding Framework, implement health literacy campaigns and provide tools and resources to support First Nations individuals, families and communities in their health and wellness journeys.

HOW WILL WE MEASURE OUR PROGRESS?

As a partner to communities and individuals, we support the self-determination of individuals, families and communities on their health and wellness journeys, supporting them to make good choices and navigate the system. FNHA campaigns, partnerships and initiatives positively impact individual, family and community wellness journeys through health literacy and cultural safety of the health system. In order to assess our progress, we will track:

- **IMPACT AS A HEALTH AND WELLNESS PARTNER by measuring: wellness movement impact, Cultural Safety and Cultural Humility initiatives impact and # requests to use FNHA materials in other agency plans/materials.**



GOAL 3

ADVANCE EXCELLENCE IN PROGRAMS AND SERVICES

THE PRIMARY MANDATE OF THE FNHA IS TO DESIGN, DELIVER, MANAGE AND FUND HEALTH AND WELLNESS PROGRAMS AND SERVICES FOR BC FIRST NATIONS. THE FNHA IS COMMITTED TO CONTINUOUS IMPROVEMENT FOR EXCELLENCE IN DELIVERING UPON THIS MANDATE.

We put those we serve at the centre of our model of care and will continue to reposition our programs and services to align with First Nations knowledge, beliefs, values, practices, medicines and models of health and healing. We will seek greater value and efficiencies to maximize available resources for program and service enhancements and will develop new health strategies and approaches in priority areas for BC First Nations. As a partner to First Nations communities, we will provide expertise and tools to support their continuous quality improvement journeys.

Integration and new and expanding partnerships with the provincial health system will support improved transitions in care, increased priority health and wellness services for First Nations in BC and more efficient use of available resources.

GOAL 3. ADVANCE EXCELLENCE IN PROGRAMS AND SERVICES

OUTCOME: Advancements in the quality and cultural safety of programs and services available to First Nations individuals, families and communities in BC.



OBJECTIVES	STRATEGIES	ANNUAL KEY PRIORITIES
<p>3.1 Enhance integration with and access to quality and culturally safe provincial health care services for BC First Nations.</p>	<p>3.1.1 Advance innovative, responsive, culturally safe and integrated models of care.</p> <p>3.1.2 Prioritize improvements to primary health care and mental health and wellness services for First Nations in BC.</p> <p>3.1.3 Enhance the integration of First Nations medicines and practices within the health system.</p>	<ul style="list-style-type: none"> • Implement FNHA Quality Agenda. • Develop and implement primary health care and mental health and wellness action plans.
<p>3.2 Achieve measurable improvements to FNHA programs and services.</p>	<p>3.2.1 Nurture a customer-owner philosophy with BC First Nations.</p> <p>3.2.2 Undertake quality and cultural safety improvement of FNHA-delivered programs and services.</p> <p>3.2.3 Maximize value for BC First Nations through integration, partnerships and efficiencies.</p>	<ul style="list-style-type: none"> • Migrate off of Health Canada claims processing systems.
<p>3.3 Partner with BC First Nations to support delivery of high-quality health programs and services.</p>	<p>3.3.1 Support quality improvement and cultural safety of First Nations-delivered health programs, services and administration.</p> <p>3.3.2 Implement improvements to planning, funding arrangements, reporting and accountability processes.</p> <p>3.3.3 Provide BC First Nations access to quality data and information, e-health and information management and technology to support their program and service delivery.</p>	<ul style="list-style-type: none"> • Strengthen effectiveness of partnerships, including updating contribution agreements, planning tools and reporting requirements. • Develop regional data reports.

HOW WILL WE MEASURE OUR PROGRESS?

Our measures consider both sides of our ecosystem in our work – the interconnectedness of both our and First Nations health organization’s success, reporting and accountability depends on community success, reporting, accountability, and vice versa. The majority of FNHA funding, and therefore community service delivery, flows through Funding Arrangements. Effective tracking of partnership processes with communities and access to FNHA programs will support the quality of those services and the FNHA-community relationship. We also measure our service quality with a particular focus on health benefits client satisfaction and service standards for health benefits and environmental public health. Service standards and metrics associated with First Nations definitions of quality will support improved programs, services and responsiveness to community and client needs. To track our progress, we will monitor:

- ❑ **FNHA AND FIRST NATIONS HEALTH ORGANIZATION PARTNERSHIPS** by measuring: % funding agreement holders upholding mandatory program and financial requirements, % FNHA responses to funding agreement holders within targeted time frames and FNHA program information access; and
- ❑ **SERVICE QUALITY** by measuring: Health benefits client satisfaction, % Health Benefits service standards on target and Environmental Public Health Officer Community Work Plan objectives achieved according to service standards.



GOAL 4

OPERATE AS AN EFFICIENT, EFFECTIVE AND EXCELLENT FIRST NATIONS HEALTH ORGANIZATION

First Nations have established the FNHA as their health organization. As such, FNHA reflects First Nations' beliefs and worldviews in its services and aims to meet the standards of the 7 Directives in all of its operations.

We are committed to creating organizational excellence based on First Nations culture, traditions and teachings. This includes ongoing strengthening of policies, procedures and practices to reflect system-wide best practice and First Nations ways of doing business. We will pursue innovation and opportunities to generate and leverage revenues to reinvest in the delivery of our mandate. We will make continuous learning a way of organizational life in order to improve our performance in service to First Nations and be a recognized leader in health system transformation.

GOAL 4. OPERATE AS AN EFFICIENT, EFFECTIVE AND EXCELLENT FIRST NATIONS HEALTH ORGANIZATION

OUTCOME: FNHA is an established leading-edge First Nations Health Organization



OBJECTIVES	STRATEGIES	ANNUAL KEY PRIORITIES
<p>4.1 Build strong leadership and foster a First Nations organizational culture.</p>	<p>4.1.1 Build a common FNHA organizational culture founded on the 7 Directives, First Nations Perspective on Health and Wellness and Shared Values.</p> <p>4.1.2 Be a worldwide leader in cultural safety and humility in the workplace.</p> <p>4.1.3 Develop leadership at all levels consistent with First Nations approaches and teachings.</p>	<ul style="list-style-type: none"> • Develop FNHA leadership development program.
<p>4.2 Foster a healthy and engaging environment that enables personal excellence.</p>	<p>4.2.1 Support continuous learning and development.</p> <p>4.2.2 Implement an innovative health and wellness-based workforce approach.</p> <p>4.2.3 Engage FNHA staff in the ongoing change and transformation process.</p>	
<p>4.3 Achieve excellence in operations.</p>	<p>4.3.1 Strengthen operational policies and procedures reflective of First Nations ways of doing business while meeting our legal and operational requirements.</p> <p>4.3.2 Generate and leverage additional resources through innovation, fundraising, business opportunities, shared services and efficiencies.</p> <p>4.3.3 Provide integrated, effective and efficient corporate support services and systems.</p>	<ul style="list-style-type: none"> • Implement FNHA Policy Framework and align policy development functions. • Develop FNHA Business Roadmap and initiate in-depth development of priority opportunities.

HOW WILL WE MEASURE OUR PROGRESS?

The FNHA is a unique, first-of-its-kind organization by and for First Nations. First Nations deserve an organization with strong leadership aligned with First Nations values; that is doing the right work in the right way; that is committed to wellness; and that is grounded in the diversity of First Nations cultures. Organizational wellness, sound corporate management and Board governance are critical success factors for functioning at a high operational standard. In order to ensure we are functioning at a high operational standard, we will measure:

- ❑ **ORGANIZATIONAL EXCELLENCE** by measuring: % planned organization-wide cultural initiatives on target, % self-identified Aboriginal staff and participation rate in organizational culture workforce survey.

We will also be tracking three ORGANIZATIONAL EXCELLENCE Health Performance Standards:

- ❑ Annual Board of Director review of corporate policies on target;
- ❑ % Compliance with inclusion of Directives and Operating Principles in decision-making processes; and
- ❑ % Staff performance partnership agreements completed, including staff wellness plans.

FNHA BUDGET 2017/2018

	ANNUAL BUDGET 2017/2018
FUNDING SOURCES:	
Health Canada	490,794,766
Province of British Columbia	21,696,914
Health Authorities	699,014
Interest Income	1,785,637
Net Assets	7,283,415
Miscellaneous Income	935,775
	523,195,521
EXPENSES:	
OPERATIONS:	
Corporate Operations	38,249,939
	38,249,939
GOVERNANCE AND FIRST NATIONS ENGAGEMENT:	
First Nations Health Council	5,215,677
First Nations Health Directors Association	877,793
First Nations Engagement	3,516,685
Regional Operations	3,828,134
	13,438,289
PROGRAM SERVICES:	
Health Benefits	178,047,779
Direct Community Services Funding	226,028,771
Health Services and Programs	67,343,411
	471,419,961
Total Expenses	523,108,189
Excess (Deficiency) of revenues over expenses	87,330



THE FNHA HAS STRENGTHENED OPERATIONS, REORIENTED AND EVOLVED ITS ORGANIZATIONAL STRUCTURE TO BETTER REFLECT ITS SERVICE DELIVERY GOALS AND FUNCTIONS, AND IS GROUNDED IN LEADING-EDGE ORGANIZATIONAL POLICIES.

CONCLUSION

Our fifth Summary Service Plan marks significant progress in our journey of transformation. Over the past year, the FNHA has refined programs, services and operational responsiveness. We have completed a number of reviews and utilized these to improve programs. We have also expanded our focus on quality and cultural safety and humility in our work. We continue to embrace opportunities to strengthen the effectiveness of partnerships, collaborate and generate solutions with our partners.

This Summary Service Plan, informed through inputs and engagement from those we serve and our partners, articulates our hopes and dreams for the future and establishes a tactical approach to set these plans in motion. This is when the process becomes truly transformative, signalling that our vision is no longer merely an idea for what can occur but a reality grounded in commitment and a carefully deliberated path forward.

The FNHA will continue forward in our four key goal areas:

1. **Enhance First Nations health governance;**
2. **Champion the BC First Nations Perspective on Health and Wellness;**
3. **Advance excellence in programs and services; and**
4. **Operate as an efficient, effective and excellent First Nations health organization.**

We continue to strive for excellence in our operations as a First Nations health and wellness organization. We promote and live our Shared Vision, Directives, Values and Operating Principles, and are pleased to see changes occurring in the health services that BC First Nations access. Transformation happens when tripartite partners, the First Nations health governance structure and communities collectively make changes that help us advance common goals. As we look into the future, we see challenges yet so many possibilities. A bright future awaits, one where First Nations have the best services possible and experience positive health outcomes that exceed the highest standards in our country.



First Nations Health Authority
Health through wellness

Contact the FNHA at:
501-100 Park Royal South
Coast Salish Territory (West Vancouver, BC)
V7T 1A2

Phone: 604.693.6500 | Email: info@fnha.ca



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Phone: 604.693.6500 | Email: info@fnha.ca

June 9, 2017

Ms. Wendy Thomson
Acting Chief Administrative Officer
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Ms. Thomson:

Re: Our File No. UNR17-0160: A Protocol for Collective Action: Steps towards an Airshed Management Plan for the Alberni Valley

Congratulations! Vancouver Foundation is very pleased to advise you that a grant of \$10,000.00 has been approved for your project, based upon the recommendation of our volunteer advisors.

Enclosed you will find a Grant Information Sheet that gives details about the release of the funds, as well as your responsibilities in accepting these funds. Please sign one copy and return it to our office acknowledging that you accept the terms as outlined; save another for your files.

We would like to help you to spread the news of your project's progress, to promote opportunities for people to engage with your project, and to share your stories of impact through our Twitter (@vancouverfdn) and Facebook (VancouverFdn) channels. Please send your information and stories to communications@vancouverfoundation.ca or include the words 'Vancouver Foundation' in your social media posts so that we can find and share them.

We are very pleased to offer you the support of our donors, and wish you all the best with your project.

Yours sincerely,



Terra Kaethler
Manager, Grants & Community Initiatives

TMK/mcy
Enclosures (1)

CC: Mr. John Jack, Chairperson, ACRD
Mr. Andrew McGifford, CPA, CGA, Manager of Environmental Service
Ms. Sarah Thomas, Chair, Port Alberni Air Quality Council

GRANT INFORMATION SHEET
ALBERNI-CLAYOQUOT REGIONAL DISTRICT

File No.: UNR17-0160 **Date:** June 9, 2017
Amount: \$10,000.00 **Grant Contact:** Terra Kaethler
Project Title: A Protocol for Collective Action: Steps towards an Airshed Management Plan for the Alberni Valley
Purpose: The Vice President, with input from members of the Committee, approved a grant of \$10,000. This grant is to be used towards the development of the "A Protocol for Collective Action: Steps towards an Airshed Management Plan for the Alberni Valley" project

Conditions:

Authorization for this grant remains in effect for 6 months from this date and, unless acted upon within that time, may be cancelled.

We encourage you to review the CRA Policy Statements at <http://www.cra-arc.gc.ca/chrts-gvng/chrts/plcy/menu-eng.html> to ensure that your organization is in compliance with all CRA regulations.

Grant recipients must acknowledge the support of Vancouver Foundation in publicity and marketing materials for their project. The Vancouver Foundation logo (in various formats) and organizational description are available on our website at <http://vancouverfoundation.ca/about-us/logo-recognition>. If you have any questions regarding recognition, please contact Jon Garner at jon.garner@vancouverfoundation.ca.

Payment and Reporting Schedule:

Payments may be withheld until we are confident that enough funding has been confirmed from other sources to make the project viable.

Payment will not be released until we receive written notification that the funded activities are about to start.

Payments will not be made for project changes to the original application without prior approval from Vancouver Foundation.

Upon completion of the project, send a final report and evaluation, together with a financial statement for the project as a whole (with Vancouver Foundation allocations clearly demonstrated) to Terra Kaethler at the address below.

Signatures: *two original signatures required from representatives of the qualified donee organization with signing authority*

Ms. Wendy Thomson, Acting Chief Administrative Officer

Mr. John Jack, Chairperson, ACRD

Date

Date

(Please sign one copy of this Grant Information Sheet and return it to Vancouver Foundation at the address below. The second copy is for your files.)



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

June 16, 2017

Original Sent via Email

Dear Municipal and Regional Partners,

I am pleased to present Vancouver Island Regional Library's (VIRL) [2016 Annual Report: Inspiring Communities](#).

In the report, we leverage the power of storytelling by focusing on instances in which our libraries and staff have touched and inspired peoples' lives. The theme of "inspiration" flows through this report, which is laid out in the style of a magazine, with stories, imagery, and page after page of content that people will want to read and engage with.

You'll read about a 60-year-old man who discovers his library for the first time, a young boy who falls in love with reading with the help of a canine companion, an Elder who teaches children in the Comox Valley about Indigenous cultures and traditions, a human library where people are "checked out" by others looking for conversations and new perspectives....and so much more.

2016 was the first year of our current strategic plan, [Your Voice, Your Library](#). The stories in the Annual Report reveal just some of the ways we are bringing our Strategic Plan to reality, from our most remote branches to our largest urban centres.

The report also highlights our international award-winning programs from 2016 and offers a snapshot at some of the innovative ways we are helping people discover and access new resources and opportunities for lifelong learning.

You will find the Annual Report on our [website](#).

As our 2016 Annual Report reveals, VIRL is both inspiring and being inspired by the communities we serve.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Davis".

Chair, Vancouver Island Regional Library Board of Trustees

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 Woss



VANCOUVER ISLAND REGIONAL

also available
online
at virl.bc.ca

Library

2016 ANNUAL REPORT

OUR NEW
STRATEGIC PLAN

**INTERNATIONAL
AWARD
WINNERS**

**FORGET THE
LATE FEES**

BUILDING FANS
BY BANNING FINES

**CASEY &
FINNEGAN**

**LIBRARIES
INSPIRE
COMMUNITIES**



CHAIR NOTE



I have had four rewarding years serving as the Chair of your Library Board. The Board, made up of 38 elected officials from across the region, continues to balance the disparate needs of each of its member communities, be they cities, towns, villages, or rural areas.

My years on the Board have provided me with the opportunity to connect with many communities and better understand their needs. It has been rewarding to see how communities value their libraries and the social opportunities they provide for every member of the community, regardless of age. "Read Down Your Fines", introduced in 2016, has helped to ensure that your library continues to be a welcoming place for everyone.

I have had the pleasure of opening many of our libraries after a refresh or rebuild. After opening a refreshed library in Port Hardy in the summer, I was able to close my tenure as your Chair by opening the newly decorated Hornby Island Branch in my own area, the Comox Valley.

I leave knowing that subsequent Boards will continue to implement our refreshed Strategic Plan, a plan that sees your library as a long-term evolving, inclusive community service.

BRUCE JOLIFFE, Board Chair (2013-2016)

VANCOUVER ISLAND REGIONAL LIBRARY

Vancouver Island Regional Library (VIRL) is the fifth largest library system in British Columbia. We serve over 430,000 people on Vancouver Island, Haida Gwaii and the Central Coast (Bella Coola) through 39 branch libraries, our eLibrary and a books by mail service. Administrative offices are located in Nanaimo.

STAFF WRITERS

David Carson	Geoffrey Allen
Natasha Bartlett	Amy Dawley
Jason Kuffler	Adrienne Wass
Jennifer Seper	Patrick Siebold
Lorelee Parker	Jonathon Bigelow

CONTACT US!
Tel: 1-877-415-VIRL or info@virl.bc.ca

ED LETTER INSPIRING COMMUNITIES

This year represents the first of five in our new Strategic Plan: Your Voice. Your Library. And what a year it was! When I look back at the programming, resources, and stories from 2016, I am inspired by the creativity, dedication, innovation, and leadership our staff demonstrated. From our smallest branches to our largest urban communities, we started our new strategic direction off with a bang.

With ongoing and far-reaching support from our Board of Trustees, we developed programming that was recognized and awarded at the international level; we made significant progress implementing our Consolidated Facilities Master Plan with new and vibrant community hubs; we helped countless people — young and old — on their path to discovery; we grew our collections and resources in new and exciting ways; and we forged new connections and partnerships with community groups, organizations, and individuals.

Our passionate staff are at the core of everything we do. I would like to thank everyone in the VIRL family for the amazing work you do every day.

As you read through these pages, I know you will feel just as inspired as I do. We are united by our Mission to enrich lives and communities through universal access to knowledge, lifelong learning, and literacy.

EXECUTIVE DIRECTOR

Rosemary Bonanno

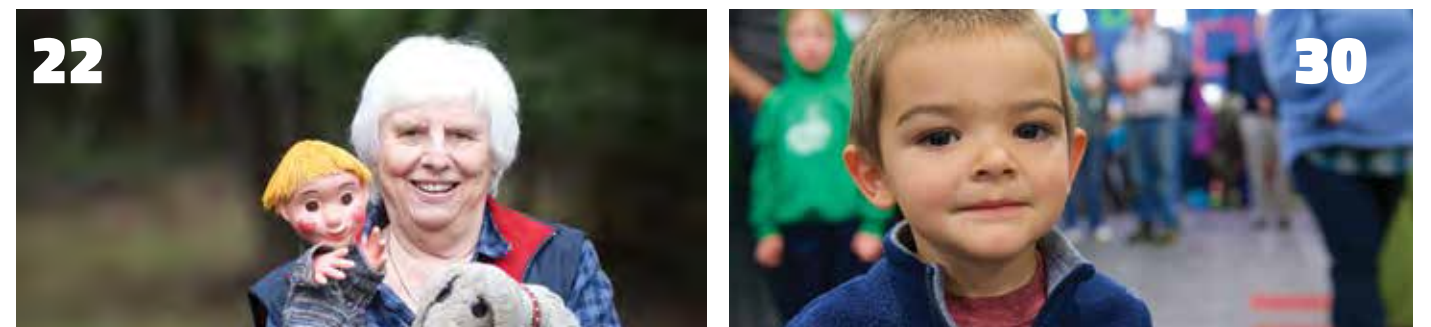


— “ —
Our
passionate
staff are at
the core of
everything we
do.
— ” —

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STRATEGIC PLAN

SETTING AN EXCITING NEW 5-YEAR DIRECTION

Words: David Carson || Administration

We charted a new course in 2016 with the launch of our five-year Strategic Plan: Your Voice. Your Library. This plan is the result of a comprehensive consultation process that sought to understand our community value, find areas where we can improve, and ways in which we can enrich the experiences of VIRL staff.

To develop the plan, we undertook a robust consultation process with the public and staff, including 41 public consultation sessions and a wide-reaching public survey where we heard from more than 1,700 people. The staff survey drew hundreds of responses.

The 2016 – 2020 Strategic Plan contains four pillars, which we call Strategic Principles, that will anchor us as we move forward.

The first principle, Community, is about celebrating and connecting with the diversity of backgrounds, interests, and priorities represented across our system. It means fostering new partnerships and maintaining current ones, and it means



listening and responding to what we hear from our Indigenous communities, our seniors, our young adults, our teens, our newcomers, and everyone in between.

The second principle, Collect, Connect, Collaborate, Create, embraces the evolving role of libraries as places of lifelong learning — both physical and digital — where people come together to explore their passions, to experience new technologies and ideas, and to let their imaginations grow, no matter their stage of life or background.

Principle 3, Places and Spaces, builds on the great work already underway in branches across our system. It ensures that our physical buildings are comfortable, accessible, and welcoming hubs that people want to spend time in and that meet their specific community needs. This principle also applies to our digital spaces, ensuring we have the infrastructure in place to meet today's demands for bandwidth and technology, from our largest branches to our smallest communities.

The final Principle, Life at Work, is all about staff. It reinforces our strong commitment to fostering positive work environments that allow staff to grow and thrive in their roles and responsibilities.

As the stories in this Annual Report reveal, we are off to a strong start executing our Strategic Plan. Moving forward, we will continue to seek out new partnerships and opportunities to foster peoples' love of lifelong learning, to promote literacy across ages, demographics and formats, and to position our branches as the destination of choice in our communities, with the resources and tools to help everyone pursue their passions. ■

WE LISTENED!

VANCOUVER ISLAND
REGIONAL LIBRARY



THE PROCESS

**YOU SPOKE.
WE LISTENED!
HERE'S HOW
WE DID IT!**

ALA AWARD

Words: Natasha Bartlett || Administration

Excitement was in the air in May 2016 as VIRC staff took centre stage and accepted two of five international awards bestowed by the American Library Association (yeah, we were stoked!).

On May 4, 2016, we received notification from the American Library Association (ALA) that two of our programs were the recipients of the 2016 ALA Presidential Citation for Innovative International Library Projects.

The international award heralds from the largest Library Association in North America, and recognizes innovative contributions to international librarianship.

The programs, Vancouver Island Regional Library's Nanaimo Correctional Centre initiative, under the direction of Jennifer Seper, and Librarians on the Radio, co-hosted by Justin Unrau, Emily Orr and Patrick Siebold, both received awards. They were presented by the President at the ALA Annual Conference in June 2016 in Orlando, Florida.

"This recognition is a testament to our creative and out-of-the-box staff who are busy doing incredible work in our communities," said Rosemary Bonanno, Executive Director of Vancouver Island Regional Library. "I am truly proud."

The Correctional Centre program started in April of 2015, with a partnership between

VIRC and the Nanaimo Correctional Centre. The project, initiated by Librarian, Jennifer Seper, began with a simple plan to improve the existing library at the centre but then grew to include a book club that fostered positive outcomes for the inmates involved.

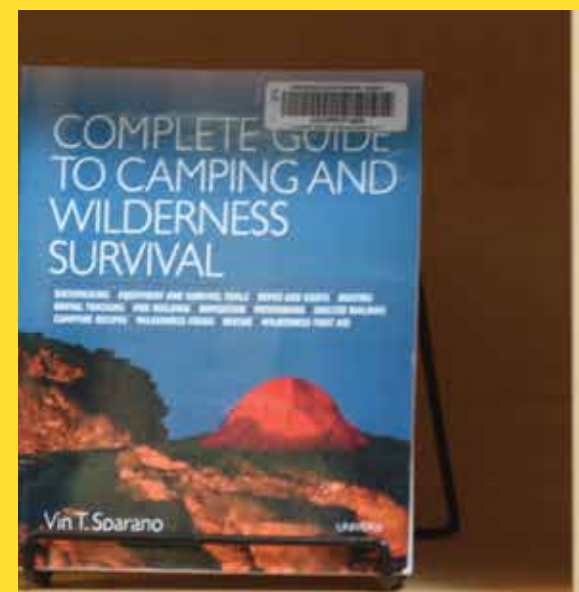
Librarians on the Radio is an ongoing radio show and podcast which partners Vancouver Island Regional Library with long running CHLY 101.7 radio show, Changes: The Show on Sustainability. The show discusses library and information issues in the wider Vancouver Island community. Non-library users learn about issues librarians care about in their communities and hopefully find some connections and break some stereotypes. Library users learn about programs, events and tools, some of which they never knew the library offered.

Making past episodes available as podcasts on our website has increased the reach of the program beyond the community radio listener base. ■

WINNERS



— “ —
 The award was an incredible opportunity to show our creativity!
 - Jennifer Seper
 — ” —



WE'RE ON AIR!

LIBRARIANS HAVE HIT THE AIRWAVES AND AUDIENCES AROUND THE WORLD!

Words: Jason Kuffler || Nanaimo Harbourfront



LIBRARIES BEHIND LOCKED BARS

What started as a simple plan to improve the quality of materials available at the Nanaimo Correctional Centre turned into an inmate book club that instantly took flight.

Words: Jennifer Seper || Parksville



It all started in 2012 with two librarians joking about reading romance novels over the airwaves. I was one of those librarians and I ran with the idea, sensing a unique opportunity to leverage a captive radio audience.

In its earliest days, Librarians on the Radio (LoTR) was a short 15-minute monthly piece on Malaspina Radio that listed programs and events. Then an opportunity for a one-hour timeslot presented itself. I, along with co-hosts Lara Wright and Anthony Martin, jumped at the opportunity.

Fast forward a few years through different hosts and a range of segments — including interviews with *Trainspotting* author, Irvine Welsh, and Ferguson Library's Director, Scott Bonner — and LoTR really started to find its groove. In 2015, the show was also made available as a podcast for anyone to access — people downloaded the show from as far away as Croatia!

Over the years and through its various

hosts, the show has evolved into a mix of different styles. Darby Love has become the show's host, Lara Wright produces

Fast forward a few years through different hosts and a range of segments, including interviews with *Trainspotting* author, Irvine Welsh, and Ferguson Library's Director, Scott Bonner—and LoTR really started to find its groove.

and co-hosts, and Stephen Warren contributes monthly musical interludes. I am still involved and am so fortunate to

have been swept along for this radio ride. In 2015, LoTR took home its first award, the BC Library Association's Merit Award. In the Spring of 2016 LoTR had won again, this time on the international stage, with the American Library Association's Presidential Citation for Innovative International Library Projects.

LoTR continues to expand and grow, and has turned into a complete variety show that reveals the versatility of libraries and librarians, as well as our local communities, to a growing audience on Vancouver Island and beyond. ■



Trainspotting author, Irvine Welsh

Prison Book Club had humble beginnings. It started in 2015 as a partnership between VIRC and the Nanaimo Correctional Centre (NCC) with a simple plan to improve the quality of materials available at the NCC. But after conversations with several of the inmates, the idea of starting a book club took flight.

I approached the centre with a partnership opportunity as a means of increasing access to materials and in an effort to increase literacy levels in an otherwise marginalized area of the community. Statistics show that the vast majority of the incarcerated struggle with literacy and that those who increase their literacy rates while incarcerated have a lower recidivism rate, making literacy-focused programs essential.

The program gives inmates the opportunity to learn how to discuss their feelings and opinions and to accept differing opinions from others in a non-confrontational way. This

develops skills and transitions them to environments outside of the centre. The highlight for many is not only

I asked my mom to guess what I was doing while I'm away. She guessed a bunch of things and when I finally told her I was in a book club, she just could not believe it. She was so happy.

enjoying the selected titles, but also the conversations that have sparked on topics ranging from individualism, to what culture values about men and

masculinity, to why society functions the way it does, to what makes a "hero" today. According to one inmate, "the value of book club to me is big. It keeps me busy and from getting bored. It keeps me reading and learning."

Another inmate shared his thoughts: "I asked my mom to guess what I was doing while I'm away. She guessed a bunch of things and when I finally told her I was in a book club, she just could not believe it. She was so happy."

Titles read so far include: *The Absolutely True Diary of a Part-Time Indian*, *The Golden Spruce: A True Story of Myth, Madness and Greed* (which all members loved), and *The Ocean at the End of the Lane*.

In 2016, the book club was the proud recipient of The American Library Association's Presidential Citation for Innovative International Library Projects.

The NCC is a medium security prison that houses offenders from across the province. ■



Haida elder, Jiixa, seamlessly weaves technology and tradition in Queen Charlotte City.

LIBRARY POTLATCH

Words: Lorelee Parker || Haida Gwaii

Pics: Jason Shafto || Full Moon Photo

Haيدا Elder Jiixa (Gladys Vandal) began coming to the computer tutorial sessions at the Queen Charlotte branch in 2013. Jiixa is a woman of many talents and responsibilities: she is a master weaver with instructional videos to produce, a Clan genealogist with lineage charts to complete, a keeper of the Skidegate dialect with diacritic marks to impose on European typesetting, an online graduate with multi-media assignments to complete, and a matriarch at the centre of a complex social media web with a vast cultural knowledge to document and transmit. She presented a continual challenge to her technology tutors.

I for one have found it barely possible to keep ahead of her extraordinary learning curve. I always learn as much as I am teaching — about software settings, the resiliency of Haida, the adaptability of technology, and the significance of two-way cross cultural learning.

By 2016, literacy coordinator Beng Favreau and I found ourselves depending more and more often on Jiixa to join us on the instructional side of the tutorial table, where she generously shared with others what she had learned from us.

In 2015, we honoured Jiixa at the Annual Literacy Haida Gwaii (our partner in the computer program) Gala Dinner by presenting her with the Learner of the Year Award, the closest we could come to potlatch. And it is with the deepest respect that we honour Jiixa, with her distinguished name, How'aa, for adding a myriad of wonderful Haida applications to our computer labs, and for her ongoing assistance with our technology programming. ■



— **“** I always learn as much as I am teaching — about software settings, the resiliency of Haida... and the significance of two-way cross cultural learning. **”** —

INNOVATIVE INSPIRING INTELLIGENT

Our collection is dynamic. From First Nations materials to free video games, streaming videos to content tailored to our most remote regions, our resources are meticulously curated to suit the unique needs of our communities.

Words: Geoffrey Allen || Administration

As a 21st Century library, our goal is to provide innovative, inspiring and intelligent resources to the 39 communities we serve.

2016 was another busy and forward-thinking year for us. We launched digital resources to help people on their lifelong learning journey, and offered new and exciting ways for people to connect to their library. In short, we brought more resources to more people in more ways than ever before.

Here is a snapshot of what we accomplished in 2016:

Lynda Lifts Off

Lynda.com was launched as an online learning platform in September 2016, and quickly proved popular. On an average month, VIRL customers enrol in 500 hours of class time, with 100 certificates of course completion. Each month 100 new users find their way to Lynda.com through our library system. Information technology courses seem

to be the most popular, but courses on financial management, human resources, entrepreneurship, communications, and marketing are being well used. Some users are making VIRL's Lynda.com account their go-to learning platform, individually taking 80 or more online courses — an entire curriculum!

Port Hardy First Nations Collection

When we opened the new Port Hardy branch in 2016, VIRL decided to add an exciting new collection to the site. The Port Hardy First Nations Collection has a permanent home at the branch, and is also available for all VIRL customers regardless of their location. While building the collection, we purchased additional copies of First Nations titles for distribution throughout our system.

Arabic Materials Added to World Language Collection

VIRL's World Language Collection already helped serve the needs of Chinese, German, Korean, Punjabi, Spanish, and Vietnamese speakers and readers. Last year we added Arabic language materials

to the collection to help serve the needs of the many new immigrants from Syria (and other Arabic speaking countries) who have recently arrived in our communities.

Launchpads Land in Haida Gwaii

Launchpads are new tablet-like devices available to customers in our Haida Gwaii branches. They come preloaded with eBooks, educational games, and activities that children can access without an internet connection. A great digital option in communities where access to broadband internet is a challenge!

Redirecting Resources to be More Responsive

In 2016, our model for selecting and purchasing print and digital resources for our libraries included an increased role for branch staff. By giving frontline librarians more influence over the selection of resources, we're helping make sure that we're listening to customer input on the titles they want to see in our branches, and also helping to ensure we have resources that match our programming needs. ■

As a 21st Century library, our goal is to provide innovative, inspiring and intelligent resources to the 39 communities we serve.



HUMAN LIBRARY

Imagine checking out and borrowing a human being like you would a library book. This is the concept behind human libraries, where people who represent a religion, profession, lifestyle, etc., agree to have an open and honest discussion about their life and perspective.

Words: Amy Dawley || Gabriola Island

Human libraries are a concept that started in Copenhagen in 2000 and have since expanded around the world, becoming a global phenomenon that promotes compassion, dialogue, and understanding.

The general idea is for people to borrow and check out other people, “human books,” who represent a religion, profession, lifestyle, etc., and have agreed to have an open and honest discussion with their reader about their life and perspective. Human libraries are one-on-one opportunities for people to ask questions about something they may not understand, but in a way that removes barriers and encourages dialogue and understanding.

The Gabriola Arts Council (GAC) was looking to add a new and unique element to its yearly Theatre Festival, and drawing

inspiration from the human library at Vancouver’s Push Festival, GAC approached me to ask if the library would be interested in making one happen on Gabriola. I was familiar with human libraries, but had never organized one myself. Given what was happening in the world and some local conversation about difference and diversity on Gabriola, I felt this would be an excellent program to offer the community. We were in!

Working together with the Arts Council, we identified 16 “human book” topics that would be achievable with people that were in the Arts Council’s network on Gabriola. There was a wide range of curated topics, including bipolar disorder, lifelong activist, gender queer identity, cancer survivor, draft dodger, and polyamorous, just to name a few.

Over two days on August 19 and 20, Gabriolans from different walks of life

gathered together for open, honest, and frank discussion on sometimes difficult topics. The ripple effects in the community from a program like this were immediately palpable — we heard about parents with children struggling with mental illness taking the opportunity to talk with a human book who shares the same illness. Questions that would be too painful to ask their own children were met with honest and open answers. Customers expressed their deep gratitude for being given a gift of openness about others’ private lives.

In small communities, it can sometimes be easy for people to think they know everyone who lives there and their stories. Gabriola’s Human Library reminded our community that everyone has a story, and this event helped to sow seeds of compassion, gentleness, and understanding. ■



BEYOND BOOKS

HOW A BOND BETWEEN A BOY AND A DOG TRANSFORMED A RELUCTANT READER.

Words: Adrienne Wass || Sooke

Matteo, age 8, wasn’t reading, not even in school. But thanks to an innovative program involving a little canine companionship from a dog named Timba, Matteo went from being a non-reader to an enthusiastic library customer and avid reader.

The program, called Paws 4 Stories, started in Sooke in January 2016 and paired children aged 6 – 11 with Timba, a certified therapy dog, for 15-minute reading sessions. Timba would help the children relax as they opened their chosen books and started reading aloud.

All the while, Timba’s handler, Josée Bélanger, would sit quietly in the background, smiling encouragingly, just as patient as Timba, as new words were deciphered, stories told, and a bond was forged between the reader and the dog that was both serene and comforting.

Timba loved his work and was always eager to visit the library. Whenever people saw Timba walking through the branch wearing his St. John Ambulance bandanna, they couldn’t help but smile. They were as happy to see him as he was to see them.

Sadly, Timba passed away in the fall of 2016, but in October, a new therapy dog named Pacha took up Timba’s mission, and now works just as hard to help kids in Sooke discover their love of reading. ■



PARTY IN PORT HARDY

Words: David Carson || Administration



When a new library comes to town, everyone comes out to party! The community of Port Hardy was no exception...

For the community of Port Hardy, June 11 was a day to remember. It was a day of magicians, cake, children playing, parents laughing, special guests, prize draws, speeches, new technology, laughter, and excitement. Had the Royal Family popped in for a visit? Was the Prime Minister in town? You would have been forgiven for thinking so. But no, June 11 was the day the renovated

Port Hardy library officially reopened to the public. And people came out to celebrate!

After the festivities had subsided and the cake had settled into their tummies, attendees were free to roam their new space and take it all in. From a new fireplace to cuddle around during the cold winter months to a bright new public computer area, the renovated library offered something for everyone.



From a new fireplace to cuddle around during the cold winter months to a bright new public computer area, the renovated library offered something for everyone.

Here's a snapshot of the improvements we made to the Port Hardy branch:

- A warm and inviting interior
- A colourful children's area
- Study space
- New public computers with internet access
- A comprehensive collection of books, DVDs, CDs and magazines
- Comfortable lounge seating
- Parking at the front and rear of the building

The new 3,200 sq. ft. branch also featured an opening day collection of 12,000 items. Many of the new items in the opening day collection stayed in the community for six months before being made available to our floating collection. The Port Hardy branch also features a new First Nations collection, with many additional copies of First Nations titles also available to VIRL card-holding customers throughout our system.

A History of the Port Hardy Branch
The Port Hardy library branch opened in 1972. Prior to this, Port Hardy enjoyed a community library service through local donations and the Travelling Library Commission. The library branch moved to its current location in 1979 and received its latest renovation in June 2016. ■



A HUB NEW FOR HORNBY

After 26 years of serving the community from the New Horizons Centre, the Hornby Island branch received some love in 2016 (and the community shared the love back!).

Words: David Carson || Administration



Nestled against a backdrop of a mature and tranquil forest of every shade of green, VIRL's Hornby Island branch sits in a picture-perfect setting. And after 26 years of serving the community at the New Horizons Centre, the building received some much-needed love and attention in 2016.

In December, the community came out in droves for the official grand opening of their new Hornby Island Library. In addition to seeing their swanky new space for the first time, guests were also entertained by Juno award-winning songwriter and artist, Helen Austin, speeches by VIRL staff and our Board Chair...and a surprise guest appearance by none other than Casey and Finnegan of Mr. Dressup fame!

After the entertainment and speeches, attendees were led on a tour of their new library. From the looks on their faces, it was clear that everyone, young and old, loved what they saw.

Here are some of the highlights of the new Hornby Island branch:

- An updated interior with warm, inviting features and comfortable lounge seating
- A magazine nook with many popular titles
- A children's area with colourful, fun and age-appropriate furniture
- A new children's literacy computer station and two new public access computers
- A new study space
- Increased bandwidth for our Wi-Fi users
- Improvements to the heating and air conditioning systems
- A comprehensive collection of books, DVDs, and CDs

When it comes to renovating our branches, we proved, again, with Hornby Island, that we can accomplish great things in small spaces. We took an already-treasured community resource and transformed it into an exciting hub that will serve Hornby Islanders, and visitors, well for many years to come. ■

About the Hornby Island Branch

Hornby Island was previously served by a Comox Bookmobile until a library branch was opened in 1987. The branch moved in 1990 to its current location at the New Horizons Centre.



CASEY & FINNEGAN!

WHEN THE LOCALS COME TO CHEER

“ Children laughed with their funny new friends, while some of the adults fought back tears from the memories that came flooding back. ”

Imagine our surprise when we learned that Canada's favourite puppet pair, Casey & Finnegan, were coming out of retirement for another show...

Words: David Carson || Administration

The crowd at the Hornby Island grand opening got a special treat from none other than everyone's favourite puppet puppy and kid, Casey & Finnegan from the long-running CBC show, Mr. Dressup.

Although it had been 21 years since Mr. Dressup's last show, the pair were as witty and charming as always. Children laughed with their funny new friends, while some of the adults fought back tears from the memories that came flooding back.

In addition to Casey & Finnegan, the greatly-attended celebration included a ribbon cutting, cake, and a performance by Juno award-winning songwriter and artist, Helen Austin.

A warm-hearted thank you to Judith Lawrence for bringing her performing friends back to the stage for another fantastic show! ■





Community members learned all about home solar energy and how they could make it a reality in their own homes.

SOLAR ON GABRIOLA!

Words: Amy Dawley || Gabriola Island

There has always been an interest and desire on Gabriola Island for off-grid, low-impact solutions to energy use and consumption. When members of the local non-profit GabEnergy approached VIRL to see if we'd be interested in hosting an information session on home solar energy, I immediately said yes.

As we organized the event, it became clear to us that the most effective way to communicate the information GabEnergy wished to share would be over several sessions. What began as an afternoon talk transformed into a six-week home solar energy series that would incorporate presentations, demonstrations, and hands-on learning.

Members of GabEnergy organized their information into manageable topics for their presentation and created handouts and PowerPoint slides.

During the Demystifying Home Solar Energy series, community members learned all about home solar energy and how they could make it a reality in their own homes. They learned site assessment, calculation, costing, purchasing, planning, and installation of home solar arrays. People who hadn't come into the library in years were suddenly through our doors again and we began to recognize program participants from week-to-week as a community of new solar enthusiasts formed.

The impact of this program hit home for me as I was on an evening drive around Gabriola a month later. Driving down a familiar street, I noticed a newly installed solar array that hadn't been there before. I wrote GabEnergy to ask about it — and it turns out that person had attended all the sessions at the library and put his new knowledge into action, building a sizeable array himself and achieving his desire to be more self-sufficient.

Not only did we help impart knowledge about harnessing the power of the sun, but we also harnessed the energy and passion that Gabriolans have for their environment, and demonstrated the transformative power of libraries today. ■



The feedback from the children, parents, and caregivers has been overwhelmingly positive and our attendance numbers have surged.

INDIGENOUS LEARNING INSIDE THE STORY BOX

Words: Patrick Siebold || Comox

Through song, story and craft, children and caregivers alike are learning about indigenous ways of life in the Comox Valley and beyond. The Comox branch of Vancouver Island Regional library is honoured to host the Seasonal Storybox program, a unique early years initiative held at various locations throughout the Comox Valley.

Wachiay Friendship Centre in the Comox Valley developed this outreach program and VIRL is fortunate to be a host site. Liz Murdoch, Youth Program Coordinator at Wachiay, plans and leads the program and works closely with the K'ómoks First Nation to develop seasonal songs, felt stories, and crafting elements. While the songs and stories are wonderfully unique and engaging, it is Mary Everson's participation in the Storybox that makes the program stand out for many.

Mary, a respected Elder of the K'ómoks First Nation, relays stories handed down to her from generations past, and teaches the Kwakwaka'awkw words for animals and greetings. She also typically brings in an artifact or family heirloom with her to pass around, much to everyone's delight.

The feedback from the children, parents, and caregivers has been overwhelmingly positive and our attendance numbers have surged. The community recognizes that this opportunity to directly engage with the local indigenous traditions via the Wachiay Friendship Centre and Elder Mary Everson is not only a unique privilege, but an honour. ■



GET YOUR GEEK ON AT GEEKCON!

Words: Jonathon Bigelow || Nanaimo Harbourfront

Nanaimo's Harbourfront library was invaded by costumed princesses, Storm Troopers, and swinging swords at the first-of-its-kind GeekCON event in Nanaimo.

More than 300 people came out for our first annual celebration of geek culture at the Nanaimo Harbourfront library on Saturday, August 20.

For fans of gaming, graphic novels, fantasy, and all things related to geek culture, GeekCON had something to pique every interest. The festival featured a panel from the gaming industry,

a cosplay competition, Magic the Gathering and Minecraft tournaments, a Medieval Chaos demo, a *Harry Potter and the Cursed Child* discussion group, book signings by fantasy author, Cynthea Masson, live drawing demonstrations from comic artist Ken Steacy, and a visit from the 501st Legion (Star Wars Cosplay Charity Organization).

"These kinds of events have exploded over the last 10 or 15 years. Lots of people are looking for venues where they can celebrate what they're passionate about. Gaming culture, graphic novels, comic books, cosplay...it's here," commented Kaylea Prime, program co-organizer and librarian at VIRL.

"It's helping promote the idea that libraries are more than just a space for books. It's a place for people to develop their passions, seek information in different ways and bring people together."

Hosting GeekCON in Nanaimo was inspired by a desire to create a free and accessible convention on Vancouver Island that drew on the popularity of "geeky" programs already hosted at the library.

“

It's helping promote the idea that libraries are more than just a space for books. It's a place for people to develop their passions, seek information in different ways and bring people together.

”

The event leveraged the growing popularity of these types of conventions and was modeled after the enormously popular annual Comic-CON in San Diego.

Vancouver Island has a vibrant community of amazing graphic novelists, artists, game developers and hobbyists — we wanted to create a space for people to come and share their work, inspire others, and make new connections. ■



WE MISS YOU. LET'S FORGET THE LATE FEES.

For one week, we said goodbye to late fees and hello to old customers... Welcome back to your library!

Words: Natasha Bartlett || Administration

Libraries are always welcoming places, and for a week in October, we opened our arms extra wide to anyone with overdue materials. From October 23 - 29, Welcome Back Week invited people to return their overdue items to their library and have all the costs removed. No questions asked.

We serve a wide variety of customers, including children, youth, seniors and vulnerable populations in our community. While overdue fines are a necessary way to ensure materials are available for everybody to use, overdue fines and fees can also have an adverse effect on

economically sensitive members in our community.

During Welcome Back Week, customers who couldn't find their overdue materials or had long outstanding fines were also welcomed back. VIRL waived up to \$20 owing from their account and, for those with fees in excess of \$20, offered a payment plan to help make paying back fines more manageable.

"For those who can't afford it, having an overdue fine can make the difference between choosing to come back to their library or not, and therefore accessing the wealth of resources and opportunities

their library provides," said Rosemary Bonanno, Executive Director. "VIRL is a vital resource for the community as an access point to public computers, job seeking help, printing, tech support, the internet, and of course, access to a huge collection of materials which promote literacy, learning, and enrichment."

This Board-approved initiative was a huge success. More than just a fun outreach initiative, it also gave people who may have been struggling financially an opportunity to re-engage with their library, and it helped get materials circulating again. ■

“ Having an overdue fine can make the difference between coming back to their library or not, and therefore accessing the wealth of resources and opportunities their library provides. ”



THANK YOU

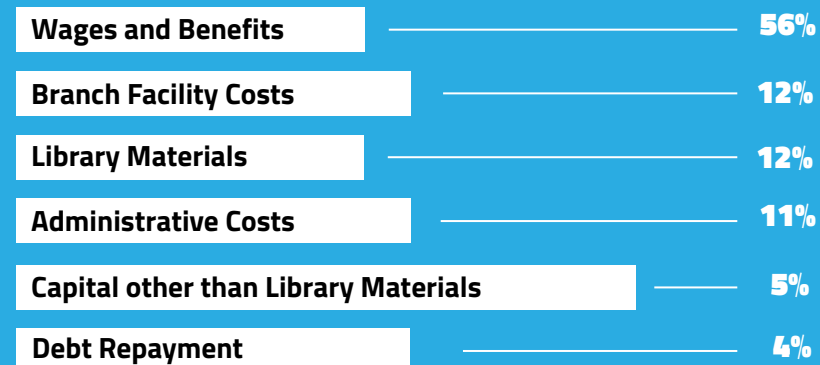
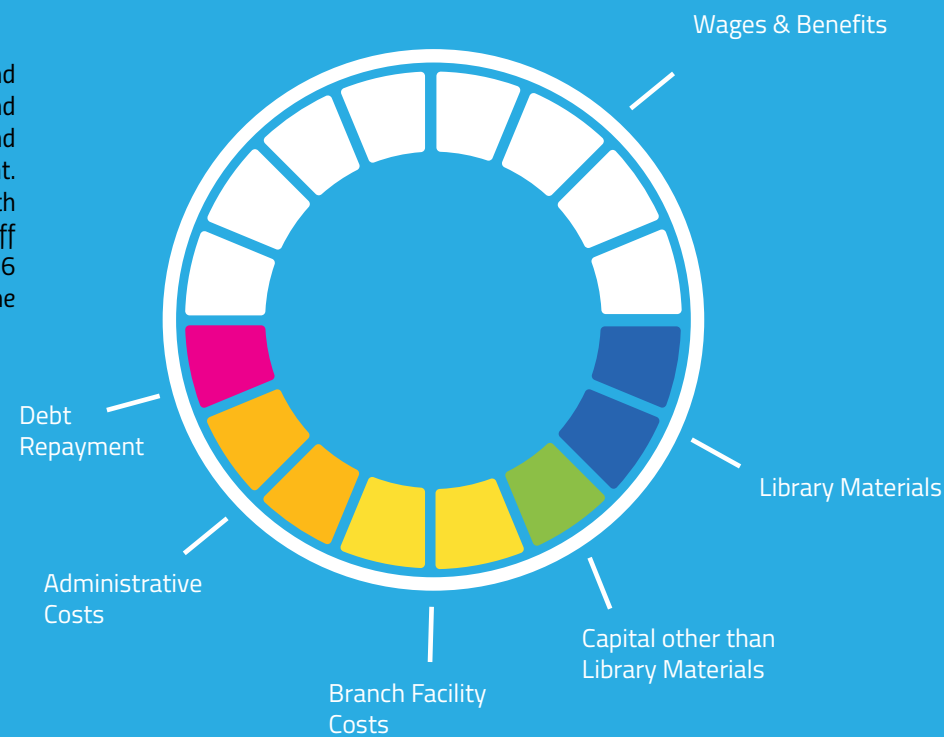
FOR DONATING TO YOUR LIBRARY!

Harold Austin ▪ Gerald Bailey ▪ Annie Bedard ▪ Dr. Maija Bismanis ▪ Bruce Bjornson ▪ Connie Blunden ▪ Café Guido & The Book Nook ▪ Chemainus Crofton Fraternal Order of Eagles Ladies Auxiliary 4400 ▪ Deborah Cawston Lawrence Cooper ▪ Nancy Doan ▪ Fictive Press ▪ James & Lorraine Fontaine ▪ Joan Fortin ▪ Friends of the Library - Gabriola ▪ Theresa Garland ▪ Lynda Giannotti ▪ Leslie Giebelhaus ▪ Stanley Goodrich ▪ Jayne Green ▪ Gabriola Rescue of Wildlife Society (G.R.O.W.L.S.) ▪ Robbyn Hamilton-Adair ▪ Ray Harrison ▪ Jennifer Herbison ▪ Sandra Hudak ▪ Andry Isaksen ▪ Joy John ▪ Rohinton Kerravala ▪ Dawn Markle ▪ Greg McRae ▪ Jodi Meldrum Donald Miller ▪ Friends of the Library - Nanaimo Harbourfront ▪ Nanaimo Lions Club ▪ Tu Nguyen ▪ Parksville Quilt House Quilters Guild ▪ Peninsula Lifetime Eyecare Centre ▪ Probus Investment Club ▪ Heather Ravesv ▪ Summer Robertson ▪ Tia Schaefer ▪ Seyed Seyed-Jafari ▪ Nancy Sherry ▪ Friends of the Library - Sidney/North Saanich Marguerite South-Riley ▪ Rima Tekutis-Collins ▪ Claud Thompson ▪ Ellyn Turner ▪ Two-Headed Giant ▪ Mark Warrior ▪ Carol Xu

2016 Expenditures

The 2016 budget for Vancouver Island Regional Library focused on sustainability, and the need to balance the aspirations of the present without compromising the ability to meet those of the future. Under the direction of the Consolidated Facilities Master Plan, VIRL continued to invest in its facilities to ensure our spaces meet the needs of customers and communities. 2016 also centred on moving the Strategic Plan forward through focused initiatives.

The Board of Trustees take the management and stewardship of public funds very seriously and continue to demonstrate financial leadership and discipline, ensuring value for the tax dollars spent. Financial results for 2016 were positive, with operational expenditures below budget as staff worked to gain efficiencies in operations. 2016 also marked the completion of renovations to the Port Hardy and Hornby Island branches.



This chart is representative of financial operations for VIRL. Complete Audited 2016 financial statements can be found at www.virl.bc.ca.

Statement of Operations

Consolidated Statement of Operations
(for the year ended December 31, 2016)

	BUDGET (Unaudited)	2016 (see Audited Statements)	2015
Revenues			
Municipal levies	\$14,036,646	\$14,036,645	\$13,528,560
Rural levies	6,335,806	6,335,806	6,125,232
Government grants	1,256,424	1,306,887	1,307,405
Fines and other income	410,985	466,257	427,910
Interest earned	60,000	64,456	54,648
Total Revenues	22,099,861	22,210,051	21,443,755
Expenditures			
Wages and benefits	12,530,072	12,167,973	11,970,003
Branch costs	3,381,853	3,231,038	3,150,374
Miscellaneous library materials	203,275	113,903	192,623
Administrative costs	2,028,062	2,441,428	2,427,623
Retirement benefit accrual	50,000	96,927	11,857
Amortization expense	3,531,236	3,531,236	3,412,899
Total Expenditures	21,724,498	21,582,505	21,165,379
Annual surplus (deficit)	375,363	627,546	278,376
Accumulated surplus, beginning of year	14,438,710	14,438,710	14,160,334
Accumulated surplus, end of year	\$14,814,073	\$15,066,256	\$14,438,710
Which is composed of:			
Internally restricted funds		\$4,826,854	\$4,349,806
Unrestricted funds		\$337,624	\$391,812
Investment in tangible capital assets		\$9,901,778	\$9,697,092
		\$15,066,256	\$14,438,710

The above chart is representative of financial operations for VIRL. Complete audited 2016 financial statements can be found at www.virl.bc.ca.

INSPIRING STORIES

(Our customers share their latest experiences visiting our libraries...)

My name is Patrick. At 60-years-old, I only recently discovered my library and the wonderful staff, services, and opportunities available there. I can't believe it has taken me this long to find my way here! From the very first time I walked through the doors of my Sidney/North Saanich branch, I immediately felt welcomed and excited about all the possibilities that I previously had no idea existed for me.

I could talk about all the DVDs I have access to, and all the books and resources I can choose from. These things are all great. But for me, what makes the library truly special — why I keep coming back day in and day out — are the people. It's the conversations I've had with staff, and the relationships I have developed. The people who work here have helped open my eyes to new ideas, perspectives, and worlds beyond my imagination.

I cannot express how much I appreciate how I have been treated, the professionalism of staff, and their willingness to make the extra effort. The level of customer service I have received has been, in a word, a gift. I feel like a 60-year-old kid in a candy store every time I come to my library. I am so glad I decided to walk through those doors and give my library a try.

Words: Patrick Isaac || Customer

An elderly customer named Mary commented after our first Death Café in January that she's so grateful for the library and the role it has played in her life. She realized how much she looks forward to walking to the library to read the newspaper. She tries to come every day (it gets her out of the house). She says, "I love seeing 'all you girls!'"

Dean occasionally brings us goodies in the morning before we open. He also has a fun game of putting mystery ingredients in his baking and we have fun guessing what it is. The winner wins nothing but fame and glory. We love Dean. (Let us not speak of the green cupcakes he made. Turns out that PEAS were the secret ingredient).

Heather calls in to our Reference Desk to see what she might read, watch or listen to next. She is very appreciative of the time, knowledge and advice offered by our Customer Service Librarians. Recently, Heather said: "I really love the Books-by-Mail service. I want you to know that without the library and being able to call you, I wouldn't have access to all these books and information, thank you!"



“

Having your help to publish my book has been so good! I really appreciate your help...it has been like having a guardian angel. Thank you!”

*Lawrence, self-publisher
(using the Espresso Book Machine)*

”



WANT MORE?
VISIT VIRL.BC.CA



Alberni Valley Museum
and Heritage Commission



June 1, 2017

Janice Hill,
Acting Manager of Administrative Services,
Alberni-Clayoquot Regional District,
3008 Fifth Avenue, Port Alberni, BC V9Y 2E3

Thank you for sending the proposal package from the Friends of Rails to Trails Vancouver Island for the consideration and input of the Alberni Valley Museum & Heritage Commission.

At its May meeting, the Commission resolved that it did not support the conversion of the E & N Corridor to trails. However, it strongly endorsed the need to maintain the corridor as a corridor, and encouraged the construction and use of trails within the rail right-of-way, as long as it was done in a manner that would not compromise the use of the corridor for rail traffic.

Gareth Flostrand,
Chair, Alberni Valley Museum & Heritage Commission

Area 23 Harvest Committee
Port Alberni, B.C.

May 30th, 2017

Draft Summary of a Review of Chinook S1 (Yearlings) Grown at Omega Pacific Hatchery Inc.

In January at the request of Dr. Riddell, of the Pacific Salmon Foundation, in conjunction with Rebecca Reid, Regional Director General, Pacific Region, I provided a list with information to be collected from Fisheries and Ocean's staff to assess the marine survival of Omega Hatchery's chinook S1 releases in comparison to the Salmon Enhancement Program (SEP)'s chinook S0 releases. The difference between S1 and S0 chinook juveniles is that an S1 is reared an additional 12 months in freshwater prior release.

This review arose due to the Minister of Fisheries and Oceans, Honorable Dominic Le Blanc, requesting clarity on Omega's claims of achieving upwards 25x greater marine survivals when compared to SEP's chinook enhancement program

Omega Hatchery had grown smolts for eight chinook S1 releases, all coded wire tagged, from which four brood years of complete data could be reviewed. This included ; Strait of Georgia's (SOG) Phillips River (Br 2009 & 2010) and West Coast Vancouver Island (WCVI) Nahmint (Br 2009) and Sarita (Br 2009) Rivers. The comparison would be between Chinook S0 and S1 smolts released into the same river in the same year, and compared to chinook S0's also released from the nearest SEP Production Hatchery – Quinsam (SOG) and Robertson Creek (WCVI).

Rupert Gale (Gillard Pass Fisheries Association) and Cheryl Lynch and Peter Van Weil (DFO Stock Assessment) provided a comprehensive summary of the S1 and S0 Chinook data for the Phillips River which included juvenile releases, their marine survivals, ocean capture distribution, adult return numbers and composition.

Diana Dobson (DFO) provided a report that summarized the information from Omega's S1 chinook released in the Nahmint and Sarita Rivers, however did not provide the S0 comparative data for these streams. Her report included information from various systems over a variety of release years, some data was incomplete, in particular associated with Omega's S1 results, and other data had a high degree of uncertainty for accuracy due to no CWT data. Previous Robertson Hatchery S1 chinook releases that had inconsistent results were combined with Omega's S1 releases to conclude no difference between S1 and S0 chinook releases.

Diana's marine survival calculations for Omega's Phillips River S1 releases compared to Rupert Gales report were different, 5.7% versus 3.1%, due to methodology yet when compared to the survivals of Omega's S1's for the Nahmint and Sarita was low, despite 3x greater number of CWT recoveries for these two streams. The Pacific Salmon Foundation is waiting for Nahmint and Sarita S0 data, and clarification on the survival estimates, before a report is finalized.

Below is a summary of information to date, based on data provided.

Marine Conditions Affect Juvenile Survivals, so it is essential to compare data from same release years for the chinook S1 to S0's to get an accurate comparison.

Table 1 – Comparison of Survivals for Chinook Juvenile Release to Adults between Omega Hatchery S1 and DFO's S0 smolts grown at Gillard Pass, Quinsam, Nitnat and Robertson Hatchery's which were released in 2011 & 2012 in the Strait of Georgia (SOG) for Phillips and Quinsam Rivers and West Coast Vancouver island (WCVI) for Nahmint and Sarita Rivers and Robertson Creek Hatchery.

SOG	Chinook Smolt type - Release Location	Marine Survival to Adult for Releases in 2011 & 2012	Total Number of Adults From 100,000 Smolt release
<i>Used data from Gale, Lynch, Weil</i>			
Omega	S1 - Phillips	2.4% & 3.9%	2400 & 3900
Gillard	S0 - Phillips	0.7% & 1.7%	100 & 1700
Quinsam (DFO)	S0 - Quinsam	0.1% & 0.1%	100 & 100
WCVI – <i>Used data from Dobson</i>			
Omega	S1 - Sarita	3.4% *	3400
Nitnat(DFO)	S0 - Sarita	0.5%	500
Omega	S1 - Nahmint	3.9% *	3900
Robertson(DFO)	S0 - Nahmint	0.3%	300
Robertson(DFO)	S0 - Robertson	1.7 % & 0.2%	1700 & 200

* marine survival most likely higher as the Nahmint and Sarita had 3x the Coded Wire Tag Recoveries when compared to Phillips River. Estimation of marine survival for Sarita and Nahmint chinook S0 is calculated from known smolts released and adult returns until DFO provides the final numbers.

Table 2 – Marine Survivals for juvenile Chinook released as an S1 grown at Omega Hatchery and as S0's from DFO's Program for the Phillips, Sarita and Nahmint Rivers compared to the nearest DFO Salmon Enhancement Production Facility (SEP).

Comparison based on Results and Calculated for an equal release of 50,000 smolts

Stock & Brood Year	Hatchery chinook juvenile released - S0 or S1*	Release Year	Marine Survival Juvenile release to adult	Total Number of Adults From Smolt Release	Adult Returns To the River Based On In stream Surveys results	Adult River Return Ratio S1 / S0
Strait of Georgia			RG data			
Phillips Br 2009	Omega S1	2011	3.1 %	1550	1265	
Phillips Br 2010	Gillard S0	2011	0.7 %	350	463	4.6 / 1.0
Phillips Br 2010	Omega S1	2012	2.4 %	1200	941	
Phillips Br 2011	Gillard S0	2012	1.7 %	850	512	1.8 / 1.0
Quinsam Br 2009	Quinsam S0 DFO -SEP	2011	0.1 %	50		
Quinsam Br 2010	Quinsam S0 DFO -SEP	2012	0.1 %	50		
West Coast Vancouver Island			DD data			
Sarita Br 2009	Omega S1	2011	3.4 %	1700	493	
Sarita Br 2010	Nitnat-DFO-S0	2011	0.5 % *	250	127*	3.9 / 1.0
Nahmint Br 2009	Omega S1	2011	3.9 %	1950	563	
Nahmint Br 2010	Robertson S0 DFO - SEP	2011	0.3 %*	150	55 *	10.2 / 1.0
Robertson Br 2009	Robertson S0 DFO - SEP	2011	1.7 %	850		
Robertson Br 2010	Robertson S0 DFO - SEP	2012	0.2 %	100		

Sarita and Nahmint - marine survival and adult return calculations appears low, in consideration of considerably higher number of CWT recovered. *values are estimated using Cross multiplication based on juveniles released and adult returns.

Omega Hatchery achieved consistently higher marine survivals and adult returns for three geographically different locations along B.C. South Coast when compared to DFO's program that Releases S0 chinook.

Omega's Program will consistently deliver predictably, higher results no matter which stream the chinook are released from and is an effective way to increase marine survivals and adult returns. Our releases had few jacks, no straying and reappearance of older, larger Tyee returns.

Proposals by Omega for the 2017 Salmon Enhancement Production Plan.

1. **Chinook Special Project Designation** – grow fish for existing enhancement projects relocate 50,000 chinook eggs to Omega to grow as S1 smolts as a secondary strategy to increase the low level runs from 200 to 1500 in four years.
2. **Strait of Georgia** – for two locations release 100,000 chinook S1/ four years to demonstrate marine survivals can be increased to 3.0%+. Quinsam Hatchery last 10 year average survivals have been 0.185% and ten years previous 0.225%. Our proposal is to grow 100k Quinsam stock at Omega hatchery as S1 and release back into the Quisam River. At the current 0.1% survival rate a Quinsam hatchery a release of 3.1 million S0 chinooks requires spawning 770 females to attain 3100 fish to survive to adults, by comparison to Omega's 3.1% survival a release of 100,000 S1 chinook spawning 25 females would provide equivalent results.
3. **West Coast Vancouver Island** – Clayoquot and Barclay Sound , enter 50,000 chinook eggs from the Nahmint River and one or more stream in Clayoquot, either Kennedy or Bedwell (both with natural S1 populations and historically high numbers of returns). Omega to grow S1's for four brood years to increase the adult returns from 200 to over 1500 after four years. All WCVI chinooks are listed as stocks of concern, many enhanced for 35 years releasing S0's which has not increased the returns. Omega is perfectly located to grow small groups of S1 chinook. In Clayoquot - 7 chinook stocks are being enhanced. Through Omega's participation to release an additional S1 strategy in four years these systems could be increased from the current total returns of 2000 chinook to over 15,000.



West Coast Aquatic

#7-5440 Argyle Street
Port Alberni, BC V9Y 1T7
250-724-3600

June 19, 2017

Joy Hillier
South Coast Integrated Coastal Zone Management Coordinator
Pacific Region
Fisheries and Oceans Canada
Via email: joy.hillier@dfo-mpo.gc.ca

Dear Ms. Hillier;

Please accept this letter as a follow up to your presentation to the WCA Governance Board on March 2, 2017. At the meeting the Board expressed an interest in being represented on the Advisory Committee for the proposed large, WCVI offshore MPA. This interest was confirmed by WCA Management Association Executive Director Tawney Lem in an email dated May 31, 2017.

Since that time, we have reviewed the MPA Area of Interest, learned more about the proposed process via the sectoral information meetings that have been held earlier this month, and had further discussions with Board representatives. WCVI communities will be directly and permanently affected by the contemplated protections and need to be front and centre in a locally defined and led process. For these reasons, the Board is proposing that West Coast Aquatic serve as the coordinating body and facilitator for the WCVI offshore MPA advisory process.

This letter is being sent to request that the advisory process for this proposed MPA utilize the West Coast Aquatic governance structure and its associated Terms of Reference. This would include the engagement, information gathering, assessments, refinement of the area of interest, and development of conservation objectives leading up to the MPA designation, as well as the development of a management plan, implementation of the plan, and ongoing monitoring and adaptive management afterwards.

In line with the enabling legislation of Canada's *Ocean Act*, WCA's Governance Board was created through a two year negotiation process. As an integrated ecosystem body, the geographic scope of the Board's mandate extends offshore to the 200 nautical mile limit of the Exclusive Economic Zone. Consistent with the intent of the MPA, objectives of the Board include the protection and management of aquatic resources through use of consolidated information and a precautionary approach. The Board also seeks to ensure that sustainable economic benefits are maintained for coastal communities.

The Board includes Nuu-chah-nulth First Nations, government representation, and sectoral interests (commercial fishing, sport fishing, aboriginal fishing, environment, labour, aquaculture, processing, tourism & recreation, marine transportation, forestry) and

maintains the relationships necessary for robust engagement. The Terms of Reference is consensus based, inclusive of decision-making and procedural points, and can provide a strong foundation that can be adapted as needed for this specific process.

Members of the Board are available to discuss this proposal further with you at your convenience. A response can be provided to Tawney Lem at tawney@westcoastaquatic.ca.

Thank you for your consideration,

Tony Bennett, WCA Governance Board Co-Chair



File: 18046-30/PM2017

June 13, 2017

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

Via Email: mirg@acrd.bc.ca

Re: Replacement of BCTS Strait of Georgia Business Area's East and Southwest Coast Forest Stewardship Plan

Dear Mike Irg, Manager of Planning and Development,

The purpose of this letter is for BC Timber Sales (BCTS), Strait of Georgia Business Area to provide notification of the commencement of the review and comment period for the replacement of its East and Southwest Coast Forest Stewardship Plan (FSP) with its new Pacific Maritime FSP. Otter Point Timber Ltd., Timco Trading Ltd., Rosewall Forest Tenure Holdings Ltd., and Qala:yit Forestry Limited Partnership will also be parties signatory to the Pacific Maritime FSP.

FSPs are the main strategic-level planning document for forest practices under the *Forest and Range Practices Act*. The FSP will have a five year term and will govern how practices of FSP signatories meet legal requirements in the portions of the Rosewall, Little Qualicum, Nanoose, Millstone, Nanaimo, Chemainus, Cowichan, Koksilah, San Juan, Loss, Gordon, and Nitinat Landscape Units that overlap the Plan area, all of which are located in the South Island Natural Resource District.

The areas covered by this plan are shown in the attached overview map. Please note that the FSP covers strategic-level practices on landscape level planning units called "Forest Development Units". Site-specific planning of cutblocks and the roads accessing them takes place further along in the planning horizon. If you have an interest in a specific geographic area where you wish to be notified of cutblocks and roads under development, please respond to this letter (as below), outlining your interest and its location. Once made known, we will be able to follow up with you during future site-specific planning processes.

Page 1 of 2

Ministry of Forests,
Lands and Natural
Resource Operations

BC Timber Sales
Strait of Georgia Business Area

Location:
370 South Dogwood Street
Campbell River

Mailing Address:
370 South Dogwood Street
Campbell River, BC V9W 6Y7

Tel: (250) 286-9300
Fax: (250) 286-9420

The draft FSP document and associated maps can be viewed online at:
http://www.for.gov.bc.ca/bcts/areas/TSG/TSG_FSP.htm . A copy can be viewed by appointment at either of the following BCTS Timber Sales Offices:

- 370 South Dogwood Street, Campbell River, V9W 6Y7
- 4885 Cherry Creek Road, Port Alberni, V9Y 8E9

Please contact Lindley Little, Planning Forester, by phone at (250)286-9349 or by email at Lindley.Little@gov.bc.ca to arrange a time to view the documents.

The FSP is available for public review and comment until August 11, 2017. Please provide any comments or questions about the FSP (or your request for future, site-specific notifications) in writing to Lindley Little at Lindley.Little@gov.bc.ca , via fax at (250)286-9420, or to the Campbell River mailing address noted above. In order that feedback from this referral period can be considered prior to the final submission of the FSP document, written comments must be received on or before August 11, 2017.

Thank you for your consideration.

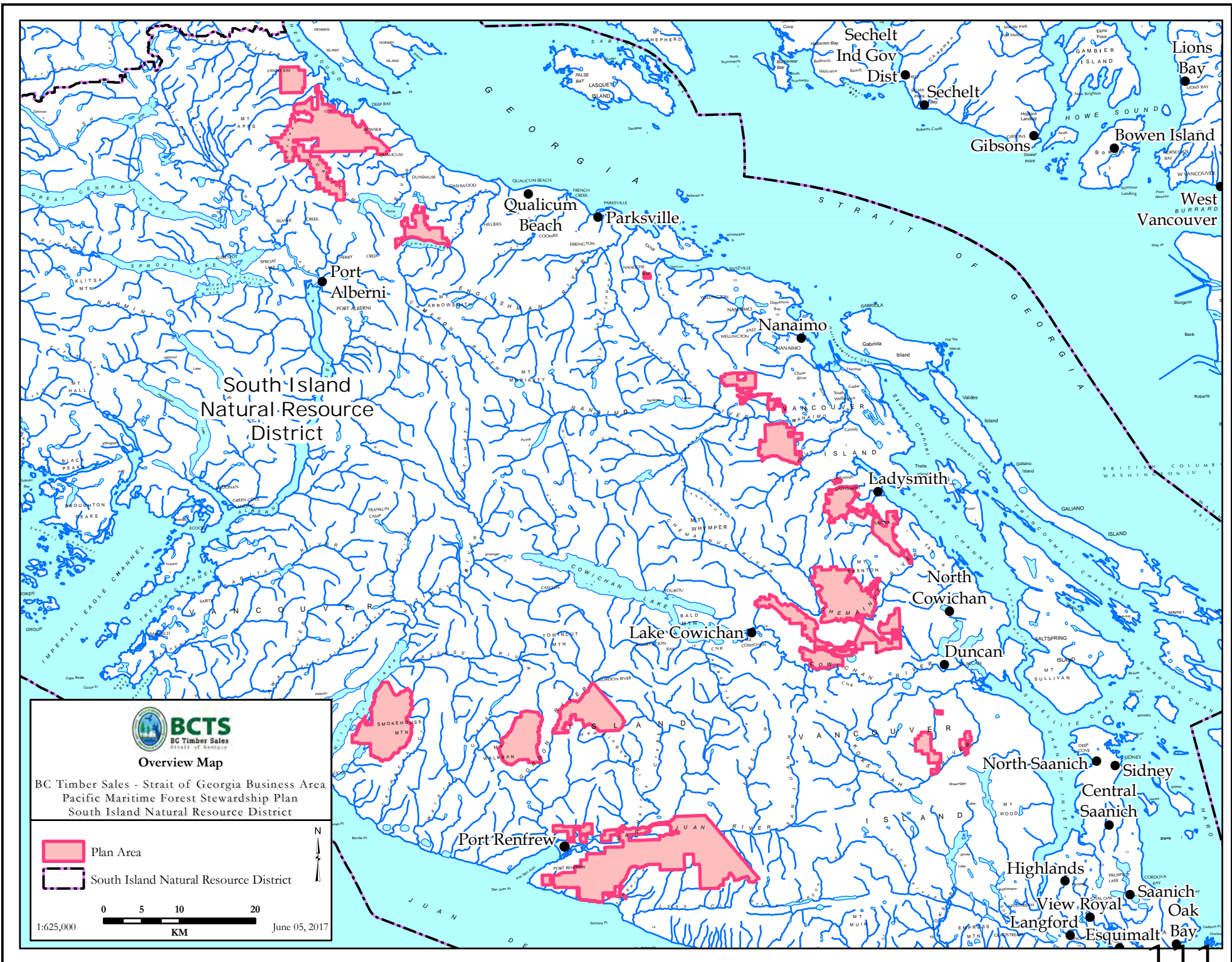
Sincerely,

A handwritten signature in black ink, appearing to read 'Lindley Little', enclosed within a large, loopy circular flourish.

Lindley Little, RPF
Planning Forester
BCTS Strait of Georgia

Attachment(s): Proposed Pacific Maritime FSP Overview Map

Pc: Rhonda Morris, District Manager, South Island Natural Resource District
Nick Clarke, Woodlands Supervisor, BCTS Port Alberni

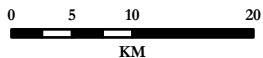


Overview Map

BC Timber Sales - Strait of Georgia Business Area
 Pacific Maritime Forest Stewardship Plan
 South Island Natural Resource District

 Plan Area

 South Island Natural Resource District



1:625,000

June 05, 2017



REQUEST FOR DECISION

To: Board of Directors

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

Meeting Date: June 28, 2017

Subject: 2016 Statement of Financial Information - Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approve the 2016 Statement of Financial Information (SOFI) including all of the statements and schedules for the following organizations:

- *Alberni-Clayoquot Regional District*
- *Alberni-Clayoquot Regional Hospital District*

Summary:


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

Background:

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

Policy or Legislation:

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

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

Approved by: 
Wendy Thomson, Acting Chief Administrative Officer



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

STATEMENT OF FINANCIAL INFORMATION PERIOD ENDED DECEMBER 31, 2016

Table of Contents

Audited Financial Statements which includes:

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Consolidated Financial Statements
Year Ended December 31, 2016

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Index to Consolidated Financial Statements

Year Ended December 31, 2016

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Management's Responsibility for Financial Reporting

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

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

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

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



Teri Fong, CPA, CGA
Manager of Finance

Port Alberni, BC

INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying consolidated financial statements of Regional District of Alberni-Clayoquot, which comprise the consolidated statement of financial position as at December 31, 2016 and the consolidated statements of operations, changes in net financial assets, changes in accumulated surplus and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

(continues)

1

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

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Regional District of Alberni-Clayoquot as at December 31, 2016 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

R. Anderson & Associates Inc.

Port Alberni, BC
May 10, 2017

CHARTERED PROFESSIONAL ACCOUNTANTS



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**Consolidated Statement of Financial Position**

Year Ended December 31, 2016

	2016	2015
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 14,385,248	\$ 13,029,383
Portfolio investments (Note 2)	1,906	1,653
Accounts receivable (Note 3)	962,532	845,793
Term receivables from municipalities (Note 4)	14,395,429	15,085,072
Municipal Finance Authority debt reserve deposit (Note 5)	690,865	730,555
Inventories for resale	36,009	47,704
	30,471,989	29,740,160
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	1,518,599	969,940
Deferred revenue	193,981	102,953
Deposits (Note 6)	68,050	43,050
Restricted revenues (Notes 7, 8)	2,492,736	2,097,897
Short term borrowing	3,000,742	-
Landfill closure liability (Note 9)	2,399,371	2,187,854
Municipal Finance Authority debt reserve (Note 5)	690,865	730,555
Capital leases (Note 10)	11,679	44,455
Debenture debt (Note 12), Schedule 1	15,164,289	15,890,853
	25,540,312	22,067,557
NET FINANCIAL ASSETS	4,931,677	7,672,603
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 13), Schedule 2	34,942,853	28,972,396
Inventories of supplies	171,916	246,758
Prepaid expenses	68,589	60,466
	35,183,358	29,279,620
ACCUMULATED SURPLUS	\$ 40,115,035	\$ 36,952,223

Contingent liabilities (Note 19)



Teri Fong, CPA, CGA
Manager of Finance

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Operations

Year Ended December 31, 2016

	2016 Budget	2016 Actual	2015 Actual
REVENUE			
Tax requisitions	\$ 5,592,567	\$ 5,597,243	\$ 5,026,817
Grants in lieu of taxes	30,500	96,386	97,896
Services provided to other governments	74,000	133,729	86,740
Sales of services	3,404,600	3,677,581	3,549,108
Miscellaneous revenue	585,199	722,890	1,108,115
Government transfers			
Conditional	4,087,552	2,279,781	379,395
Unconditional	125,000	187,763	197,072
	13,899,418	12,695,373	10,445,143
EXPENSES			
General government services	1,346,000	1,244,340	1,127,024
Electoral area administration	77,000	64,586	62,929
Management of development - rural	367,000	301,916	287,632
Regional planning services	179,500	158,418	153,289
Building inspection services	239,000	215,876	202,665
Park services	174,500	140,094	124,930
Fire protection services	638,559	586,994	582,922
Landfill services	2,803,500	2,382,240	2,499,394
AV water study	44,000	32,798	58,458
Custom transit	555,000	469,881	462,943
Airport services	525,750	424,306	387,017
Amortization of tangible capital assets	901,250	949,784	965,383
Street lighting	2,340	2,290	2,224
Emergency planning	316,715	200,968	186,031
E911 telephone services	299,151	298,399	293,979
Vancouver Island library services	450,090	450,088	424,608
South Long Beach bike path	1,902	1,802	12,398
Grant-in-aid	423,842	341,093	283,138
Noise control	11,300	4,434	4,926
Animal control	11,072	2,433	3,011
Multi-purpose arena contribution	221,675	228,060	199,262
Water systems	1,029,802	772,307	872,358
Salmon Beach	398,403	259,456	198,861
	11,017,351	9,532,563	9,395,382
ANNUAL SURPLUS	\$ 2,882,067	\$ 3,162,810	\$ 1,049,761

The accompanying notes are an integral part of these financial statements

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Changes in Accumulated Surplus

Year Ended December 31, 2016

	2016 Budget	2016 Actual	2015 Actual
ACCUMULATED SURPLUS - BEGINNING OF YEAR			
As previously reported	\$ 36,952,223	\$ 36,952,223	\$ 35,903,945
Prior period restatement <i>(Note 14)</i>	-	-	(1,483)
As restated	36,952,223	36,952,223	35,902,462
ANNUAL SURPLUS	2,882,067	3,162,810	1,049,761
ACCUMULATED SURPLUS - END OF YEAR	\$ 39,834,290	\$ 40,115,031	\$ 36,952,223

The accompanying notes are an integral part of these financial statements

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Statement of Changes in Net Financial Assets

Year Ended December 31, 2016

	2016 Budget	2016 Actual	2015 Actual
ANNUAL SURPLUS	\$ 2,882,067	\$ 3,162,810	\$ 1,049,761
Acquisition of prepaids	-	(8,122)	(11,017)
Acquisition of inventory of supplies	-	74,839	8,166
Acquisition of tangible capital assets	-	(6,920,240)	(2,339,088)
Amortization	901,250	949,784	965,383
	901,250	(5,903,739)	(1,376,556)
CHANGE IN NET FINANCIAL ASSETS	3,783,317	(2,740,929)	(326,795)
NET FINANCIAL ASSETS - BEGINNING OF YEAR	7,672,603	7,672,603	7,999,410
NET FINANCIAL ASSETS - END OF YEAR	\$ 11,455,920	\$ 4,931,674	\$ 7,672,615

The accompanying notes are an integral part of these financial statements

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**Consolidated Statement of Cash Flow**

Year Ended December 31, 2016

	2016	2015
OPERATING ACTIVITIES		
Annual surplus	\$ 3,162,810	\$ 1,049,761
Item not affecting cash:		
Amortization of tangible capital assets	949,784	965,383
	4,112,594	2,015,144
Changes in non-cash working capital (<i>Note 15</i>)	1,232,718	550,875
	5,345,312	2,566,019
FINANCING ACTIVITIES		
Term receivables from municipalities	689,643	(2,196,609)
Proceeds from short-term debt financing	3,000,742	-
Proceeds from debenture debt financing	-	2,912,000
Repayment (advances) of long term debenture debt	(527,536)	(537,922)
Repayment of obligations under capital lease	(32,775)	(45,658)
Actuarial adjustment of long term debt	(199,028)	(212,970)
	2,931,046	(81,159)
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(6,920,240)	(2,339,088)
INVESTING ACTIVITIES		
Addition to portfolio investments	(253)	-
INCREASE IN CASH FLOW	1,355,865	145,772
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	13,029,383	12,883,611
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 14,385,248	\$ 13,029,383
CASH AND CASH EQUIVALENTS CONSISTS OF:		
Bank balances	\$ 14,385,248	\$ 13,029,383

The accompanying notes are an integral part of these financial statements

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

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

Budget reporting

The unaudited budget information reported in the consolidated statement of operations, the consolidated statement of changes in accumulated surplus and the consolidated statement of changes in net financial assets represents the 2016 budget as adopted by the District's Board on March 23, 2016.

Financial instruments

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

Investments

Investments are carried at cost which approximate market value.

Portfolio investments

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

Inventory

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

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

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

Revenue and expenditure recognition

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

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

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

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

Deferred and restricted revenues

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

Accrued Employee Benefits

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

Post Employment Benefits

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

Debenture debt

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

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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

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

Government transfers

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

Tangible capital assets

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

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

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

Measurement uncertainty

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

2. PORTFOLIO INVESTMENTS

	2016	2015
Alberni District Co-op Association equity shares	\$ 1,906	\$ 1,653

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

3. ACCOUNTS RECEIVABLE

	2016	2015
Trade and other receivables	\$ 608,159	\$ 786,202
Goods and services tax recoverable	30,898	66,038
Government of Canada	45,089	-
Province of British Columbia	274,196	1,762
Local governments	37,150	-
Subtotal	995,492	854,002
Less allowances for doubtful accounts	(32,958)	(8,210)
Accounts receivable - net	\$ 962,534	\$ 845,793

4. TERM RECEIVABLES FROM MUNICIPALITIES

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

	2016	2015
City of Port Alberni	\$ 10,783,927	\$ 11,147,582
District of Tofino	889,637	932,358
District of Ucluelet	1,694,651	1,749,371
Multiplex Arena	1,027,214	1,255,761
	\$ 14,395,429	\$ 15,085,072

5. DEBT RESERVE FUND

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

6. DEPOSITS

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

	2016	2015
Performance deposits	\$ 68,050	\$ 43,050

7. RESTRICTED REVENUES

	2016	2015
Development cost charges (Note a)	\$ 61,730	\$ 3,785
Parkland deferred contributions (Note b)	328,584	325,511
Gas tax unspent funds (Note 8)	2,102,421	1,768,601
	\$ 2,492,735	\$ 2,097,897

- a) The regional district receives contributions from developers for the development of the water and sewer infrastructure. These restricted contributions are recognized as revenue in the years in which the capital projects are undertaken. Developer contributions paid in advance of infrastructure works are recorded as restricted revenue. Developer contributions received during the year were \$57,600 (2015 - \$NIL). Interest earned on developer contributions is restricted and deferred; interest earned during the year was \$346 (2015 - \$40). Developer contributions expended on capital projects during the year was \$Nil (2015 - \$Nil).
- b) The regional district receives contributions from developers for the future acquisition of parkland. These restricted contributions are recognized as revenue in the years in which the parkland is subsequently acquired. Developer contributions received during the year were \$Nil (2015 - NIL). Interest earned on parkland contributions is restricted and deferred; interest earned during the year was \$3,073 (2015 - \$3,348). Parkland acquired during the year was \$Nil (2015 - \$Nil).

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

8. COMMUNITY WORKS FUNDS

The Federal Gas Tax Fund is provided by the Government of Canada. The Community Works Fund provides funding to local governments for eligible expenditures of eligible projects in accordance with an agreement between the Regional District and the Union of British Columbia Municipalities. In 2014 the Regional District entered into the Renewed Gas Tax Agreement that expanded the eligible categories to include projects for the following types of infrastructure: water, solid waste, airports, disaster mitigation, recreation infrastructure as well as capacity building.

	2016	2015
Opening balance of unspent funds	\$ 1,768,601	\$ 1,466,831
Add amount received during the year	466,542	451,343
Add interest earned	17,278	14,764
Less eligible expenditures made during the year	(150,000)	(164,337)
Closing balance of unspent funds	\$ 2,102,421	\$ 1,768,601

9. SOLID WASTE LANDFILL CLOSURE AND POST CLOSURE LIABILITY

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

10. OBLIGATIONS UNDER CAPITAL LEASES

The Regional District has financed assets under capital leases in the amount of \$84,270 (2015 - \$243,320), consisting of the Long Beach Airport Kubota loader. The Bamfield Volunteer Fire Department Hall was paid in full on July 28, 2016. The Principal payments on these capital leases in 2016 totaled \$32,775 (2015 - \$45,659). The outstanding obligation balance for leased capital assets as at December 31, 2016 was \$11,679 (2015- \$44,455).

The capital lease for the Long Beach Airport Kubota loader was transferred from the MFA Leasing Corporation to the MFA Equipment Financing Program on July 22, 2016. The current applicable interest rate in the Equipment Financing Program is 1.39%. In 2016, interest expenditures related to lease liabilities were \$923 (2015- \$1,254).

The remaining equipment financing payment commitments are:

2017	\$	11,740
Total minimum lease payments		11,740
Less: amount representing interest		<u>61</u>
Net obligation under capital lease	\$	<u>11,679</u>

11. SHORT TERM DEBT

Short-term debt consists of borrowing from the Municipal Finance Authority (MFA) for interim funding for the Alberni Valley Regional Airport (AVRA) expansion project during construction. The debt bears interest at a variable rate that is paid monthly. The rate at December 31, 2016 was 1.44%. Regular principal payments are not required and a Loan Authorization bylaw is in place to convert the short-term debt into debenture debt upon completion of the project.

	2016	2015
AVRA Expansion Project	\$ 3,000,742	\$ -

12. DEBENTURE DEBT

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

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

2017	\$	682,916
2018		711,081
2019		740,415
2020		770,966
2021		523,073
Thereafter		<u>11,735,838</u>

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

12. DEBENTURE DEBT (continued)

\$ 15,164,289

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

13. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2016 Net book value	2015 Net book value
Airport	\$ 7,665,473	\$ 1,681,885	\$ 5,983,588	\$ 5,905,178
Fire departments	5,038,610	2,444,665	2,593,945	2,456,063
Office and administration	2,110,503	1,352,965	757,538	710,994
Land	5,143,634	-	5,143,634	5,143,634
Landfills	10,424,371	1,941,357	8,483,014	8,065,075
Parks	406,347	173,131	233,216	247,869
Salmon beach	726,843	301,114	425,729	455,888
Water systems	2,705,270	1,651,756	1,053,514	1,126,217
Beaver Creek water system	7,239,053	3,087,793	4,151,260	3,779,840
Assets under construction	6,117,415	-	6,117,415	1,081,638
	\$ 47,577,519	\$ 12,634,666	\$ 34,942,853	\$ 28,972,396

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

For information on assets under capital lease included above see (Note 10).

14. PRIOR PERIOD RESTATEMENT

The prior period has been restated as follows:

- a) During the current year it was noted that entries were made in the system after the financial statements had been prepared.

The effect of the above restatement is as follows:

	As reported	Note a	As restated
Cash and cash equivalents	\$ 13,029,291	\$ 92	\$ 13,029,475
Accounts receivable	844,402	1,391	847,184
Sales of services	3,547,625	1,483	3,550,591
Annual surplus	1,048,278	1,483	1,051,244

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

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

	2016	2015
Accounts receivable	\$ (116,739)	\$ (168,095)
Inventories for resale	11,695	(989)
Inventories of supplies	74,842	8,166
Accounts payable and accrued liabilities	548,659	220,564
Deferred revenue	91,028	(13,050)
Prepaid expenses	(8,123)	(11,017)
MFA Debt reserve deposit	39,690	(231)
Deposits	25,000	(1,000)
MFA debt reserve	(39,690)	231
Restricted revenues	394,839	305,158
Landfill closure liability	211,517	211,138
	\$ 1,232,718	\$ 550,875

16. FINANCIAL INSTRUMENTS

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

17. THE NORTH ISLAND 9-1-1 CORPORATION

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

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

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

18. RELATED PARTIES

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

19. CONTINGENT LIABILITIES AND COMMITMENTS

a) CLAIMS

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

b) ENVIRONMENTAL REGULATIONS

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

c) PENSION LIABILITY

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2016, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include 37,000 contributors from local governments.

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

19. CONTINGENT LIABILITIES AND COMMITMENTS *(continued)*

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit. The most recent valuation for the Municipal Pension Plan as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan. The Alberni-Clayoquot Regional District paid \$141,799 for employer contributions to the plan in fiscal 2016 (2015 - \$124,697). Employees contributed \$129,469 to the plan in fiscal 2016 (2015 - \$125,364).

(continues)

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

19. CONTINGENT LIABILITIES AND COMMITMENTS *(continued)*

d) SICK LEAVE ENTITLEMENTS

Based on obligations as determined by collective agreements and contractual arrangements for sick leave, employees' sick leave entitlements accumulate. However as sick leave benefits are only payable for sick leave and are not payable upon leaving the regional district the amounts are recognized as an expense only when a claim is made. As at December 31, 2016 accumulated sick leave amounted to \$367,790 (2015 - \$340,953).

e) CONTRACTUAL OBLIGATIONS FOR LEASED PREMISES

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

20. COMPARATIVE FIGURES

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

21. BUDGET RECONCILIATION

Budget figures are unaudited and represent the Financial Plan Bylaw adopted by the Board on March 23, 2016 and as amended December 9, 2016. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the Local Government Act of BC. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The budget contains certain revenue and expense recognition principles that do not comply with Public Sector Accounting Standards, therefore, certain budget amounts have been restated to conform to the general purpose financial statement presentation.

Adjustments to the 2016 budgeted annual surplus

Consolidated financial plan balanced cash budget as approved March 23, 2016 updated for amendments approved December 9, 2016	\$	26,656
Add transfers to reserves		5,750,121
Add principal debt payments		189,600
Less surplus from prior years		(1,935,072)
Less committed surplus from prior years		(247,988)
Less amortization		(901,250)

Consolidated accrual budgeted annual surplus	\$	2,882,067
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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Notes to Consolidated Financial Statements

Year Ended December 31, 2016

22. CONTAMINATED SITES

During 2016, the ACRD evaluated all sites for which an environmental standard exists and for which it is directly responsible, and has concluded that no contamination exists that exceeds an environmental standard. Accordingly, no amount has been accrued in the financial statements as a liability for contaminated sites.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Consolidated Schedule of Debenture Debt

(Schedule 1)

Year Ended December 31, 2016

Purpose	By-law	MFA Issue	Type of Security Issued	Maturity date	Term	Rate	Amount Borrowed	Total instalments to date	Actuarial addition	2016 Balance	2015 Balance	2017 Requirements as of December 31, 2016	
												Principal	Interest
Arena F1027	F1037	73	Sinking fund	01 Dec 2020	20	2.100%	\$3,579,209	\$ 2,208,850	\$ 366,883	\$ 1,003,476	\$1,227,931	\$ 118,648	\$ 75,163
Arena F1027	F1041	75	Sinking fund	01 Dec 2021	20	1.750%	68,332	37,626	6,967	23,739	27,831	2,067	1,196
Port Alberni 1004	1004	64	Sinking fund	25 Sep 2016	10	4.430%	245,300	205,177	40,123	-	18,746	-	-
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2031	25	1.750%	3,375,064	861,717	111,281	2,402,066	2,517,414	81,042	59,064
Port Alberni F1062	1062	97	Sinking fund	19 Apr 2016	10	4.660%	438,170	388,057	50,113	-	51,945	-	-
Port Alberni F1111	1111	130	Sinking fund	14 Oct 2044	30	3.000%	5,750,000	205,046	4,101	5,540,853	5,647,477	102,523	172,500
Port Alberni F1114	F1114	131	Sinking fund	08 Apr 2035	20	2.200%	912,000	32,249	-	879,751	912,000	32,249	20,064
Port Alberni F1114	F1114	131	Sinking fund	08 Apr 2045	30	2.200%	2,000,000	38,743	-	1,961,257	2,000,000	38,743	44,000
Salmon Beach F1079	F1096	117	Sinking fund	12 Oct 2031	20	3.250%	939,800	157,801	13,139	768,860	805,781	31,560	30,544
Tofino F1062	1062	97	Sinking fund	19 Apr 2031	25	1.750%	1,250,000	319,148	41,215	889,637	932,358	30,015	21,875
Ucluelet F1074	F1095	117	Sinking fund	12 Oct 2036	25	3.250%	1,948,000	233,876	19,474	1,694,650	1,749,370	46,775	63,310
										\$15,164,289	\$5,890,853	\$ 483,622	\$ 487,716

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

(Schedule 2)

Year Ended December 31, 2016

	Cost				Accumulated Amortization				2016 Net Book Value	2015 Net Book Value	
	Opening Balance	Acquisitions	Transfers	Disposals	Closing Balance	Opening Balance	Amortization	Disposals			2016
Airport	\$ 7,339,340	\$ 5,395,845	\$ (5,069,712)	\$ -	\$ 7,665,473	\$ (1,434,161)	\$ (247,723)	\$ -	\$ (1,681,884)	\$ 5,983,589	\$ 5,905,179
Fire department	4,742,967	237,074	58,569	-	5,038,610	(2,286,904)	(157,760)	-	(2,444,664)	2,593,946	2,456,063
Office and administration	1,998,768	118,735	(7,000)	-	2,110,503	(1,287,774)	(65,191)	-	(1,352,965)	757,538	710,994
Land	5,143,634	-	-	-	5,143,634	-	-	-	-	5,143,634	5,143,634
Landfills	9,853,527	550,066	20,779	-	10,424,372	(1,788,451)	(152,905)	-	(1,941,356)	8,483,015	8,065,076
Parks	399,679	8,547	(4,071)	(2,192)	406,347	(151,810)	(23,514)	2,192	(175,324)	231,023	247,869
Salmon Beach	718,723	18,079	(9,959)	-	726,843	(262,835)	(38,279)	-	(301,114)	425,729	455,888
Water systems	2,665,663	81,253	(41,648)	-	2,705,268	(1,539,447)	(112,310)	-	(1,651,757)	1,053,511	1,126,216
Beaver Creek water system	6,715,532	506,257	17,265	-	7,239,054	(2,935,692)	(152,101)	-	(3,087,793)	4,151,261	3,779,840
Under construction	1,081,638	-	5,035,777	-	6,117,415	-	-	-	-	6,117,415	1,081,638
	\$40,659,471	\$ 6,915,856	\$ -	\$ (2,192)	\$47,577,519	\$ (11,687,074)	\$ (949,783)	2,192	\$ (12,636,857)	\$34,940,661	\$28,972,397

The accompanying notes are an integral part of these financial statements



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Guarantee and Indemnity Agreements

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



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Schedule of Remuneration and Expenses**

1. Elected Officials

Name	Position	Remuneration	Expenses
Baden, Robert	Alternate Director	\$120	\$105
Banton, Lucas	Director	\$9,674	\$9,629
Bennett, Tony	Director	\$11,971	\$14,843
Cootes, Wilfred	Director	\$4,657	\$4,159
Cote, Penny	Vice-Chairperson	\$14,969	\$16,379
Craig, Pamela	Alternate Director	\$153	\$77
Jack, John	Director	\$107	\$3,030
Johnsen, Kirsten	Director	\$1,816	\$1,511
Kokura, Mike	Director	\$8,493	\$6,983
McCarthy, Alan	Director	\$0	\$1,721
McLeman, Jack	Director	\$5,425	\$2,803
McMaster, Duncan	Alternate Director	\$254	\$482
McNabb, John	Director	\$9,677	\$8,652
Mole, Sally	Alternate Director	\$227	\$213
Osborne, Josie	Chairperson	\$11,991	\$11,300
Paulson, Ronald	Alternate Director	\$473	\$237
Plonka, Noah	Alternate Director	\$120	\$162
Rogers, Lindsay	Alternate Director	\$320	\$160
Ruttan, Micheal	Director	\$5,580	\$3,063
Shannon, Tanya	Alternate Director	\$107	\$53
St, Jacques, Diane	Director	\$6,894	\$6,327
Wyton, Keith J	Director	\$9,865	\$10,003
Total Elected Officials		\$102,893	\$101,892

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

Name	Position	Remuneration	Expenses
Dyer, Alex	Planner	\$75,186	\$3,185
Dyson, Russell	Chief Administrative Officer	\$144,768	\$2,680
Fortune, Mark	Airport Superintendent	\$80,498	\$4,693
Fredlund, Dan	Maintenance Technician Leadhand	\$79,936	\$1,616
Irg, Michael	Manager of Planning	\$104,217	\$858
Looker, Bryan K	Maintenance Technician	\$76,052	\$742
McGifford, Andrew	Manager of Enviro Services	\$106,115	\$2,693
Stefani, Luc	Building Inspector/Property Maintenance Coordinator	\$78,846	\$790
Thomson, Wendy	Manager of Admin Services	\$102,176	\$480
Consolidated total of other employees with remuneration of \$75,000.00 or less		\$944,613	15,908
Total Other Employees		\$1,792,407	\$33,644



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Schedule of Remuneration and Expenses (Continued)

3. **Reconciliation**

Total Remuneration – Elected Officials	\$102,893
Total Remuneration – Other Employees	\$1,792,407
Subtotal	\$1,895,300
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

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



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Severance Agreements

There were no severance agreements made between the Regional District of Alberni-Clayoquot and its non-unionized employees during the 2016 fiscal year.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers

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

Supplier Name	Aggregate Amount Paid to Supplier
666082 BC LTD (Alberni Valley Bulldogs)	\$27,221
Adelhardt Concrete Plus	\$40,784
Agat Laboratories	\$25,385
Aines & Tyler Electric	\$93,882
Al Brown Roofing	\$58,068
Andrew Sheret Ltd	\$94,690
AON Reed Stenhouse Inc	\$46,939
Bailey Western Star Truck Inc	\$298,483
BC Hydro	\$135,535
BC Transit	\$212,591
Berry & Vale Contracting Ltd	\$1,671,996
Bowerman Excavating Ltd	\$3,287,385
Butler, Les	\$39,742
CDW Canada Inc	\$36,411
Certitech IT Services	\$76,650
City of Port Alberni	\$173,764
Copcan Civil Ltd	\$122,119
Corix Water Products Ltd	\$37,531
DeWitt, Marcie	\$81,244
District of Ucluelet	\$34,753
Eden Tree Farm and Gardening	\$32,496
Enex Fuels	\$36,265
Holder, Dan	\$100,481
Koers & Associates Engineering Ltd	\$114,571
McElhanney Consulting Services Ltd	\$34,211
McGill & Associates Engineering	\$110,411
MFA Leasing	\$29,391
Municipal Finance Authority of BC	\$1,116,218
Municipal Insurance Association	\$45,829
Municipal Pension Plan	\$260,710
North Island 911 Corporation	\$291,111
Pacific Blue Cross	\$91,052
Piteau Associates	\$82,946
Raylec Power Ltd	\$1,303,890
Rayner Bracht Ltd.	\$36,212
Receiver General for Canada	\$508,149



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

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

Rocky Mountain Phoenix	\$41,074
Safetek Emergency Vehicles Ltd	\$115,449
Smith, Ryan	\$67,625
Sonbird Refuse & Recycling	\$163,565
Stewart McDannold Stuart	\$46,457
Sun Coast Waste Services	\$287,650
Telus	\$27,190
Tetra Tech EBA Inc	\$425,610
Vadim Computer Management Group Ltd	\$27,545
Vancouver Island Regional Library	\$447,088
Worksafe BC	\$25,534
Total Suppliers Equal & Over \$25,000	\$12,489,789
Total Suppliers Under \$25,000	\$1,591,623
Total Suppliers	\$14,081,412



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

1. Suppliers who received payments for grants and contributions

Supplier Name	Aggregate Amount Paid to Supplier
Air Quality Council	\$5,000
Alberni District Fall Fair Association	\$1,000
Alberni Valley Chamber of Commerce	\$4,000
Alberni Valley Enhancement Association	\$4,000
Alberni Valley Hospice Society	\$13,000
Alberni Valley Rescue Squad	\$6,000
Alberni Valley Social Planning Committee	\$11,552
Alberni Valley Wrestling Club	\$1,500
Arrowsmith Amateur Radio Club	\$9,329
Art Matters Society	\$1,600
Bamfield Community Affairs Society	\$10,000
Better at Home	\$1,500
Central West Coast Forest Society	\$7,000
Cherry Creek Waterworks District	\$7,500
City of Port Alberni	\$134,994
Music by the Sea	\$2,000
Pacific Rim Hospice Society	\$1,500
Port Alberni Friendship Center	\$5,000
Port Alberni Marine Rescue	\$6,000
Port Alberni Marine Heritage Society	\$5,000
Port Alberni Victim Services Society	\$26,000
Sproat Lake Community Association	\$11,900
Strawberry Isle Research Society	\$1,000
Vancouver Island North Film Commission	\$7,500
West Coast Aquatic	\$17,000
West Coast Community Resources Society	\$20,000
West Coast Inland Search & Rescue Society	\$6,000
Total Grants and Contributions	\$326,875



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Schedule of Payments to Suppliers (Continued)

2. Reconciliation

Total of Aggregate Payments Equal to or Exceeding \$25,000.00	\$12,489,789
Consolidated Total of Payments Less Than \$25,000.00	\$1,591,623
Total of Aggregate Payments for Grants & Contributions	\$326,875
Subtotal	\$14,408,287
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

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



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

Statement of Financial Information Approval

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

John Jack, Chair
June 28, 2017

Teri Fong, CPA, CGA, Manager of Finance
June 20, 2017



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

MANAGEMENT REPORT

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

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

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

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

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

On behalf of the Alberni-Clayoquot Regional District

Teri Fong, CPA, CGA
Manager of Finance
June 20, 2017



ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

STATEMENT OF FINANCIAL INFORMATION PERIOD ENDED DECEMBER 31, 2016

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Audited Financial Statements which includes:

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

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT
Financial Statements
Year Ended December 31, 2016

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

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Year Ended December 31, 2016

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INDEPENDENT AUDITOR'S REPORT

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

I have audited the accompanying financial statements of Alberni-Clayoquot Regional Hospital District, which comprise the statement of financial position as at December 31, 2016 and the statements of operations and changes in accumulated surplus, net financial assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements in accordance with the basis of accounting described in Note 2, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

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

(continues)

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

the financial statements.

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

Opinion

In my opinion, the financial statements of Alberni-Clayoquot Regional Hospital District for the year ended December 31, 2016 are prepared, in all material respects, in accordance with the basis of accounting described in Note 2.

Basis of Accounting and Restrictions on Use

Without modifying my opinion, I draw attention to Note 2 to the financial statements, which describes the basis of accounting. These financial statements, which have not been, and were not intended to be, prepared in accordance with Canadian generally accepted accounting principles, are solely for the information and use of the Chairperson and Directors of the Alberni-Clayoquot Regional Hospital District and the Ministry of Health for complying with the Hospital District Act. These financial statements are not intended to be and should not be used by anyone other than the specified users or for any other purpose.

R. Anderson & Associates Inc.

Port Alberni, B.C.
May 10, 2017

CHARTERED PROFESSIONAL ACCOUNTANT

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Financial Position

December 31, 2016

	2016	2015
FINANCIAL ASSETS		
Cash	\$ 2,369,954	\$ 2,565,333
Accounts receivable (Note 3)	1,937	2,026
Municipal Finance Authority debt reserve deposit (Note 4)	838,408	851,618
Grants to district hospitals - capitalized	4,622,933	5,584,350
	7,833,232	9,003,327
FINANCIAL LIABILITIES		
Accrued interest	25,152	34,202
Municipal Finance Authority debt reserve (Note 4)	838,408	851,618
Reserves related to Section 20(3)	1,983,025	1,899,745
Debenture debt (Note 6) (Schedule 1)	4,887,169	5,848,586
Unamortized debenture discount (Note 6)	42,734	42,734
	7,776,488	8,676,885
NET FINANCIAL ASSETS AND ACCUMULATED SURPLUS (Note 7)	\$ 56,744	\$ 326,442



Teri Fong, CPA, CGA
Manager of Finance

The accompanying notes are an integral part of these financial statements

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT**Statement of Operations****Year Ended December 31, 2016**

	Budget 2016	2016	2015
REVENUE			
Taxation (Schedule 2)	\$ 1,699,559	\$ 1,699,559	\$ 1,693,527
Grants in lieu of taxes	8,000	16,037	16,012
Other income	20,000	47,954	24,751
	1,727,559	1,763,550	1,734,290
EXPENSES			
Sinking fund installments	507,000	506,336	508,804
Interest and fees on debenture	412,000	391,912	415,518
Administrative costs	18,000	18,000	18,000
Contribution to section 20(3) reserve	1,117,000	1,117,000	550,000
	2,054,000	2,033,248	1,492,322
ANNUAL SURPLUS	\$ (326,441)	\$ (269,698)	\$ 241,968

The accompanying notes are an integral part of these financial statements

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Changes in Accumulated Surplus

Year Ended December 31, 2016

	2016	2015
ACCUMULATED SURPLUS - BEGINNING OF YEAR	\$ 326,442	\$ 84,474
Annual surplus	(269,698)	241,968
ACCUMULATED SURPLUS - END OF YEAR <i>(Note 7)</i>	\$ 56,744	\$ 326,442

The accompanying notes are an integral part of these financial statements

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Changes in Net Financial Assets

Year Ended December 31, 2016

	Budget 2016	2016	2015
ANNUAL SURPLUS	\$ (326,442)	\$ (269,698)	\$ 241,968
NET FINANCIAL ASSETS - BEGINNING OF YEAR	326,442	326,442	84,474
NET FINANCIAL ASSETS - END OF YEAR	\$ -	\$ 56,744	\$ 326,442

The accompanying notes are an integral part of these financial statements

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT**Statement of Cash Flow**

Year Ended December 31, 2016

	2016	2015
OPERATING ACTIVITIES		
Annual surplus	\$ (269,698)	\$ 241,968
Changes in non-cash working capital:		
Accounts receivable	91	361
Grants to district hospitals - capitalized	961,417	937,201
Accrued interest	(9,052)	(302)
	952,456	937,260
Cash flow from operating activities	682,758	1,179,228
FINANCING ACTIVITIES		
Repayment of long term debt	(506,336)	(508,804)
Actuarial adjustment to long term debt	(455,081)	(428,397)
Cash flow used by financing activities	(961,417)	(937,201)
INVESTING ACTIVITY		
Reserves related to Section 20(3)	83,280	76,071
INCREASE (DECREASE) IN CASH FLOW	(195,379)	318,098
Cash - beginning of year	2,565,333	2,247,235
CASH - END OF YEAR	\$ 2,369,954	\$ 2,565,333

The accompanying notes are an integral part of these financial statements

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2016

1. NATURE OF THE ORGANIZATION

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

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

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

Grants to district hospitals

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

Budget reporting

The unaudited budget information reported in the statement of operations and the statement of change in net financial assets represents the 2016 budget as adopted by the District's Board on March 9, 2016.

Debenture Debt

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

Financial instruments

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

(continues)

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2016

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

Revenue and expenditure recognition

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

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

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

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

Measurement uncertainty

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

3. ACCOUNTS RECEIVABLE

	2016	2015
Accrued Interest receivable	\$ 1,937	\$ 2,026

4. DEBT RESERVE FUND

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

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2016

5. RELATED PARTY

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

6. DEBENTURE DEBT

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

Principal repayment terms are approximately:

2017	\$	492,663
2018		492,778
2019		492,896
2020		451,783
2021		213,705

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

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2016

7. FUND ACCOUNTING

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

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

As at December 31, 2015 the fund balances are:

	Capital Fund	Revenue Fund	Reserve Fund	2016
ACCUMULATED SURPLUS (DEFICIT) - BEGINNING OF YEAR	\$ 306,970	\$ 695,085	\$ (675,613)	\$ 326,442
Annual surplus (deficit)	-	(269,698)	-	(269,698)
ACCUMULATED SURPLUS (DEFICIT) - END OF YEAR	\$ 306,970	\$ 425,387	\$ (675,613)	\$ 56,744

8. FINANCIAL INSTRUMENTS

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

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Schedule of Debenture Debt

(Schedule 1)

Year Ended December 31, 2016

B.C.H.F.A. By-law	By-law No.	Type of Security Issued	Maturity date	Term	Rate	2016 Balance	2015 Balance	2017 Requirements as of December 31, 2016	
								Principal	Interest
RHD-EC-13	54	Sinking Fund	30 Nov 2023	20	7.875%	\$ -	\$ 13,626	\$ -	\$ -
RHD-EC-13(1)	54	Sinking Fund	30 Nov 2023	20	7.875%	-	5,526	-	-
1999F	54, 74, 75	Sinking Fund	01 Dec 2019	5, 5, 20	5.840%, 5.840%, 5.990%	267,962	349,662	41,233	26,121
2000S	75	Sinking Fund	01 Jun 2020	20	6.450%	854,644	1,045,809	101,051	64,015
2000F	75, 82	Sinking Fund	01 Jun 2020	20	6.360%	1,159,972	1,419,433	137,152	86,886
2001F	75, 82, 83	Sinking Fund	01 Jun 2022	20	5.100%	1,568,907	1,839,319	136,576	79,031
2002S	77	Sinking Fund	01 Jun 2020	20	5.900%	656,277	748,167	48,731	28,198
2002F	78	Sinking Fund	01 Jun 2020	20	5.250%	178,785	203,818	13,276	9,218
2003S	75	Sinking Fund	03 Jun 2023	20	5.250%	155,713	173,927	10,142	7,043
2005S	93	Sinking Fund	04 Jun 2025	20	5.100%	44,909	49,299	4,502	2,176
						\$ 4,887,169	\$ 5,848,586	\$ 492,663	\$ 302,688

The accompanying notes are an integral part of these financial statements

ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Schedule of Member Municipalities Tax Requisitions

(Schedule 2)

Year Ended December 31, 2016

	Budget 2016	2016	2015
MUNICIPALITIES			
Port Alberni	\$ 647,008	\$ 647,008	\$ 658,537
District of Tofino	282,455	282,455	271,905
District of Ucluelet	149,427	149,427	147,666
	1,078,890	1,078,890	1,078,108
FIRST NATIONS			
Huu-ay-aht First Nations	397	397	596
Yuu?u?i??at?	1,844	1,844	2,829
Uchuckleshaht	(49)	(49)	49
	2,192	2,192	3,474
ELECTORAL AREAS			
"A" Bamfield	58,458	58,458	57,317
"B" Beaufort	30,449	30,449	29,803
"C" Long Beach	70,366	70,366	69,862
"D" Sproat Lake	251,997	251,997	249,715
"E" Beaver Creek	98,179	98,179	94,827
"F" Cherry Creek	109,028	109,028	110,421
	618,477	618,477	611,945
	\$ 1,699,559	\$ 1,699,559	\$ 1,693,527

The accompanying notes are an integral part of these financial statements



ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Schedule of Guarantee and Indemnity Agreements

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

Schedule of Remuneration and Expenses

There was no remuneration, expenses or severance agreements paid to employees by the Alberni-Clayoquot Regional Hospital District during the fiscal year 2016.

Schedule of Payments to Suppliers

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

Supplier Name	Aggregate Amount Paid to Supplier
Municipal Finance Authority	\$907,299
Vancouver Island Health Authority	\$1,033,720
Total Suppliers Equal & Over \$25,000.00	\$1,941,019
Total Suppliers Under \$25,000.00	\$18,049
Total Suppliers	\$1,959,068

2. **Reconciliation**

Total of Aggregate Payments Equal to or Exceeding \$25,000.00	\$1,941,019
Consolidated Total of Payments Less Than \$25,000.00	\$18,049
Subtotal	\$1,959,068
Reconciling Items	\$0.00
Total per Statement of Revenue & Expenditures	*See note below
Variance	\$0.00

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



ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

Statement of Financial Information Approval

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

Josie Osborne, Chair
June 28, 2017

Teri Fong, CPA, CGA, Manager of Finance
June 20, 2017



ALBERNI-CLAYOQUOT REGIONAL HOSPITAL DISTRICT

MANAGEMENT REPORT

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

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

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

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

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

On behalf of the Alberni-Clayoquot Regional Hospital District

Teri Fong, CPA, CGA
Manager of Finance
June 20, 2017



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: June 28, 2017
Subject: Security Issuing Bylaw F1132, 2017

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors give first reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

That the Alberni-Clayoquot Regional District Board of Directors give second reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

That the Alberni-Clayoquot Regional District Board of Directors give third reading to the bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

That the Alberni-Clayoquot Regional District Board of Directors adopt bylaw cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 2017".

Summary:

The Alberni Valley Regional Airport (Port Alberni Airport) expansion project is nearing completion and the next step is to secure a long-term debenture in the Municipal Finance Authority's (MFA) fall borrowing opportunity. The Security Issuing Bylaw is for the full \$6 million dollars that is authorized through "Port Alberni Airport Expansion Loan Authorization Bylaw No. F1120, 2015". The project will require the full amount authorized as the lighting project was added to the initial scope of the project as a result of the BC Air Access Program grant funding. The Alberni Valley Regional Airport capital reserve will be used to any amounts in excess of the \$6 million dollars.

An update of the actuals to budget will be provided at the July 26, 2017 Board of Directors meeting when the costs of the industrial road are adjusted to reflect the tender results.

Attached for your consideration, is the Security Issuing Bylaw. Please note that the MFA will provide Schedule 'A' upon issuance of the debenture debt.

Time Requirements – Staff & Elected Officials:

Minimal time is required by staff and elected officials in order to secure the long term borrowing.

Financial:


The project is currently being funded through the MFA's short term borrowing program as it is required. Interest in the short term program is paid monthly whereas it will be paid bi-annually once locked into the long term program. The MFA's current 10 year loan interest rate is 2.42% but the actual interest rate will be dependent on the rate when the issue occurs.

Policy or Legislation:

Local Government Act sections 411 applies to financing regional district undertakings.

Options Considered:

The other option that staff has considered is to wait for the project to be completed and then convert to long term borrowing in the spring of 2018. This option is not recommended due to the forecast of rising interest rates over the next year.

Submitted by: 

Teri Fong, CPA, CGA, Manager of Finance

Approved by: 

Wendy Thomson, Acting Chief Administrative Officer

Regional District Security Issuing Bylaw

Regional District of Alberni-Clayoquot

Bylaw No. F1132

A bylaw to authorize the entering into of an Agreement respecting financing between the Regional District of Alberni-Clayoquot and the Municipal Finance Authority of British Columbia

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements for regional districts or for their member municipalities by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority;

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

<u>L/A Bylaw Number</u>	<u>Purpose</u>	<u>Amount of Borrowing Authorized</u>	<u>Amount Already Borrowed</u>	<u>Borrowing Authority Remaining</u>	<u>Term of Issue</u>	<u>Amount of Issue</u>
F1120	Port Alberni Airport Runway Expansion	<u>\$6,000,000</u>	<u>\$0</u>	<u>\$6,000,000</u>	30 years	<u>\$6,000,000</u>
		<u>\$6,000,000</u>	<u>\$0</u>	<u>\$6,000,000</u>		<u>\$6,000,000</u>

GRAND TOTAL: \$ 6,000,000

1. The Authority is hereby requested and authorized to finance from time to time the above noted undertakings, and further described in the Regional District Loan Authorization Bylaws table, at the sole cost and on behalf of the Regional District and its member municipalities up to, but not exceeding Six Million Dollars (\$6,000,000) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed

shall not exceed \$6,000,000 in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.

2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.
7. During the currency of the obligation incurred under the said Agreement to secure borrowings in respect of the Regional District of Alberni-Clayoquot Loan Authorization Bylaw Number F1120, 2015 the anticipated revenues accruing to the Regional District from the operation of the Port Alberni Airport are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

- 9. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
- 10. This bylaw may be cited as "Alberni-Clayoquot Regional District Security Issuing Bylaw No. F1132, 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.

RECONSIDERED and FINALLY PASSED and ADOPTED
 this day of , 2017.

_____ _____
Vice-Chair Secretary

Certified a true copy of Bylaw No. F1132 as adopted.

Secretary

SCHEDULE "A" to Bylaw No. _____

C A N A D A

PROVINCE OF BRITISH COLUMBIA

A G R E E M E N T

Regional District of

The Regional District of _____ (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia at its Head Office in Victoria, British Columbia, (the "Authority") the sum of _____ dollars (\$_____) in lawful money of Canada, together with interest calculated semi-annually in each and every year during the currency of this Agreement; and payments shall be as specified in the table appearing on the reverse hereof commencing on the day of _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at _____, British Columbia, this ___ day of _____, 20__

IN TESTIMONY WHEREOF and under the authority of Bylaw No. _____ cited as "_____". This Agreement is sealed with the Corporate Seal of the Regional District of _____ and signed by the Chair and the officer assigned the responsibility of financial administration thereof.

Chair

(Financial Administration Officer)

Pursuant to the Local Government Act, I certify that this Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated _____ (month, day) 20__

Inspector of Municipalities

(Reverse Side)

PRINCIPAL AND/ OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

<u>Date of Payment</u>	<u>Principal and/or Sinking Fund Deposit</u>	<u>Interest</u>	<u>Total</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____



REQUEST FOR DECISION

To: Wendy Thomson, Acting Chief Administrative Officer and
Regional Board of Directors

From: Mike Irg, Manager of Planning and Development

Meeting Date: June 28, 2017

Subject: Coulson Aircrane Land Lease – Alberni Valley Regional Airport

Recommendation:

That the Board of Directors

- i. Instruct staff to submit the land lease for PART OF BLOCK F, OF BLOCK 209, DISTRICT LOTS 130,157, 171, 172, AND 204, ALBERNI DISTRICT as shown on PLAN EPP61119 to the Provincial Subdivision Approving Officer for approval.
- ii. Following approving officer approval and the lease being signed by Coulson Aircrane Ltd, authorize the Chairperson and acting CAO to sign the lease on behalf of the Alberni-Clayoquot Regional District.

Desired Outcome:

The following steps are required to establish a new 40-year land lease with Coulson Aircrane Ltd at the Alberni Valley Airport:

1. RFD to June 28 Board authorizing subdivision approval, signing lease and registration at LTO
2. Ministry of Transportation and Infrastructure (MOTI) approval
3. Coulson signs lease
4. ACRD signs lease
5. Register at LTO

Summary:

The ACRD advertised a lease opportunity at Alberni Valley Regional Airport (AVRA). Coulson Aircrane submitted a proposal for a 1.24 hectare area of land adjacent to their current facility for a 40-year term.

The lease area has been surveyed, a reference plan and easement plan was prepared by a BCLS as required by the Provincial Approving officer and Land Titles Office. As the proposed term of lease is over three years, the area must be surveyed, approved by an Approving Officer and registered in the Land Titles Office.

A one year Licence of Use was issued to Coulson Aircrane in May 2016 to allow land clearing, site preparation, drainage work and hard surfacing. This was done to allow site preparations while the Ground Lease was prepared and went through the approval process. Coulson Aircrane requested the temporary licence of use be renewed.

All land leases greater than three years must be approved by a subdivision-approving officer and registered at the Land Titles Office. In the ACRD, subdivision approvals are through MOTI. The procedure for this lease is to have the approving

officer approve and sign the reference plan and easement plan; Coulson's sign the lease, the ACRD sign the lease and register the lease at the Land Titles Office before December 31, 2017.

As required by the approving officer, a reference plan of the lease area and an easement plan for access have been prepared by a BCLS. These plans are also attached as schedules to the lease.

Time Requirements – Staff & Elected Officials:

Staff have spent a significant amount of time reviewing and preparing this lease. It should be noted that this lease would provide a template for any other long-term lease that the ACRD may wish to enter into in the future. There will be some time requirements for staff to amend the base rent annually based on BC Consumer Price Index and review every five years.

Financial:

The rent charged in the lease has been established as a fair market for the land area under lease (\$16,400.00 per year). The rent will be increased annually based on the BC Consumer Price Index.

Policy or Legislation:

The *Local Government Act* sets the conditions for local government land disposition. The ACRD has followed the requirements of the Act.

The airport objectives in the Sproat Lake OCP are to provide the opportunity for compatible businesses to locate to the airport lands and to enhance the economic viability of airport operations. Entering into this lease supports both of those objectives

Options Considered:

The other option is to have a lease of less than three years.



Submitted by: _____

Mike Irg, MCIP, RPP
Manager of Planning and Development



Approved by: _____

Wendy Thomson, Acting Chief Administrative Officer



GROUND LEASE

THIS AGREEMENT dated for reference the _____ day of _____, 2017.

BETWEEN:

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
3008 Fifth Avenue
Port Alberni, British Columbia
V9Y 2E3

(hereinafter called the "Regional District")

OF THE FIRST PART

AND:

COULSON AIRCRANE LTD.
1800 401 West Georgia Street
Vancouver, BC
V6B 5A1

(hereinafter called the "Lessee")

OF THE SECOND PART

WHEREAS:

- A. The Regional District of Alberni-Clayoquot is the owner of the lands and premises in Regional District of Alberni-Clayoquot legally described as:

Part of Block F of Block 209, District Lots 130, 157, 171, 172 and 204,
Alberni District

(the "Airport").

- B. The Lessee has requested and the Regional District has agreed to grant a Lease of a portion of the Airport more particularly described herein.
- C. The Regional District has provided a public acquisition opportunity and notice of its intention to dispose of an interest in the Premises in accordance with sections 285 and 286 of the *Local Government Act*.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the rents and agreements to be paid and performed by the Lessee, the parties hereto covenant and agree with each other as follows:

1. PREMISES

- 1.1. The Regional District leases to the Lessee that portion of the Airport as shown outlined in bold on Plan EPP61119 attached to this Lease as Schedule "A" (the "**Premises**").

2. TERM

- 2.1. The term of this Lease shall be for twenty (20) years, commencing on the date upon which the plan of subdivision by leasehold, as approved by the Approving Officer, showing the precise boundary of the Premises, shown substantially conforming to the location, shape, and size shown on the plan attached to this Lease as Schedule "A" (the "**Subdivision Plan**"), is finally registered in the Victoria Land Title Office, and ending on the day that is precisely forty (40) years from the date of final registration of the Subdivision Plan in the Victoria Land Title Office.
- 2.2. If the Lessee duly and regularly pays rent, keeps and performs all of the covenants, provisos and agreements on the part of the Lessee to be paid, kept and performed pursuant to this Lease and if the Regional District shall not have become entitled to terminate this Lease pursuant to paragraphs 24 or 31, the Regional District will at the expiration of the Term and on written request of the Lessee delivered to the Regional District not later than one (1) year before the expiration of the Term grant to the Lessee a renewal of the Term for 20 years upon the same terms, covenants and conditions as are herein contained except as to rent and except that there shall be no further right of renewal. The rent payable by the Lessee during the Renewal Term shall be the fair market rental value of the Premises at the commencement of the Renewal Term as determined by an independent third party real property appraiser retained by the Regional District, and shall not take into consideration the value of the Lessee's improvements and provided that the annual minimum rent shall be no less than the minimum rent payable during the last year of the preceding Term provided that in the event that the parties are unable to agree as to the rental to be paid during such Renewal Term within two (2) months after the delivery of the request for the renewal of the Term, the rent shall be fixed by arbitration by single arbitrator appointed pursuant to the provisions of the *Arbitration Act* of the Province of British Columbia and amendments thereto. If the rent payable during the Renewal Term has not been determined by the commencement of the Renewal Term the Lessee shall pay to the Regional District 125% of the rent payable to the Regional District during the last year of the Term until such determination and any adjustment shall forthwith be made at such time as the rent for the Renewal Term is determined, together with such interest and

costs as are awarded by the arbitrator. The rent to be paid at the commencement of the Renewal Term will be considered the Base Rent for the Renewal Term and section 5.1 of the Lease applies during the Renewal Term except all the dates in section 5.1 will be adjusted 20 years in the future to reflect the Renewal Term commencement date.

3. USE

- 3.1. The Lessee shall use the Premises for the purposes of servicing, inspection, maintenance, repair, overhaul and storage of aircraft and aircraft components and parts. The Lessee shall not use the Premises for any other purpose without first obtaining the written consent of the Regional District.

4. ACCESS BY EASEMENT

- 4.1. The Regional District grants to the Lessee a right of access with or without vehicles, by way of easement over the Airport as shown on Plan EPP73093, attached to this lease as Schedule "B" for the duration of the Term.

5. RENT

- 5.1. The Lessee covenants and agrees to pay rent ("**Rent**") to the Regional District, or as the Regional District may direct in writing, in lawful money of Canada, without any set-off, compensation, or deduction whatsoever, on the days and at the times hereinafter specified, in addition to all additional Rent and other amounts payable under this Lease:
- (a) an annual base rent ("**Base Rent**") of SIXTEEN THOUSAND FOUR HUNDRED DOLLARS (\$16,400.00) per year plus applicable taxes as of the 1st day of May, 2017, and on the 1st day of May in each year thereafter during the Term, subject to the rent adjustments set out in this Lease;
 - (b) subject to the review and adjustment of the Base Rent set out in section 5.1(c), the Base Rent will be adjusted on May 1, 2018, and on the 1st day of May in each and every subsequent year of the Term, by the percentage increase, if any, in the British Columbia Consumer Price Index over the twelve-month period from January 1st in the preceding year to December 31st of the year in which the adjustment is to occur pursuant to this section. In no event shall the annual Base Rent be less than the preceding year. In the event that there is a decrease or no increase in the British Columbia Consumer Price Index, the Base Rent will remain the same as the prior year's Base Rent. For the purposes of this section, the "British Columbia Consumer Price Index." means the Consumer Price Index for British Columbia (All Items), not seasonally adjusted, published by Statistics

Canada (or by a successor or other government agency), or if it is changed or is not produced or issued by Statistics Canada (or by a successor or other government agency), then the British Columbia Consumer Price Index will mean the nearest and most similar replacement index available from a government authority or failing that, a recognized industry association, or any other index mutually acceptable to the parties.

- (c) The Base Rent will be subject to the review and adjustment by the Regional District effective May 1, 2022, and on the 1st day of May every five (5) years thereafter, so that the Base Rent is equivalent to a fair market rent for the Premises (excluding all buildings and improvements situated thereon) on the effective date of each adjustment as determined by an independent third party real property appraiser retained by the Regional District. In no event will the revised Base Rent be less than the Base Rent paid by the Lessee during the immediately preceding rental period, as adjusted pursuant to section 5.1(b).
- (d) Any increase in Base Rent will be communicated in writing by the Regional District to the Lessee at least ninety (90) days before May 1 in the year of the Term in which the adjusted increased Base Rent will become payable.
- (e) If the Lessee notifies the Regional District in writing within sixty (60) days of receiving notice in accordance with section 5.1(d) that it disputes the Base Rent adjusted pursuant to section 5.1(c), the dispute will, unless otherwise agreed, be submitted to arbitration before a single arbitrator in accordance with section 37.1. The arbitrator will determine the Base Rent payable for the applicable rental period by comparing the Premises (excluding all buildings and improvements situate thereon) to other similar lands in comparable locations in the Alberni-Clayoquot Regional District. In no event will the Base Rent revised in accordance with section 5.1(e), be less than the Base Rent paid by the Lessee during the immediately preceding rental period as adjusted pursuant to section 5.1(b).
- (f) Late payments of Rent will bear interest at 2% per annum calculated monthly not in advance from the due date until paid.
- (g) If this Lease is terminated for any cause whatsoever, no part of any Rent paid or payable in respect of the year in which the Lease is terminated shall be refundable.

THE LESSEE COVENANTS AND AGREES AS FOLLOWS:

6. RENT

6.1. to pay Rent.

7. TAXES

7.1. to pay when due all taxes, rates, duties and assessments whatsoever, whether federal, municipal, provincial or otherwise, charged upon the Lessee or the Regional District as a result of the Lessee's occupation of or use of the Premises.

8. UTILITIES

8.1. to pay as they become due all water, sewer, garbage and other rates in respect of the Premises and charges for all gas, oil, telephone and electric power used on the Premises.

9. CONSTRUCTION

9.1. to construct, at its sole cost, and subject to section 9.2, the buildings, structures and improvements described in the attached Schedule "C" (the "**Improvements**").

9.2. that it will not construct nor alter the Improvements or any building, structure, or other improvement on the Premises unless, prior to any construction, it has obtained:

- (a) the Regional District's approval in writing to the site plan, working drawings, plans, specifications, and exterior elevations;
- (b) a building permit from the Regional District authorizing the construction of the Improvements set out in the permit and the plans and specifications attached to it; and
- (c) all required inspections,

and all work shall be carried out at the cost of the Lessee;

9.3. that:

- (a) the height of the Improvements constructed on the Premises shall conform to the requirements of the *Aeronautics Act* RSC 1985, C. A2, as amended from time to time, and all regulations and orders made pursuant to that Act;
- (b) any Improvements constructed on the Premises shall have front setbacks of at least eight (8) metres, back setbacks of at least three (3) metres, and side setbacks of at least three (3) metres from the boundary of the

Premises; for clarity, the front of the Premises is the lot line closest to and parallel to the taxi-way, and any Improvements constructed on the Premises shall be setback from any other Improvement by at least five (5) metres;

- (c) the sewage system installed to service the Premises (the "**Sewage System**") shall be connected to an authorized septic field at the Lessee's cost.

10. REPAIR AND MAINTENANCE

- 10.1. that it will, at its sole cost and expense, repair and maintain the Premises and all Improvements, at all times to an excellent standard, reasonable wear and tear excepted;
- 10.2. that it will provide receptacles for refuse and rubbish of all kinds, and remove such refuse and rubbish from the Premises at regular intervals and will not keep or leave any boxes, packing material or rubbish of any kind in or near the Premises or any passages connected with the same;
- 10.3. that it will keep clean and free from any rubbish, ice, snow, and leaves, all walks, passages, yards and alleys on or adjacent to the Premises;
- 10.4. that it will keep and leave whole and in good repair all water, gas, and electrical fixtures, glass, pipes, faucets, locks, fastenings, hinges, heating and cooling apparatus, in, on, or attached to the Premises;
- 10.5. that at the expiration of the Term, the Lessee shall leave the Premises in good repair, reasonable wear and tear excepted.

11. REGIONAL DISTRICT'S RIGHT OF ENTRY

- 11.1. that the Regional District may during normal business hours, enter the Premises and view the state of repair and the Lessee shall repair according to any notice given by the Regional District and if the Lessee fails to so repair, the Regional District may, at its option, upon five (5) days prior written notice to the Lessee, repair such damage or injury in which case the Lessee shall reimburse the Regional District for all costs and expenses of repair, plus an additional amount for administration and overhead, forthwith upon receipt by the Lessee of invoices therefor;
- 11.2. that the Regional District, its employees, servants, or agents shall, during normal business hours and only for the purposes contemplated by this Lease, have full and free access to any and every part of the Premises and the Improvements on twenty-four (24) hours' notice to the Lessee.

12. ASSIGN AND SUBLET

- 12.1. that it will not assign nor sublet the Premises or any part of it without the prior written consent of the Regional District; will not assign nor sublet, licence, sub-licence, Mortgage or grant any other right or interest in the Premises without prior written consent of the Regional District, such consent not to be unreasonably withheld;
- 12.2. that the Regional District's consent to assignment or subletting shall not release or relieve the Lessee from its obligations to perform all the terms, covenants and conditions that this Lease requires the Lessee to perform, and the Lessee shall pay the Regional District's reasonable costs incurred in connection with the Lessee's request for consent under section 12.1.

13. NUISANCE

- 13.1. that it will not carry on nor allow to be carried on or done on the Premises anything that:
- (a) may be or become a nuisance to the Regional District or the public,
 - (b) increases the hazard of fire or liability of any kind, over and above activities which are usually carried out at an airport, or
 - (c) invalidates any policy of insurance for the Premises.

14. COMPLIANCE WITH LAWS

- 14.1. that it will:
- (a) comply promptly at its own expense with all statutes, regulations bylaws and other legal requirements (collectively "**Laws**") of all federal, provincial, and local authorities, including an association of fire insurance underwriters or agents, and all notices issued under them that are served upon the Regional District or the Lessee, and without limiting this subsection 14.1(a);
 - (b) at all times during the term observe and comply with the provisions of the *Aeronautics Act*, RSC 1985 C A-2, as amended from time to time, and all regulations and orders made pursuant to that Act and all successor legislation and all rules and regulations by the Minister of Transport for Canada regarding the use of an airport or any portion thereof and all regulations pertaining to the Airport made by the Regional District.

15. INSURANCE

- 15.1. that it will take out and maintain during the term of the Lease, a policy of comprehensive general liability insurance against claims for bodily injury, death or property damage arising out of the use of the Premises or Airport by the Lessee in the amount of not less than Five Million Dollars (\$5,000,000) per single occurrence or such greater amount as the Regional District may from time to time require, naming the Regional District as an insured party thereto and shall provide the Regional District with a certificate of insurance in evidence of this insurance and the additional provisions included under 15.2;
- 15.2. that all policies of insurance shall contain waiver of subrogation in favour of the Regional District and cross liability, and severability of interest clauses, and shall require the insurer not to cancel, change or allow the insurance to lapse without first giving the Regional District thirty (30) days' prior written notice;
- 15.3. that if the Lessee does not provide or maintain in force the insurance required by this Lease, the Regional District may, in its sole discretion, either terminate this Lease immediately take out the necessary insurance and pay the necessary premium, and the premium amount shall be paid by the Lessee to the Regional District as Additional Rent immediately upon demand;
- 15.4. that the deductible for the insurance coverage shall be the sole responsibility of the Lessee to pay; if both the Regional District and the Lessee claim to be indemnified under any insurance required by this Lease, the indemnity shall be applied first to the settlement of the claim of the Regional District and the balance, if any, to the settlement of the claim of the Lessee.

16. INDEMNITY

- 16.1. that it will indemnify the Regional District from and against all claims, including Worker's Compensation claims or charges, lawsuits, damages, losses, costs or expenses which the Regional District may incur by reason of the use or occupation of the Premises by the Lessee or the carrying on upon the Premises of any activity in relation to the Lessee's use or occupation of the Premises and in respect of any loss, damage or injury sustained by the Lessee, or by any person while on the Premises for the purpose of doing business with the Lessee or otherwise dealing with the Lessee, or by reason of non-compliance by the Lessee with Laws or by reason of any defect in the Premises, excluding any loss, liability or claim arising from the gross negligence or willful misconduct of the Regional District, and including all costs and legal costs, taxed on a solicitor and client basis, and disbursements and this indemnity shall survive the expiry or sooner determination of this Lease;

- 16.2. that for the purpose of section 16.1 "Lessee" includes any assignee, sub-tenant, licensee, or sub-licensee of the Lessee.

17. BUILDERS' LIENS

- 17.1. that it will indemnify the Regional District from and against all claims for liens for wages or materials or for damage to person or property caused during the making of or in connection with any excavation, construction, repairs, alterations, installations and additions which the Lessee may make or cause to be made on, in or to the Premises; and will allow the Regional District to post and will keep posted on the Premises any notice that the Regional District may desire to post under the provisions of the *Builders Lien Act*, and all successor legislation, as amended from time to time.

18. POSSESSION

- 18.1. that it will, at the expiration or sooner determination of this Lease peaceably surrender and give up possession of the Premises without notice from the Regional District, and any right to notice to quit or vacate being hereby expressly waived by the Lessee despite any law or custom to the contrary.

19. CONDITION OF PREMISES

- 19.1. that the Lessee has with due diligence investigated and satisfied itself with respect to the condition of the Premises and its suitability for the uses permitted by this Lease, including without limitation with respect to its size, dimensions, state, condition, environmental condition or impact, presence or absence of any substances or conditions (whether hazardous or not), soil and water condition, usefulness, topography, legal access, services and zoning.

20. ENVIRONMENTAL

- 20.1. that for the purposes of section 20:

- (a) "**Contaminants**" means any pollutants, contaminants, deleterious substances, underground or above-ground tanks, lead, asbestos, asbestos-containing materials, hazardous, corrosive, or toxic substances, hazardous waste, waste, polychlorinated biphenyls ("**PCBs**"), PCB-containing equipment or materials, pesticides, defoliants, fungi, including mould and spores arising from fungi, or any other solid, liquid, gas, vapour, odour, heat, sound, vibration, radiation, or combination of any of them, which is now or hereafter prohibited, controlled, or regulated under Environmental Laws; and

- (b) “**Environmental Laws**” means any statutes, laws, regulations, orders, bylaws, standards, guidelines, protocols, criteria, permits, code of practice, and other lawful requirements of any government authority having jurisdiction over the Land now or hereafter in force relating in any way to the environment, environmental assessment, health, occupational health and safety, protection of any form of plant or animal life or transportation of dangerous goods, including the principles of common law and equity;

20.2. Lessee’s Covenants and Indemnity

- (a) the Lessee covenants and agrees:
- i. not to use or permit to be used all or part of the Premises for the sale, storage, manufacture, handling, disposal, use or any other dealing with any Contaminants without the prior written consent of the Regional District except for the contaminants used in the normal course of an aviation operation, which the Lessee agrees it will use, store, manufacture, and handle only on an impermeable surface and use, store, manufacture, handle and dispose of in a manner consistent with industry standards, and Environmental Laws;
 - ii. A full and complete list of the contaminants utilized in the operations of the Lessee will be provided upon request to the Regional District.
 - iii. to strictly comply, and cause any person for whom it is in law responsible to comply, with all Environmental Laws regarding the use and occupancy of the Premises;
 - iv. to promptly provide to the Regional District a copy of any environmental site investigation, assessment, audit, report or test results relating to the Premises conducted by or for the Lessee at any time;
 - v. to waive the requirement, if any, for the Regional District to provide a site profile for the Premises under the *Environmental Management Act* or any regulations under that Act;
 - vi. to maintain all environmental site investigations, assessments, audits, reports, and test results relating to the Premises in strict confidence except as required by law, or to the Lessee’s professional advisers and lenders on a need-to-know basis, or with the prior written consent of the Regional District, which consent may not be unreasonably withheld;

- vii. to promptly notify the Regional District in writing of any release of a Contaminant or any other occurrence or condition at the Premises or any adjacent property that could contaminate the Premises or subject the Regional District or the Lessee to any fines, penalties, orders, investigations, or proceedings under Environmental Laws;
- viii. on the expiry or earlier termination of this Lease, or at any time if requested by the Regional District or required by any government authority under Environmental Laws, to remove from the Premises all Contaminants, and to remediate by removal any contamination of the Premises or any adjacent property resulting from Contaminants, in either case, brought onto, used at, or released from the Premises by the Lessee or any person for whom it is in law responsible. The Lessee will perform these obligations promptly at its own cost and in accordance with Environmental Laws. The Lessee will provide to the Regional District full information with respect to any remedial work performed under this subsection and will comply with the Regional District's requirements with respect to such work. The Lessee will use a qualified environmental consultant approved by the Regional District to perform the remediation and will obtain the written agreement of the consultant to the Regional District relying on its report. The Lessee will, at its own cost, obtain such approvals and certificates from the BC Ministry of Environment and other applicable government authorities in respect of the remediation as are required under Environmental Laws or by the Regional District, including without limitation, a certificate of compliance evidencing completion of the remediation satisfactory to the Ministry and the Regional District. All such Contaminants will remain the property of the Lessee, notwithstanding any rule of law or other provision of this Lease to the contrary and notwithstanding the degree of their affixation to the Premises;
- ix. to indemnify the Regional District and its shareholders, directors, officers, employees, agents, elected officials, successors, and assigns from any and all liabilities, actions, damages, claims, remediation cost recovery claims, losses, costs, orders, fines, penalties and expenses whatsoever, (including any and all environmental or statutory liability for remediation, all legal and consultants' fees and expenses and the cost of remediation of the Premises and any adjacent property) arising from or in connection with:

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- A. any breach of or non-compliance with the provisions of section 20 by the Lessee; or
 - B. any release or alleged release of any Contaminants at or from the Premises related to or as a result of the use and occupation of the Premises or any act or omission of the Lessee or any person for whom it is in law responsible;
- (b) that the obligations of the Lessee under section 20 will survive the expiry or earlier termination of this Lease.

THE REGIONAL DISTRICT COVENANTS AND AGREES AS FOLLOWS:

21. QUIET ENJOYMENT

21.1. That the Regional District covenants with the Lessee for quiet enjoyment.

IT IS HEREBY MUTUALLY AGREED:

22. CONDITIONS PRECEDENT

22.1. that this Lease is subject to the following conditions precedent being satisfied:

- (a) each party providing to the other evidence that this Lease has been approved and authorized by the Lessee and Regional District Board in accordance with all legal requirements; and
- (b) final registration in the Victoria Land Title Office of the Subdivision Plan.

22.2. the parties may approve the Lease after Approving Officer approval but prior to the final registration of the Subdivision Plan in the Land Title Office provided however that if the Subdivision Plan is not finally registered by December 31, 2017, the Lease will not come into effect.

23. MORTGAGE

23.1. that, for the purposes of this Lease:

- (a) "**Mortgage**" means a mortgage or mortgages upon or in respect of and specifically charging the leasehold interest of the Lessee in the Premises and the Improvements or any part of them and includes any debenture or deed of trust and mortgage to secure any bonds or debentures issued under it, and any assignment of rents made to the Mortgagee as security;

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- (b) **"Mortgagee"** means a mortgagee or mortgagees under a Mortgage;
- 23.2. that a Mortgagee under any Mortgage referred to in section 12.1 may enforce such Mortgage and acquire title to the leasehold estate in any lawful way and, by its representative or by a receiver, as the case may be, take possession of and manage the Premises, and upon foreclosure of such Mortgage may sell or assign the leasehold estate; and the purchaser or assignee of the leasehold estate will be liable to perform the obligations imposed upon the Lessee by this Lease only so long as such purchaser or assignee has ownership or possession of such leasehold estate;
- 23.3. that no re-entry, termination, acceptance of surrender, disclaimer, or forfeiture of this Lease by the Regional District or by a receiver, interim receiver, receiver-manager, liquidator, custodian, or trustee will be valid against the Mortgagee who has executed and delivered to the Regional District an agreement described in section 23.10 unless the Regional District first has given to the Mortgagee notice of the default entitling the Regional District to re-enter, terminate, or forfeit this Lease, specifying the nature of that default and stating the Regional District's intention to take such proceedings and requiring the Mortgagee:
- (a) to cure the default specified in the notice within a period of 60 days from the date of receipt of that notice by the Mortgagee; or
- (b) if the default is other than the failure to pay Rent or any other sums required to be paid to the Regional District by any provisions of this Lease and if the default cannot reasonably be cured within such 60-day period, then to immediately commence to cure the default and to diligently prosecute to conclusion all acts necessary to cure the default, and the Regional District hereby grants the Mortgagee access to the Premises and the Improvements for that purpose;
- 23.4. that if the default is cured within the period specified, the Mortgagee will be entitled to become tenant of the Premises and Improvements for the balance of the Term remaining at the date of the notice of default or contingency, providing that the Mortgagee attorns as tenant to the Regional District and undertakes to be bound by and to perform the covenants and agreements of this Lease for so long as it remains tenant and has not assigned the balance of the Term. If there is more than one Mortgage and more than one Mortgagee wishes to cure the default or contingency specified in the notice referred to in section 23.3, then the Regional District agrees to permit the curing of the default or contingency specified in such notice and the assumption of the balance of the Term by that Mortgagee whose Mortgage ranks higher in priority; but if any Mortgagee has commenced a foreclosure action, the provisions of section 23.5 will apply.

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- 23.5. that if the Mortgagee commences foreclosure proceedings against the Lessee, whether or not the Lessee is in default of the performance of its covenants and agreements with the Regional District under this Lease at the time such foreclosure proceedings are commenced, the Regional District will not re-enter, terminate, or forfeit this Lease after the commencement of foreclosure proceedings on the ground of any default or contingency entitling the Regional District to re-enter, terminate, or forfeit this Lease if the Mortgagee:
- (a) first gives notice to the Regional District of the foreclosure proceedings;
 - (b) is actively prosecuting the foreclosure proceedings without undue delay;
 - (c) cures the default or contingency within a period of 60 days from the date of receipt of notice from the Regional District specifying the nature of the default or contingency, or if the default or contingency is other than the failure to pay Rent or any other sums required to be paid to the Regional District by any provision of this Lease and if such default or contingency cannot reasonably be cured within such 60-day period, immediately commences to cure the default and to diligently prosecute to conclusion all acts necessary to cure the default or contingency;
 - (d) performs and observes all of the Lessee's covenants and agreements under this Lease and without undue delay diligently prosecutes to a conclusion the foreclosure proceedings commenced by the Mortgagee;
- 23.6. that if the Mortgagee acquires title to the Lessee's interest in the Premises and the Improvements pursuant to the foreclosure proceedings, the Mortgagee will then become subrogated to the rights of the Lessee under this Lease, provided it attorns to the Regional District as tenant and undertakes to be bound by and to perform the covenants and agreements of this Lease for so long as it remains tenant and has not assigned the balance of the Term. If there is more than one Mortgage and more than one Mortgagee commences foreclosure proceedings, the right to cure any default or contingency granted by section 23.5 to a foreclosing Mortgagee will be granted to the Mortgagee whose Mortgage ranks higher in priority;
- 23.7. that if this Lease becomes subject to termination or forfeiture pursuant to section 0.0 by reason of the bankruptcy or insolvency of the Lessee and the Mortgagee has filed with the Regional District notice of Mortgage in favour of the Mortgagee, the Regional District will give to the Mortgagee notice of the bankruptcy or insolvency of the Lessee entitling the Regional District to terminate or forfeit this Lease, and stating the Regional District's intention to take such proceedings, and requiring the Mortgagee to cure any other default of the Lessee; and the Lessee's other default will be deemed to have been sufficiently cured if the Mortgagee:

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- (a) commences foreclosure proceedings against the Lessee as more particularly set out in section 23.5;
 - (b) takes possession and control of the Premises and the Improvements, or causes a receiver to be appointed, under the terms of the Mortgage or by a court of competent jurisdiction, who takes possession and control of the Premises and the Improvements, and the Regional District hereby grants the Mortgagee or such receiver access to the Premises and the Improvements for that purpose;
 - (c) cures every default within a period of 60 days from the date of receipt by the Mortgagee of the notice from the Regional District of the bankruptcy or insolvency of the Lessee, or if such default or defaults are other than the failure to pay Rent or any other sums required to be paid to the Regional District by any provision of this Lease and if such default or defaults cannot reasonably be cured within such 60-day period, immediately commences to cure the default and to diligently prosecute to conclusion all acts necessary to cure the default or defaults;
 - (d) attorns as tenant to the Regional District and undertakes to be bound by and to perform the covenants and agreements of this Lease for so long as it remains tenant and has not assigned the balance of the Term;

for clarity, if there is more than one Mortgagee, the right to take possession and control to cure any default and to assume the Lease will be granted to the Mortgagee who wants to do so and whose mortgage ranks higher in priority;

- 23.8. that any re-entry, termination, or forfeiture of this Lease made in accordance with the provisions of this Lease as against the Lessee will be valid and effectual against the Lessee even though made subject to the rights of any Mortgagee to cure any default of the Lessee and to continue as tenant under this Lease;
- 23.9. that no entry upon the Premises or Improvements by the Mortgagee for the purpose of curing any default or defaults of the Lessee will release or impair the continuing obligations of the Lessee;
- 23.10. that the obligations of the Regional District under sections 23.3 to 23.9 are subject to the Mortgagee entering into an agreement in a form satisfactory to the Regional District, whereby the Mortgagee covenants and agrees that if it acquires title to the Lessee's interest in this Lease, but only for so long as it holds such title, it will perform and observe the covenants and agreements required of the Lessee to be performed and observed, if not performed or observed by the Lessee, whether or not the Regional District has taken any steps to enforce performance or

observance of any of the covenants and agreements in this Lease to be performed or observed by the Lessee.

MORTGAGE SUBJECT TO DISTRICT'S RIGHTS UNDER LEASE

23.11. that every Mortgage will be made expressly subject to the rights of the Regional District under this Lease;

24. TERMINATION AND RE-ENTRY

24.1. that, subject to section 23.0, if the Lessee shall default in the performance of any of its obligations under this Lease and such default continues for fifteen (15) days following receipt of written notice from the Regional District describing such default and indicating the Regional District's intention to re-enter the Premises if such default is not remedied within fifteen (15) days, the Regional District may terminate this Lease and re-enter the Premises and the rights of the Lessee with respect to the Premises shall lapse and be absolutely forfeited;

24.2. that either the Regional District or the Lessee may terminate this Lease for any reason by giving not less than six (6) months' written notice to the other party;

24.3. that at the termination of this Lease, the Lessee shall remove from the Premises, all of its goods and chattels, including but not limited to, all aircraft, machinery, motors, vehicles, supplies, articles, materials, effects and things at any time brought or placed thereon or therein by the Lessee and shall also, to the satisfaction of the Regional District repair any damage and injury occasioned to Premises by reason of such removal, and the Lessee shall not be entitled to any compensation for such removal or repair, and if the Lessee fails to remove the Lessee's goods and chattels, they shall, at the option of the Regional District, become the property of the Regional District and may be removed and disposed of by the Regional District acting in its sole discretion;

24.4. that at the termination of this Lease, the Regional District may require removal of the Improvements and any other building or structure, and if the Lessee fails to remove any Improvements, building or structure within thirty (30) days of the notice to remove, the Improvements, building or structure shall remain on the Premises without compensation to the Lessee therefore and they shall become the sole and exclusive property of the Regional District.

25. OWNERSHIP OF IMPROVEMENTS

25.1. The Regional District and the Lessee agree that the title to and ownership of the Improvements will at all times during the Term be vested in the Lessee,

notwithstanding any rule or law as to the immediate vesting of the title to and ownership of the Improvements in the Regional District as owner of the freehold. The title to and ownership of, the Improvements will not pass to or become vested in the Regional District until the expiration of the Term, or Renewal Term, if any, including any extension thereof, either by forfeiture, default, or lapse of time under the terms of this Lease, in which event the Improvements will become the absolute property of the Regional District free of all encumbrances, but only in the circumstances described in section 24.4.

26. EFFECT OF WAIVER

- 26.1. that the Regional District, by waiving or neglecting to enforce the right to forfeiture of this Lease or the right of reentry upon breach of any covenants, conditions or agreements in it, does not waive its rights upon any subsequent breach of same or any other covenant, condition or agreement of this Lease.

27. DISTRESS

- 27.1. that if the Regional District is entitled to levy distress against the goods and chattels of the Lessee, the Regional District may use enough force reasonably necessary for the purpose and for gaining admittance to the Premises, and the Lessee releases the Regional District from liability for any loss or damage sustained by the Lessee as a result.

28. HOLDING OVER

- 28.1. If the Lessee remains in possession of the Premises after the end of the Term and without the execution and delivery of a new lease or a written renewal or extension of this Lease, there will be no tacit or other renewal of this Lease, and the Lessee will be considered to be occupying the Premises as a Lessee from month to month at a monthly rental payable in advance without deduction on the first day of each month equal to one hundred and ten percent of the monthly instalment of fixed minimum rent payable for the last month of the Term, and otherwise upon the terms and conditions set forth in this Lease, so far as same are applicable. .

29. REGIONAL DISTRICT'S PAYMENTS

- 29.1. that if the Regional District incurs any damage, loss or expense or makes any payment for which the Lessee is liable under this Lease, then the Regional District may add the cost or amount of the damage, loss, expense or payment to the Rent and may recover it as if it were Rent or additional Rent in arrears.

30. DISTRICT'S REPAIRS

- 30.1. that if the Lessee fails to repair or maintain the Premises in accordance with this Lease, the Regional District, its agents, employees, or contractors may, upon four (4) business days' notice, enter the Premises and make the required repairs or do the required maintenance and recover the cost from the Lessee;
- 30.2. that in making the repairs or doing the maintenance, the Regional District may bring and leave upon the Premises all necessary materials, tools, and equipment, and the Regional District will not be liable to the Lessee for any inconvenience, annoyance, loss of business or injury suffered by the Lessee by reason of the Regional District effecting the said repairs or maintenance.

31. INSOLVENCY

31.1. that subject to section 23.0, if:

- (a) the Term or any of the goods, chattels or Improvements on the Premises are at any time seized or taken in execution or attachment by any creditor of the Lessee or under a security agreement;
- (b) a writ of execution is issued against the goods, chattels or Improvements of the Lessee;
- (c) the Lessee makes any assignment for the benefit of creditors; or
- (d) the Premises or any part of them becomes vacant and unoccupied for a period of thirty (30) days, or is used by any person or persons for any other purpose than permitted in this Lease without the written consent of the Regional District;

the Term shall, at the option of the Regional District, immediately become forfeited and the then current Rent and the Rent for the year next following shall immediately become due and payable as liquidated damages to the Regional District, and the Regional District may re-enter and repossess the Premises despite any other provision of this Lease.

32. REMOVAL OF GOODS

32.1. that if the Lessee removes its goods and chattels from the Premises, the Regional District may follow them for thirty (30) days.

33. TIME

33.1. that time is of the essence in this Lease.

34. NOTICES

34.1. that any notice required to be given under this Lease shall be deemed to be sufficiently given:

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

if to the Regional District:
Regional District of Alberni-Clayoquot
3008 Fifth Avenue
Port Alberni, British Columbia
V9Y 2E3

if to the Lessee:

Coulson Aircrane Ltd.
1800 401 West Georgia Street
Vancouver, BC
V6B 5A1

or at such other address each party may from time to time designate, then the notice shall be deemed to have been received seven (7) business days after the time and date of mailing. If, at the time of mailing of the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow down, lock out or other labour dispute, then the notice may only be given by actual delivery of it.

35. NET LEASE

35.1. that this Lease shall be a complete carefree net lease to the Regional District as applicable to the Premises and the Regional District shall not be responsible during the Term for any cost, charges, expenses or outlays of any nature whatsoever in respect of the Premises or the contents thereof except those mentioned in this Lease.

36. FITNESS OF PREMISES

36.1. that the Regional District has made no representations or warranties as to the condition, fitness or nature of the Premises and by executing this Lease, the

Lessee releases the Regional District from any and all claims which the Lessee now has or may in future have in that respect.

37. DISPUTE RESOLUTION

- 37.1. any dispute arising between the Regional District and the Lessee as to any matter, question or determination arising or required to be made under this Lease, shall immediately be referred for mediation to an arbitrator agreed upon by the Regional District and the Lessee, and in the event that the parties cannot agree upon a mediator, then the question shall be referred to the arbitration before a single arbitrator under the *Arbitration Act* (British Columbia), or any other statute of similar effect being in force in British Columbia and the decision of such arbitrator shall be final and binding upon the parties. The costs of arbitration shall be allocated between the parties as the arbitrator may direct.

38. INTERPRETATION

- 38.1. that when the singular or neuter are used in this Lease they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require;
- 38.2. that the headings to the sections in this Lease have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Lease or any provision of it;
- 38.3. that all provisions of this Lease are to be construed as covenants and agreements as though the words importing covenants and agreements were used in each separate paragraph;
- 38.4. that unless expressly stated otherwise, any reference in this Lease to a requirement for the consent or permission of the Regional District is deemed to be a reference to the consent or permission of the Regional District granted or withheld in the Regional District's sole, arbitrary and unfettered discretion.

39. ENTIRE AGREEMENT

- 39.1. This Agreement when executed will set forth the entire agreement and understanding of the parties as at the date hereof with respect to the subject matter hereof and supersede all prior agreements and understandings among the parties with respect to the subject matter hereof and there are no oral or written agreements, promises, warranties, terms, conditions, representations or collateral agreements whatsoever, express or implied, other than those contained in this Agreement.

40. BINDING EFFECT

40.1. this Lease shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.

41. APPLICABLE LAW

41.1. that this Lease shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

DRAFT

42. AMENDMENT

42.1. that the parties hereto may by agreement amend the terms of this Lease, such amendment to be evidenced in writing and executed by both parties.

43. REGISTRATION

43.1. that despite section 5 of the *Property Law Act*, the Regional District is not obligated to deliver this Lease to the Lessee in registrable form. The Lessee may, at its own expense, present to the Regional District for execution an instrument rendering this Lease registrable and register the same.

IN WITNESS WHEREOF the parties have signed and sealed this agreement on the _____ day of _____, _____.

REGIONAL DISTRICT OF ALBERNI-CLAYQUOT)
by its authorized signatories:)

_____))
Chairperson)

_____))
Chief Administrative Officer)

COULSON AIRCRANE LTD. by its authorized)
signatory(ies):)

_____))
Name:)

_____))
Name:)

SCHEDULE "A" PREMISES

REFERENCE PLAN TO ACCOMPANY A LEASE OF PART OF BLOCK F, OF BLOCK 209,
DISTRICT LOTS 130, 157, 171, 172, AND 204, ALBERNI DISTRICT. LEASE AND
APPROVAL OF THE APPROVING OFFICER AND PROVINCIAL AGRICULTURAL LAND
COMMISSION TO EXPIRE ON THE 31ST DAY OF DECEMBER, 2056.
PURSUANT TO SECTION 99(1)(k) OF THE LAND TITLE ACT.

PLAN EPP61119

BCGS 92E.036

0 50 100 150 200 250

THE INTENDED PLOT SIZE IS 432mm IN WIDTH AND 560mm IN HEIGHT
(B SIZE) WHEN PLOTTED AT A SCALE OF 1:2500.

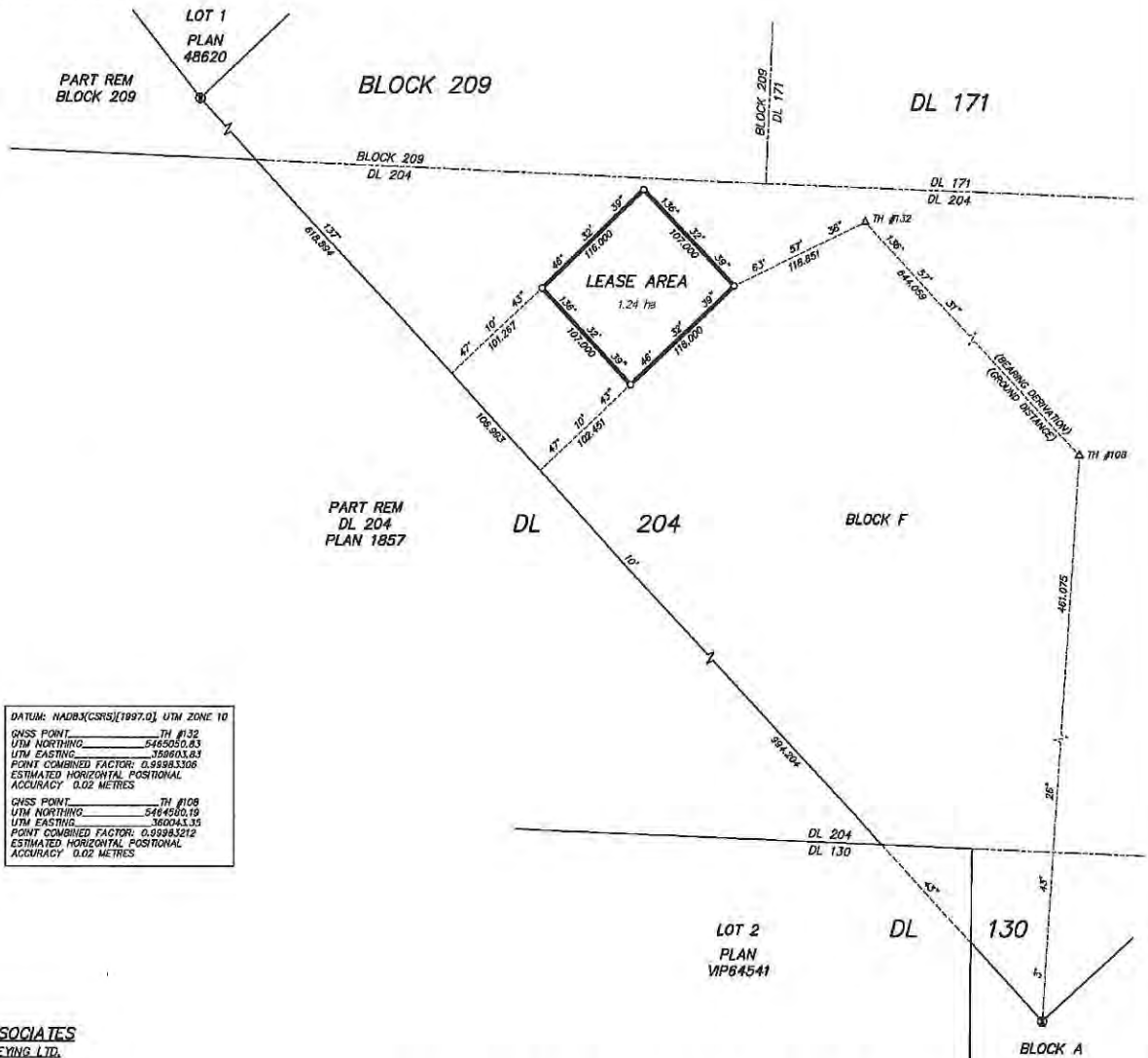
LEGEND

GRID BEARINGS ARE DERIVED FROM DIFFERENTIAL
DUAL FREQUENCY GNSS OBSERVATIONS AND ARE
REFERRED TO THE CENTRAL MERIDIAN OF UTM
ZONE 10 (123° WEST LONGITUDE).

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL
DISTANCES UNLESS OTHERWISE SPECIFIED. TO
COMPUTE GRID DISTANCES MULTIPLY GROUND-LEVEL
DISTANCES BY THE AVERAGE COMBINED FACTOR OF
0.99983258. THE AVERAGE COMBINED FACTOR HAS
BEEN DETERMINED BASED ON A MEAN ELLIPSOIDAL
ELEVATION OF 55.97 METRES.

THE UTM COORDINATES AND ESTIMATED HORIZONTAL
POSITIONAL ACCURACY ACHIEVED ARE DERIVED FROM
DUAL FREQUENCY GNSS OBSERVATIONS POST-PROCESSED
USING NATURAL RESOURCE CANADA'S PRECISE POINT
POSITIONING (PPP) SERVICE.

- ⊙ DENOTES STANDARD CAPPED POST FOUND
- DENOTES STANDARD IRON POST SET
- △ DENOTES GNSS TRAVERSE POINT SET



DATUM: NAD83(CRS15)[1997.0], UTM ZONE 10	
GNSS POINT	TH #132
UTM NORTHING	5465050.83
UTM EASTING	360043.35
POINT COMBINED FACTOR	0.99983306
ESTIMATED HORIZONTAL POSITIONAL ACCURACY 0.02 METRES	
GNSS POINT	TH #108
UTM NORTHING	5464580.19
UTM EASTING	360043.35
POINT COMBINED FACTOR	0.99983212
ESTIMATED HORIZONTAL POSITIONAL ACCURACY 0.02 METRES	

SIMS ASSOCIATES
LAND SURVEYING LTD.
223 FERRIS ROAD W.
QUALICUM BEACH, B.C. V9K 1S4
PHONE: 250-752-9121
FAX: 250-752-9241
FILE NUMBER: 16-083-1
DRAWING NUMBER: 16-083 REF1.dwg

THIS PLAN LIES WITHIN THE JURISDICTION OF THE APPROVING OFFICER
FOR THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE.
THIS PLAN LIES WITHIN THE AGRICULTURAL LAND RESERVE.

THIS PLAN LIES WITHIN THE ALBERNI-CLAYOQUOT REGIONAL DISTRICT.
THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS
COMPLETED THE 12TH DAY OF APRIL, 2016.
MICHAEL A. SIMS, BCLS #633

SCHEDULE "C" IMPROVEMENTS

Construct or build a 330' x 150' Hangar on Lease Area as shown on EPP61119, and a 330' x 150' Apron in front of the Hangar, or an approximate equivalent.

DRAFT



REQUEST FOR DECISION

To: Wendy Thomson, Acting Chief Administrative Officer and
Regional Board of Directors

From: Mike Irg, Manager of Planning and Development

Meeting Date: June 28, 2017

Subject: Coulson Aircrane Short Term Licence of Use - AVRA

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors extend the Licence of Use Agreement with Coulson Aircrane for a maximum of six (6) months for a sum of \$10.00 for the term of this licence at the Alberni Valley Regional Airport for the purpose of constructing works on a portion of land before the land is subdivided by leasehold plan.

Summary:

The ACRD advertised various lease opportunities at the AVRA. Coulson Aircrane submitted a proposal for a portion of land adjacent to their current facility. Coulson's has requested a lease term of forty (40) years, which will be subject to approval by the Provincial Subdivision Officer.

Coulson's would like to continue clearing and prepping the site before the long-term lease is approved by the Provincial Approving officer and registered at the Land Titles Office. The Licence of Use will allow work to start on the site, which may include land clearing, site preparation, drainage work and hard surfacing. The term of the licence extension will be for up to six (6) months, with a clause that cancels the licence when the lease agreement is completed and signed. The licence was prepared with input from our lawyers.

Time Requirements – Staff & Elected Officials:


Staff time to finalize the Licence of Use and work with Coulson's on the Lease Agreement.

Financial:

Coulson Aircrane will pay the ACRD the sum of ten dollars (\$10.00) for the term of this licence.

Submitted by: 

Mike Irg, MCIP, RPP
Manager of Planning and Development

Approved by: 

Wendy Thomson, Acting Chief Administrative Officer

LICENCE OF USE

THIS AGREEMENT made the _____ day of _____, 2017.

BETWEEN:

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

3008 Fifth Street
Port Alberni, BC V9Y 2E3

(the "**Regional District**")

OF THE FIRST PART

AND:

COULSON AIRCRANE LTD.

(Inc. No. BC0297018)

1800-401 West Georgia Street
Vancouver, BC V6B 5A1

(the "**Licensee**")

OF THE SECOND PART

W H E R E A S:

- A. The Regional District is the owner of land legally described as:
- Part of Block F of Block 209, District Lots 130, 157, 171, 172 and 204, Alberni District
- (the "**Land**");
- B. The Regional District and the Licensee intend to negotiate, but have not yet executed, a ground lease under which the Regional District as landlord would lease a portion of the Land to the Licensee as tenant (the "**Lease**"), and the parties acknowledge that certain works will need to be constructed on the Land before the subdivision of the Land necessary to create a leasehold parcel is approved by the Subdivision Approving Officer;
- C. The Licensee would like to begin constructing certain works on the Land before the Land is subdivided by leasehold plan;
- D. The Licensee wishes to be granted this licence of use to use that portion of the Land as shown outlined in bold on the sketch map attached as Schedule "A" hereto (the "**Licence Area**") for the purpose of constructing certain works on the Land.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the construction of the works by the Licensee, and the licence fee to be paid by the Licensee to the Regional District, and in consideration of the premises and covenants and agreements contained in this agreement (the "**Agreement**"), the Regional District and the Licensee covenant and agree with each other as follows:

1.0 RIGHT OF USE

- 1.1 The Regional District, subject to the performance and observance by the Licensee of the terms, conditions, covenants and agreements contained in this Agreement and to earlier termination as provided in this Agreement, grants to the Licensee a non-exclusive right by way of licence for the Licensee, its agents, employees, and invitees, together with machinery, vehicles, equipment and materials to:
- (a) use that portion of the Licence Area outlined on the Schedule "A" and marked "Access Area" for the purpose of gaining access to the License Area; and
 - (b) use the Licence Area for the purpose of constructing those works and making those improvements to the Licence Area, as described in Schedule "B" (the "**Works**") and for no other purpose.
- 1.2 This Agreement does not grant any interest in the Licence Area to the Licensee.
- 1.3 The Licensee covenants and agrees to use the Licence Area in accordance with the terms of use attached to this Agreement as Schedule "C".

2.0 RESERVATION OF RIGHTS

- 2.1 The Regional District hereby reserves to itself from the grant and the covenants made by it to the Licensee under section 1.0 above the right for the Regional District, its agents, employees, contractors and subcontractors to have full and complete access to the Licence Area to carry out any operations associated with the Regional District's use of the Licence Area.

3.0 LICENCE FEE

- 3.1 In consideration of the right to use granted under this Agreement the Licensee must pay to the Regional District the sum of Ten Dollars (\$10.00) payable on the first day of the Term.

4.0 TERM

4.1 The Term of the Licence granted under this Agreement is from the _____ day of _____, 201 until the earlier of:

- (a) The 31 day of December, 2017; or
- (b) the date on which the Lease becomes effective.

5.0 TAXES

5.1 The Licensee must pay all taxes, rates, duties and assessments whatsoever, whether federal, provincial, municipal or otherwise charged upon the Licensee or the Regional District as a result of the Licensee's occupation of or use of the Licence Area. Without in any way restricting the generality of the foregoing, the Licensee must pay to the Regional District G.S.T. on the licence fee or like similar tax.

6.0 CONSTRUCTION

6.1 The Licensee must not construct the Works, unless:

- (a) prior to constructing the Works, it has obtained the Regional District's approval in writing for any plans, working drawings, specifications, and elevations;
- (b) prior to constructing the Works, it has obtained the necessary permits from any and all authorities having jurisdiction to authorize the Works;
- (c) it obtains all required inspections, and carries out the Works in accordance with all enactments;
- (d) on completion of the Works, it delivers final as-built drawings to the Regional District.

6.2 The Licensee must not occupy any buildings or structures constructed on the Licence Area without first obtaining an occupancy certificate from the Regional District's Building Inspector.

6.3 The Licensee will construct, repair and maintain the Works at its sole cost and expense.

6.4 The Licensee acknowledges and agrees that:

- (a) any right to lease the Licence Area at the end of the Term is subject to final agreement by the parties as to the terms of the Lease, approval of the subdivision of the Land by leasehold plan by the Subdivision Approving Officer, and a resolution of the Board of

Directors of the Regional District agreeing to enter into the Lease;
and

- (b) if the Licensee constructs all or part of the Works on the Licence Area in advance of the Lease being approved as set out in this section 6.4 it does so solely at its own risk and the Regional District shall not be liable for any damages, costs or expenses incurred by the Licensee as a result of the construction of the Works.

7.0 REGULATIONS

- 7.1 The Licensee must comply promptly at its own expense with all statutes and regulations applicable to the use of the Licence Area, and with the legal requirements of all authorities, including an association of fire insurance underwriters or agents, and all notices issued under them that are served upon the Regional District or the Licensee.

8.0 INSURANCE

- 8.1 The Licensee must take out and maintain during the Term of the Licence a policy of comprehensive general liability insurance against claims for bodily injury, death or property damage arising out of the use of the Licence Area by the Licensee in the amount of not less than five million dollars (\$5,000,000.00) per single occurrence or such greater amount as the Regional District may from time to time designate, naming the Regional District as an additional insured party thereto and must provide the Regional District with a certified copy of such policy or policies.
- 8.2 All policies of insurance must contain a clause requiring the insurer not to cancel or change the insurance without first giving the Regional District thirty days' prior written notice.
- 8.3 If the Licensee does not provide or maintain in force the insurance required by this Agreement, the Regional District may take out the necessary insurance and pay the premium for periods of one year at a time and the Licensee must pay to the Regional District as additional Licence fees the amount of the premium immediately on demand.
- 8.4 If both the Regional District and the Licensee have claims to be indemnified under any insurance required by this Agreement, the indemnity must be applied first to the settlement of the claim of the Regional District and the balance, if any, to the settlement of the claim of the Licensee.
- 8.5 The deductible on the policy of insurance must be not more than five thousand dollars (\$5,000.00).

9.0 RELEASE AND INDEMNITY

- 9.1 The Licensee releases the Regional District, its elected and appointed officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee (including fees of solicitors on a solicitor and own client basis) or liability which the Licensee may have against any or all of them arising from or in connection with the use of the Licence Area by any person or the carrying on upon the License Area of any activity in relation to the Licensee's use of the Licence Area.
- 9.2 The Licensee must indemnify and save harmless the Regional District, its elected and appointed officials, appointed officers, employees and agents from and against any and all claim, right, remedy, action, cause of action, loss, damage, expense, fee (including fees of solicitors on a solicitor and own client basis) or liability of any nature whatsoever arising from or in connection with any breach, default, violation, or non-performance of any condition or covenant of this Agreement to be fulfilled, kept, observed, or performed by the Licensee.
- 9.3 The Licensee must indemnify and save harmless the Regional District, its elected and appointed officials, appointed officers, employees and agents from and against any and all claim, right, remedy, action, cause of action, loss, damage, expense, fee (including fees of solicitors on a solicitor and own client basis) or liability of any nature whatsoever arising from or in connection with the use of the Licence Area by any person, or the carrying on upon the License Area of any activity in relation to the Licensee's use of the Licence Area.

10.0 BUILDERS' LIENS

- 10.1 The Licensee must indemnify the Regional District from and against any builder's liens and must upon the request of the Regional District immediately cause any registered lien to be discharged from title to the Licence Area.

11.0 NOTICES

11.1 Notices

- (a) Each notice sent pursuant to this Agreement ("**Notice**") shall be in writing and shall be sent to the relevant party at the relevant address, facsimile number or e-mail address set out below. Each such Notice may be sent by registered mail, by commercial courier, by facsimile transmission, or by electronic mail.
- (b) The Contact Information for the parties is:

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT	COULSON AIRCRANE LTD.
3008 Fifth Avenue Port Alberni, BC V9Y 2E3	4890 Cherry Creek Road Port Alberni, BC V9Y 8E9
Attention: Mark Fortune	Attention Britton Coulson
Email: lbairport@acrd.bc.ca Tel. No. 250-725-3751	Email: britton.coulson@coulsongroup.com Tel. No. 250-724-7634

or at the address a party may from time to time designate. Notice shall be deemed to have been received forty-eight hours after the time and date of delivery. If, at the time of delivery, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow-down, lock-out or other labour dispute, then the Notice may only be given by actual delivery of it.

12.0 TERMINATION

12.1 If the Licensee is in default on the payment of Licence fees, or the payment of any other sum payable under this Agreement, or is in breach of this Agreement, and if the default continues after the giving of notice in writing by the Regional District to the Licensee, then the Regional District may terminate this Agreement and the rights of the Licensee with respect to the Licence Area lapse and are absolutely forfeited.

12.2 If

- (a) either party provides the other with at least 60 days' written notice that it does not intend to enter into the Lease; or
- (b) the subdivision of the Land by leasehold plan is not approved by the Subdivision Approving Officer;

then this Agreement is terminated, and the rights of the Licensee with respect to the Licence Area then lapse and are absolutely forfeited.

12.3 If this Agreement expires or is terminated in accordance with any of the provisions of this Agreement, the Regional District may require removal of any of the Works, and if the Licensee fails to remove any of the Works

within thirty (30) days' written notice to remove, the Works shall remain on the Licence Area without compensation to the Licensee therefore and they shall become the sole and exclusive property of the Regional District.

13.0 OWNERSHIP OF WORKS

13.1 The Regional District and the Licensee agree that the title to and ownership of the Works will at all times during the Term of this Agreement be vested in the Licensee, notwithstanding any rule or law as to the immediate vesting of the title to and ownership of the Works in the Regional District as owner of the freehold. The title to and ownership of, the Works will not pass to or become vested in the Regional District until the expiration or termination of this Agreement either by forfeiture, default, or lapse of time, in which event the Works will become the absolute property of the Regional District free of all encumbrances, but only in the circumstances described in section 12.3.

14.0 FORFEITURE

14.1 The Regional District, by waiving or neglecting to enforce a breach of this Agreement, does not waive the Regional District's rights upon any subsequent breach of the same or any other provision of this Agreement.

15.0 REPAIRS AND MAINTENANCE

15.1 The Licensee must repair and maintain the Licence Area to a high standard of repair and cleanliness.

15.2 The Licensee is responsible for, and must repair, any damage to the Licence Area arising from or in connection with the use of the Licence Area by any person or the carrying on upon the Licence Area of any activity in relation to the Licensee's use of the Licence Area.

15.3 If the Licensee fails to repair or maintain the Licence Area in accordance with this Agreement, the Regional District may, by its agents, employees or contractors make the required repairs or do the required maintenance and the cost of the repairs or maintenance is a debt due from the Licensee to the Regional District.

15.4 In making the repairs or doing the maintenance the Regional District may bring and leave upon the Licence Area the necessary materials, tools and equipment and the Regional District is not liable to the Licensee for any inconvenience, annoyance, loss of business or other injuries suffered by the Licensee by reason of the Regional District effecting the repairs or maintenance.

15.5 The Licensee releases the Regional District, its elected and appointed officials, appointed officers, employees and agents from and waives any claim, right, remedy, action, cause of action, loss, damage, expense, fee

or liability which the Licensee may have against any or all of them in respect of an act of the Regional District under section 15.0 except insofar as such claim, right, remedy, action, cause of action, loss, damage, expense, fee or liability arises from the negligence of the Regional District, its elected officials and appointed officers, employees, agents or contractors.

16.0 ENVIRONMENTAL MATTERS

16.1 For the purposes of section 16.2 below:

- (a) "Contaminants" means any pollutants, contaminants, deleterious substances, underground or above-ground tanks, asbestos materials, hazardous, corrosive, or toxic substances, special waste or waste of any kind, or any other substance which is now or hereafter prohibited, controlled, or regulated under Environmental Laws; and
- (b) "Environmental Laws" means any statutes, laws, regulations, orders, bylaws, standards, guidelines, permits, and other lawful requirements of any governmental authority having jurisdiction over the Licence Area now or hereafter in force relating in any way to the environment, environmental assessment, health, occupational health and safety, or transportation of dangerous goods, including the principles of common law and equity.

16.2 The Licensee covenants and agrees as follows:

- (a) not to use or permit to be used all or any part of the Licence Area for the sale, storage, manufacture, handling, disposal, use, or any other dealing with any Contaminants, without the prior written consent of the Regional District, which consent may be unreasonably withheld;
- (b) to strictly comply, and cause any person for whom it is in law responsible to comply, with all Environmental Laws regarding the use and occupancy of the Licence Area;
- (c) to promptly notify the Regional District in writing of any release of a Contaminant or any other occurrence or condition at the Licence Area or any adjacent property which could contaminate the Licence Area or subject the Regional District or the Licensee to any fines, penalties, orders, investigations, or proceedings under Environmental Laws;
- (d) on the expiry or earlier termination of this Licence, or at any time if requested by the Regional District or required by any governmental authority under Environmental Laws, to remove from the Licence Area all Contaminants, and to remediate by removal any

contamination of the Licence Area or any adjacent property resulting from Contaminants, in either case brought onto, used at, or released from the Licence Area by the Licensee or any person for whom it is in law responsible. The Licensee shall perform these obligations promptly at its own cost and in accordance with Environmental Laws. All such Contaminants shall remain the property of the Licensee, notwithstanding any rule of law or other provision of this Licence to the contrary and notwithstanding the degree of their affixation to the Licence Area; and

- (e) to indemnify the Regional District and its elected officials, appointed officers, employees, agents, successors, and assigns from any and all liabilities, actions, damages, claims, remediation cost recovery claims, losses, costs, orders, fines, penalties, and expenses whatsoever (including all legal and consultants' fees and expenses and the cost of remediation of the Licence Area and any adjacent property) arising from or in connection with:
 - (i) any breach of or non-compliance with the provisions of this section 16.2 by the Licensee; or
 - (ii) any release or alleged release of any Contaminants at or from the Licence Area related to or as a result of the use and occupation of the Licence Area or any act or omission of the Licensee or any person for whom it is in law responsible.

16.3 The obligations of the Licensee under section 16.2 above shall survive the expiry or earlier termination of this Agreement.

17.0 SURVIVAL OF RELEASE AND INDEMNITY

17.1 The Licensee's obligation to release and indemnify the Regional District under any provision of this Agreement by reason of any matter arising prior to the end of the Term shall survive the expiry or earlier termination of this Agreement.

18.0 NO COMPENSATION

18.1 The Licensee is not entitled to compensation for any loss, including economic loss, or injurious affection or disturbance resulting in any way from the termination of the License or the loss of the Licensee's interest in the Works or any other building, structure or improvement built or placed on the Licence Area.

19.0 NON-DEROGATION

19.1 Nothing contained in this Agreement shall prejudice or affect the rights and powers of the Regional District in the exercise of its functions under any public or private statutes, bylaws, orders or regulations, all of which

may be fully and effectively exercised in relation to the Licence Area as if this Agreement had not been executed and delivered.

20.0 MISCELLANEOUS

- 20.1 The execution and delivery of this Agreement, and the completion of the transactions contemplated by this Agreement, if any, have been duly and validly authorized by all necessary corporate action of the Licensee, and this Agreement constitutes a legal, valid and binding obligation of the Licensee, enforceable against the Licensee in accordance with its terms.
- 20.2 Waiver of any default by a party is not a waiver of any subsequent default.
- 20.3 The Licence is personal to the Licensee and the Licensee may not assign its interest to any other person without the written consent of the Regional District, which consent may be withheld by the Regional District in its sole discretion.
- 20.4 Time is of the essence of this Agreement.

21.0 INTERPRETATION

- 21.1 That when the singular or neuter are used in this Agreement they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.
- 21.2 The headings to the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.
- 21.3 That this Agreement must enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.
- 21.4 This Agreement must be construed in accordance with and governed by the laws applicable in the Province of British Columbia.
- 21.5 All provisions of this Agreement are to be construed as covenants and agreements as though the word importing covenants and agreements were used in each separate paragraph.
- 21.6 A provision in this Agreement granting the Regional District a right of approval must be interpreted as granting a free and unrestricted right to be exercised by the Regional District in its discretion.
- 21.7 This is the entire agreement between the parties.

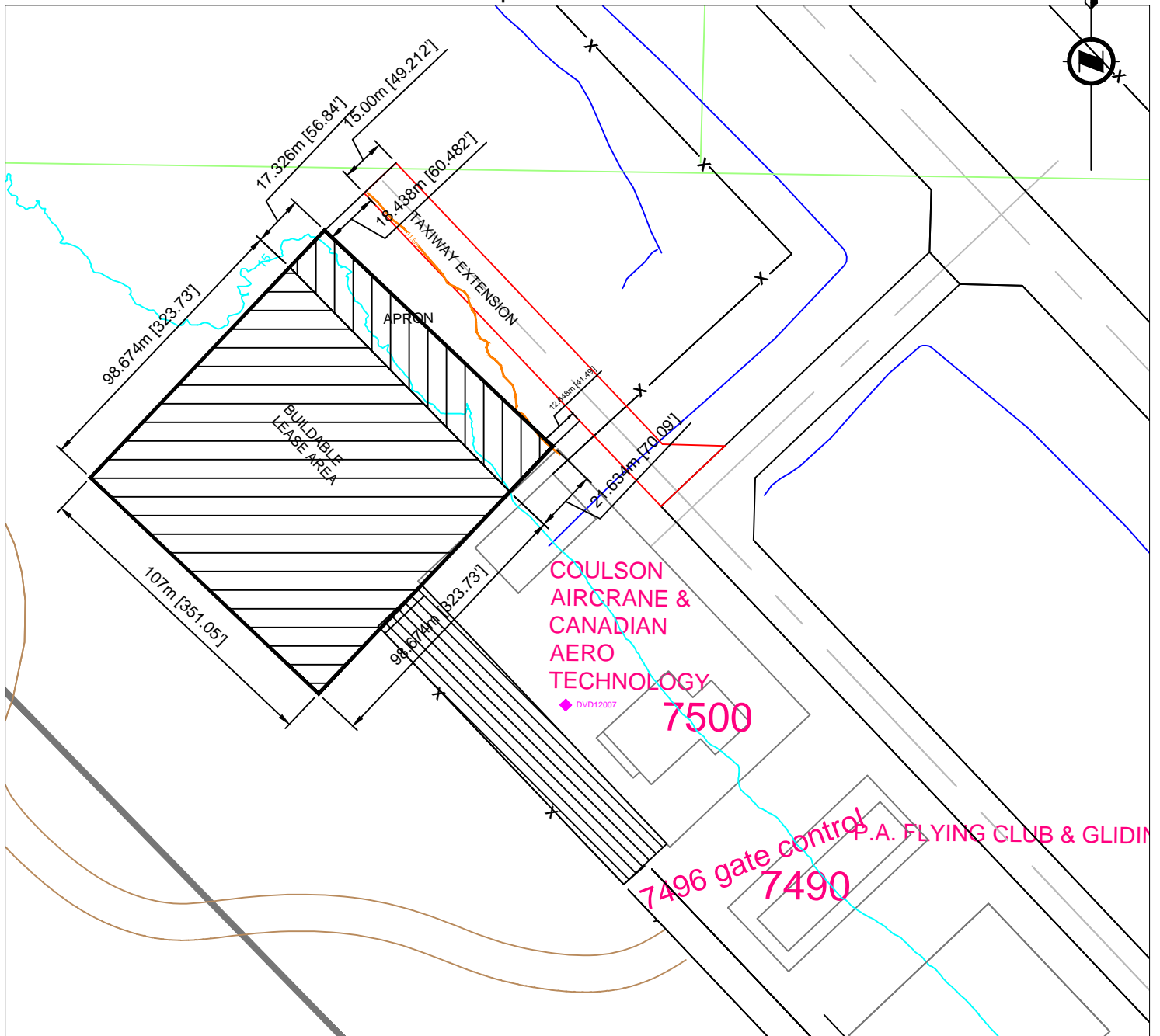
IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT, by its authorized signatory(ies):)
)
)
)
)
)
_____)
Name: Wendy Thomson, Acting CAO)
)
)
)
_____)
Name: John Jack, Chair)

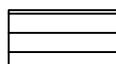


COULSON AIRCRANE LTD., by its authorized signatory(ies):)
)
)
)
)
_____)
Name: Wayne Coulson, President & CEO)
)
)
)
_____)
Name: Susan D. Merivirta, Dr. VP, Finance)

Schedule 'A'

This schedule is attached to and forms part of Lease



Legal Description: Part of BLOCK F, OF BLOCK 209, DISTRICT LOTS 130,157,171,172 AND 204, ALBERNI DISTRICT and BLOCK G, DISTRICT LOT 204, ALBERNI DISTRICT

	Buildable Lease Area 10342.095m ²		Apron Lease Area 2069.799m ²		Access Lease Area 2456.447m ²
---	---	---	--	---	---



1:2000



SCHEDULE "B"
THE WORKS

"Works" for this Licence of Use may include land clearing, site preparation, drainage work and hard surfacing on the lands as shown outlined on Schedule 'A'.



REQUEST FOR DECISION

To: Wendy Thomson, Acting Chief Administrative Officer; and
Regional Board of Directors

From: Agricultural Development Committee and Alex Dyer, Planner

Meeting Date: June 28, 2017

Subject: UBCM Resolution – Class D and E Slaughter Licensing

Recommendation:

THAT the Board of Directors endorse the resolution and background document attached to this memo as Appendix 'A' and direct staff to submit for consideration at the 2017 UBCM Convention.

Desired Outcome:

To encourage regulatory change to include the Alberni-Clayoquot Regional District as a designated region for Class D and E slaughter licensing under the Meat Inspection Regulation of the *Food Safety Act*.

Summary:

At their June 20, 2017 meeting, the Agricultural Development Committee passed a motion to request that staff draft a UBCM resolution for Board endorsement to encourage the proposed change to the Meat Inspection Regulation. The deadline for submitting board-endorsed resolutions directly to UBCM is June 30th.

Background:

In April 2017, the Board of Directors provided a letter of support and endorsed the Alberni Farmers' Institute's request to include the ACRD as a designated region for Class D and E slaughter licensing. The background study and plan prepared by the Abattoir Working Group for the Alberni Farmers' Institute was finalized last month. The plan has now been shared with a number of stakeholders including the Ministry of Agriculture, Island Health, BC Abattoir Association, BC Agricultural Council, BC Sheep Association and contacts within the provincial government. Two representatives from Port Alberni will attend a meeting with senior staff at the Ministry of Agriculture to discuss agriculture initiatives specific to the Vancouver Island region. One of the five topics to be discussed is slaughter licensing reform.

Time Requirements – Staff & Elected Officials:

Minimal time for staff to prepare the draft resolution and background document. There will be time commitments required by senior staff and elected officials at the UBCM conference to put forward the resolution and meet with the Ministry of Agriculture.

Financial:

The project is supported by the Agriculture Plan initiatives budget under Regional Planning. Abattoir licensing reform has been identified by the Agricultural Development Committee as a priority action item to support regional agricultural initiatives.


Policy or Legislation:

The Meat Inspection Regulation of the *Food Safety Act* was established in 2004 to provide a provincial meat inspection and licensing system.

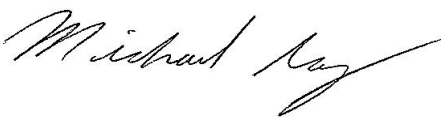
The Alberni Valley Agriculture Plan was adopted in 2011 which sets out goals and objectives to support agriculture and increase food security in the region. Developing local slaughter facilities in the Alberni Valley will work towards achieving some of the primary goals identified in the Plan including improving marketing of Alberni Valley agricultural products, encouraging growth of forage based livestock products and mitigating the ecological impact on the environment.

Options Considered:

1. Not endorse the UBCM resolution as presented
2. Amend the UBCM resolution and submit by June 30th

Submitted by: 

Alex Dyer, Planner

Approved by: 

Mike Irg MCIP RPP, Manager of Planning and Development



Wendy Thomson, Acting Chief Administrative Officer

Expansion of Class D and E Slaughter Licensing**Alberni-Clayoquot Regional District**

WHEREAS the livestock production within the Alberni-Clayoquot Regional District is in decline and there are significant challenges to producers to transport their livestock outside of the region for slaughter;

AND WHEREAS Class 'D' and 'E' slaughter licenses allowing for limited on-farm slaughter of livestock have been shown to stimulate production, and the Alberni-Clayoquot Regional District has committed to working with the Ministry of Agriculture to research and monitor the impact of regulatory change:

THEREFORE BE IT RESOLVED that the Alberni-Clayoquot Regional District be deemed a 'designated region' for Class 'D' and 'E' licenses under the Meat Inspection Regulations of the BC Food Safety Act. B.C. Reg. 205/2014 in order to pilot and research the effect of the expansion of Class 'D' licenses on the area's industry for the benefit of the entire province.

Background Information

Since 2004, changes to the BC Provincial Meat Inspection Regulations have posed significant challenges to small and medium sized livestock producers. The 2011 BC Census of Agriculture shows a 5-year decline in beef, chicken, and pork production of between 24 and 30%.

In a recent survey, 67% of Alberni Valley producers stated they would increase their production if a local red meat slaughter facility were available. Currently, their only option for licensed slaughter requires significant travel distance, resulting in increased production costs, significant stress to animals, and a reduction in meat quality. Farmers are forced to outsource work they have traditionally done themselves, and they lose the ability to market some animal parts. Both of these factors reduce profits and farm viability.

In 2016, the Alberni-Clayoquot Regional District (ACRD) commissioned a study to assess the feasibility of the Class 'A' type slaughter facility allowed by current regulations. The study projected a cost at over \$540,000. Similar projects in other regions have accrued actual costs of over \$800,000. Following release of the study, and after discussion and deliberation, producers came to a consensus that a Class 'A' facility was not a realistic option in the present climate.

As an alternative measure of support, Alberni Valley producers respectfully request that the Alberni-Clayoquot Regional District be classed as a 'designated region' under the Provincial Meat Inspection Regulations, in order to allow for licensed, small-scale 'Class D' and 'E' slaughter facilities. They commit to working with the government and other stakeholders to monitor the impact of such a project, by tracking and documenting the resultant growth in the industry.

Dissatisfaction with the current regulatory framework has been raised in many jurisdictions and by the BC Chamber of Commerce, clearly demonstrating the need for policy amendment or review. Red meat slaughter services will stimulate local production and increase agricultural interest in a region which is well-suited to livestock production. It is anticipated that the resultant growth in the industry will significantly improve the feasibility of a fully inspected Class 'A' facility in the future and the likelihood of a sustainable and vibrant livestock industry.



REQUEST FOR DECISION

To: Board of Directors

From: Alberni-Clayoquot Regional Fisheries Resource Committee/Robert Gunn, Contractor

Meeting Date: June 28, 2017

Subject: Importance of the Fishing Industry in British Columbia

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the new Minister responsible for Fisheries in the Province of BC outlining the importance of fisheries to ourselves, Coastal BC and the Province.

Desired Outcome:

That the new Provincial government will acknowledge the importance of the Fishery industry to not only our region, but to Coastal BC and the Province as a whole and will assign more resources to the Ministry responsible for Fisheries.

Summary:

The Province's role is limited in its jurisdiction but does have a vital interest in the economic health of the fishing industry, particularly in processing and marketing. The Fisheries Committee would like to express hope that the new Provincial government will take into consideration of the importance of the fishing industry in British Columbia and take a more active role.

Background:

The Provincial government has reduced its engagement in the Fisheries Industry in British Columbia during the past few years. Considering this is a billion-dollar industry in our Province it is imperative that the government is involved in a more significant way. Fisheries Committee members have met with the previous government to stress how important the marine fishery and aquaculture sectors are to our region, and particularly to smaller coastal communities.

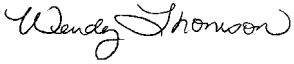
Time Requirements – Staff & Elected Officials:

Minimal – Staff/Contractor time required to draft the letter

Financial:

Minimal – Natural Resource Committee has a 2017 budget of \$5,000 to support this Committee

Submitted by: 
Tracy Bond, Administrative Assistant, Fisheries Resource Committee

Approved by: 
Wendy Thomson, Acting Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

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

Meeting Date: June 28, 2017

Subject: Cherry Creek Community Parks – Moore Road extension

Recommendation:

THAT the ACRD Board of Directors authorize the Acting Chief Administrative Officer or designated signing authority to enter into an agreement with the successful Tenderer for construction of a 110 meter trail along Moore Road.

Desired Outcome:

To expand the original trail construction another 110 meters in order to utilize the full allocation of the Bike BC grant funding before expiry of funding occurs on August 20, 2017.

Background:

The Cherry Creek Community Park service area was created in 2016, the initial intent was to better service the Cherry Creek community with a connecting trail access to the City of Port Alberni municipal boundary. The Cherry Creek Road section is now utilized by both bike and foot traffic and provides a safer corridor for the public to use, removing the traffic from the narrow road.

The Cherry Creek Community Parks – “Walking and Cycling Trail along Cherry Creek Road” tendered contract was awarded to Denis Francoeur Backhoeing. The cost of construction for this section of the trail was approximately \$60,000. The Bike BC grant is a maximum of \$38,549 or 50% of the total eligible project costs for Cherry Creek trails and there is approximately \$8,500 of Bike BC funding remaining.

McGill Engineering has completed the tender package and was advertised on June 22. The closing date for the tender is July 6th. Due to the timing of Board meetings and the requirement to complete the trail by August 20, 2017, staff are requesting that the Board provide the Acting CAO or designated signing authority the ability to enter into the agreement to construct the 110 meters of trail along Moore Road the fully utilize all Bike BC grant funding supplied.

The trail along Moore Road was not an identified project within the budget process within the 2017-2021 Financial Plan. The area Director supports proceeding with the identified works.

Time Requirements – Staff & Elected Officials:

Minimal staff time will be required, project oversight is provided by McGill Engineering.

Financial:


The project will be utilizing the Bike BC grant funding and a portion of the Gas Tax allocation to the Cherry Creek Community Parks service. The original estimate for the trail was \$76,000 and the total cost for the construction of Cherry Creek Road trail is approximately \$60,000. There is approximately \$8,500 of remaining Bike BC grant funding to extend the Cherry Creek trail along Moore Road. Cherry Creek Community Parks has \$80,000 assigned from Gas Tax funding to cover costs associated with the trail building within the service area. The total budget for trails in 2017 is \$135,500.

Policy or Legislation:

The Board of Directors must approve any contract.

Submitted by: 

Andrew McGifford, CPA, CGA, Manager of Environmental Services

Approved by: 

Wendy Thomson, Acting Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors
From: Wendy Thomson, Acting CAO/Dan Holder, ACRD Fire Services Coordinator
Meeting Date: June 28, 2017
Subject: Alberni Valley Fire Training Facility

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors approve the formation of a working committee to explore an Alberni Valley Training Center concept, which will report back to the Board with a needs assessment, feasibility study, estimated costs, location, benefits to the fire departments and examples of other facilities throughout the Province.

Desired Outcome:

To explore the establishment an Alberni Valley training facility for the fire departments within the Alberni Valley.

Background:

The Alberni Valley Fire Chiefs are requesting authorization from the Board to investigate the needs and costs associated with establishing an Alberni Valley training facility for the fire departments. The attached report from D. Holder, Fire Service Coordinator provides further detail on the request.


Time Requirements – Staff & Elected Officials:

Minimal. The working committee would be comprised of the Alberni Valley Fires Chiefs and Training Officers (Deputies) and the Fire Service Coordinator. The volunteer fire departments of Tofino, Ucluelet and Bamfield will be invited to partake in the discussions to see if there is an interest to participate.

Financial:

The ACRD Volunteer Fire Departments will provide any required funding.

Submitted by: 
Dan Holder, ACRD Fire Services Coordinator

Approved by: 
Wendy Thomson, Acting CAO



FIRE SERVICE COORDINATOR REPORT

TO: Wendy Thomson, Acting CAO
FROM: Dan Holder, Fire Service Coordinator
DATE: June 1, 2017

SUBJECT: Alberni Valley Fire Training Facility

ISSUE:

The Alberni Valley Fire Chiefs are requesting authorization from the Board to investigate the needs and costs associated with establishing an Alberni Valley training facility for the fire departments within the valley.

BACKGROUND:

At local chief's meetings discussions, have taken place about the need for a training facility that would serve the fire departments within the Alberni Valley.

Currently, Sproat Lake Volunteer Fire Department has a facility that has been successfully built and sustained and is in operation, however it does not have the infrastructure and other requirements that are required by all the departments. The site continues to have improvements and repairs conducted on a yearly basis. The location of this site is not ideal as due to its remote location and is subject to vandalism. It is difficult and expensive for a single department to maintain and operate a facility on their own.

Other regional districts and fire departments have built and maintained modern facilities that provide for safe, environmentally friendly, and Justice Institute accredited training sites. These sites are designed to provide the necessary training props required for compliance with the training standards as outlined in the Office of the Fire Commissioners Playbook. The current Sproat Lake center would require additional props to comply for Playbook certification.

Some of the Valley departments are using the Sproat Lake Volunteer Fire Department facility while others are going to Comox or traveling to Maple Ridge to conduct live fire training. Travelling out of the region is both costly and not always available or convenient for the volunteers and career departments.

Having a training center facility situated within the Valley will provide opportunities for our local departments by providing better access for both volunteer and career firefighters. It would be utilized during the day, evenings, and weekends.

Recruitment and retention are common problems with volunteer fire departments. Part of the problem is that volunteers train on a regular basis, but see very little real action. Having the opportunities to experience training that is similar to live action training provides enthusiasm and fulfillment.

RECOMMENDATION:

It is recommended that:

1. The Board approve the formation of a working committee to explore an Alberni Valley training center concept. The working committee will report back to the Board with a needs assessment, feasibility study, estimated costs, location, benefits to the fire departments and examples of other facilities throughout the Province.
2. That the departments of Tofino, Ucluelet and Bamfield be invited to partake in the discussions to see if there is an interest to participate.
3. The working committee be comprised of:
 - The Alberni Valley Fire Chiefs and Training Officers (Deputies)
 - The Fire Service Coordinator

I Concur,



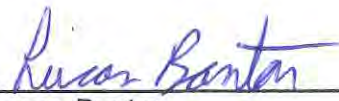
Charlie Starratt,
Fire Chief
Beaver Creek Volunteer Fire Department



Mike Cann
Fire Chief
Sproat Lake Volunteer Fire Department

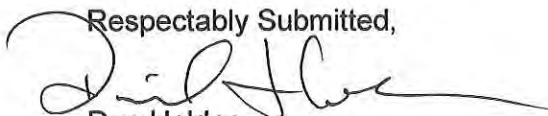


Kelly Gilday
Fire Chief
Port Alberni Fire Department



Lucas Banton
Fire Chief
Cherry Creek Volunteer Fire Department

Respectably Submitted,



Dan Holder,
Fire Service Coordinator



REQUEST FOR DECISION

To: Board of Directors

From: Marcie DeWitt, ACHN Coordinator/Shellie Lyle, Administrative Assistant

Meeting Date: June 28, 2017

Subject: Poverty Reduction Protocol /Theory of Change

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors endorse the “Working Together to Reduce Poverty Protocol” agreement with the Alberni-Clayoquot Health Network for the Alberni-Clayoquot Regional District.

Summary:

The Alberni Clayoquot Regional District (ACRD) currently experiences the 4th highest rates of poverty out of 29 Regional Districts in BC, with a child poverty rate of 32.2% and significant barriers around housing, transportation and health access which vary between urban, rural, remote and First Nation communities. Many organizations in the region offer services to address these issues but in order to be effective an overarching poverty reduction strategy has proven to be the most effective course of action in regions throughout Canada. Recognizing that poverty is a complex issue which cannot be addressed by any one organization or initiative, leaders in the ACRD have begun to bring together local stakeholders to discuss, identify opportunities and plan around poverty reduction. Once the resolution is endorsed there will be a signing event with local communities.

Background:

In order to maintain the conversation the Alberni Clayoquot Health Network (ACHN) convened a workshop on May 30th to begin the process of identifying outcomes which aim to reduce and/or alleviate poverty in the ACRD. Facilitated by Scott Graham from SPARC BC, the workshop brought together 50 participants from provincial and local government, local service providers, ministries and organizations, First Nation communities, as well as representatives from the community at large. From this workshop we were able to develop a Theory of Change which identifies some key areas we can address to begin seeing change in regional poverty. Most importantly, this Theory of Change provides us with a starting point, shared goals and a framework to measure our impact as we move forward. This Theory of Change was presented to local leadership for input on next steps and the desire for the creation of a Poverty Reduction Protocol was voiced. The intent of such a protocol is to further engage and educate local, provincial and federal leadership in this process to ensure ongoing engagement, advocacy and resourcing around this complex social issue and outcomes identified in the Theory of Change.

Poverty Reduction Protocol/Theory of Change


Time Requirements – Staff & Elected Officials:

Director’s and staff time to participate in 1 to 2 events annually.

Financial

Minimal.

Submitted by: _____
Marcie DeWitt, ACHN Coordinator/Shellie Lyle, Administrative Assistant

Approved by:  _____
Wendy Thomson, Acting Chief Administrative Officer

ALBERNI CLAYOQUOT WORKING TOGETHER TO REDUCE POVERTY PROTOCOL AGREEMENT

WE INVITE YOU TO ASSIST TO PLAN AND TAKE ACTION TO REDUCE POVERTY IN THE ALBERNI CLAYOQUOT REGION BY SIGNING AND ADDING YOUR VOICE.

Whereas the World Health Organization has determined poverty to be the single most significant determinant of health; and

Whereas the population of the Alberni-Clayoquot Regional District (ACRD) experiences a high degree of both poverty and poor health with the fourth highest rate of poverty of 29 Regional Districts in BC and a child poverty rate of 32.2%; and

Whereas the Alberni Clayoquot Health Network (ACHN) is devoted to improving the health of communities in the ACRD by addressing the social determinants of health;

Be it resolved that the undersigned bodies will collaborate to:

1. Actively participate in the ongoing development of the 'Working Together to Reduce Poverty Theory of Change' with the ACHN and other community organizations;
2. Assist to organize events and campaigns to support initiatives directed at, and raise awareness of, the challenges our communities must overcome to reduce poverty;
3. Where possible, access and lobby for resources to assist identified actions;
4. Always consider the innate connection between poverty and health outcomes when formulating policy, planning for the future of our communities, and in our everyday activities as leaders in the ACRD.

This protocol shall be formally reviewed at least every three years, using the 'Working Together to Reduce Poverty Theory of Change' to evaluate benchmarks and set priorities.

Signed this ___ day of _____ 2017 in Port Alberni, BC



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Development Variance Application

DATE: April 20, 2017

ACRD FILE NO.: DVD17004

APPLICANTS: James and Catherine Braiden

LEGAL DESCRIPTION: DISTRICT LOT 41, ALBERNI DISTRICT, EXCEPT PART IN PLANS 1191, 1880, 14018 AND 29251

LOCATION: 8467 Bothwell Road

ELECTORAL AREA: "D" Sproat Lake

APPLICANT'S INTENTION: The applicants are applying to reduce the required setback for a structure containing farm animals in an R District from 30 feet to 15 feet on the west side lot line to allow for the construction of a proposed 1,024 square foot two stall horse barn.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVD17004.

Development Variance DVD17004:

- i. Development variance of Section 6.18(7) of the ACRD Zoning Bylaw No. 15 to reduce the required setback for a structure containing farm animals in an R District from 9.144 metres (30 feet) to 4.57 metres (15 feet) on the west side lot line to allow for the construction of a barn as shown on the site plan attached as Appendix 'A'.

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

Observations:

- i. **Status of Property:** The +/- 2.07 hectare (+/- 5.1 acre) lakefront property is located at the

DVD17004

eastern intersection of Bothwell Road and Faber Road. There is a single family dwelling, cabin and outbuildings located on the northern portion of the parcel closer to the lake. A 0.5 acre portion of the property lies on the south west side of Bothwell where the proposed barn would be built. This portion of the property is partially treed with the area around the building site cleared with a driveway access built from Bothwell. This portion of the property generally increases in slope from north east to south west (away from Bothwell). There were outcrops of bedrock visible on the southern portion of lot limiting the available building envelope.

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal. The existing septic system is located on the north side of the property with no plans to develop a septic system on the portion where the barn would be located.
- b. **Water Supply:** Water intake from Sproat lake.
- c. **Fire Protection:** Sproat Lake Volunteer Fire Department
- d. **Access:** The property fronts onto Faber Road but there is no built connection to Faber at this time. There are two driveway accesses from Bothwell Road – one driveway on the north side to access the house and accessory building and one driveway on the south side to access the proposed barn.

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

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Sproat Lake OCP designates the property as “Residential Use”. There are no Development Permit Areas that would impact development on the south west portion of the property.

The proposal complies with the policies and objectives of the Sproat Lake Official Community Plan.

- c. **Zoning:** The property is zoned Acreage Residential (RA1) District. Accessory buildings in the RA1 District are required to be 40 feet from the front and 3 feet from the rear and side lot lines. In this case on this portion of the property, both the lot line adjacent to Faber and the lot line adjacent to Bothwell would be considered front yards and the west lot line would be considered the side yard.

Section 6.18 of the Zoning Bylaw regulates the Keeping of Animals in an A and R District. Section 6.18(7) states that “in no case shall buildings, structures, cages, pens or runs be located less than 9.144 metres (30 feet) from lot lines or dwellings on the same lot”. The proposed building is intended to be used as a two stall horse barn with associated tack room and tack and grain storage area.

The applicants are applying to reduce the required setback for a structure

DVD17004

containing farm animals in an R District from 30 feet to 15 feet on the west side lot line to allow for the construction of the horse barn as proposed.

Comments:

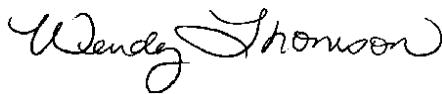
The portion of the property where the applicants intend to build the barn is limited in development potential. It is a 0.5 acre triangular piece dissected on all sides by public road and would not meet the minimum lot size supported in the OCP for subdivision.

The intent of the Keeping of Animals in an A and R District portion of the Zoning Bylaw (Section 6.18) is to regulate the number of animals kept on a property based on lot size and to require increased setbacks for buildings and enclosures where animals would be kept. The increased building setback is intended to reduce the impact on neighbouring properties. In this case, the proposed barn would be located 15 feet from the west lot line but it should be noted that there is a 33 foot wide unbuilt public laneway directly adjacent to the property on the west side. This would mean that the west side of the barn as proposed would effectively be 48 feet from the neighbouring private property to the west. The area surrounding the building site is well treed and the barn would be built in an area excavated into the slope adjacent to an outcrop of bedrock.

The reduced setback would appear to have minimal impact on the neighbouring properties. Planning staff recommends that the Board proceed with the neighbour notification process for this variance application.

Submitted by: 
 Alex Dyer, Planner

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


 Wendy Thomson, Acting Chief Administrative Officer

DVD17004

MAR 13 2017

4.58acre

175.59m

1.58m

78.21m

51.51m

MIN SIDEYARD SETBACK IS 30' - PROPOSED 15' (4.5M)

6.49m

56.48

63.81m

Bothwell Road

12.19m

6.59m

46.80m

0.53acre

6.38m

S-15 (M.O.T.I.)

76.40m

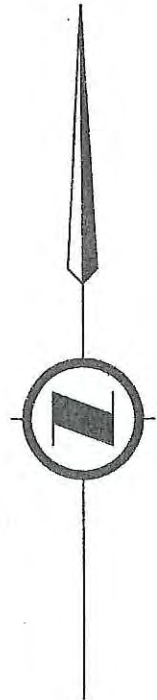
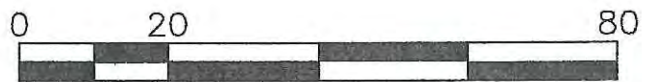
63.68m

Faber Road

Rem DL 41, Alberni District

5.78m

1:1000



ASSUMED

A
B

STALL WIDTH
CAN BE
INCREASED TO
12' WIDE
IF
PREFERRED

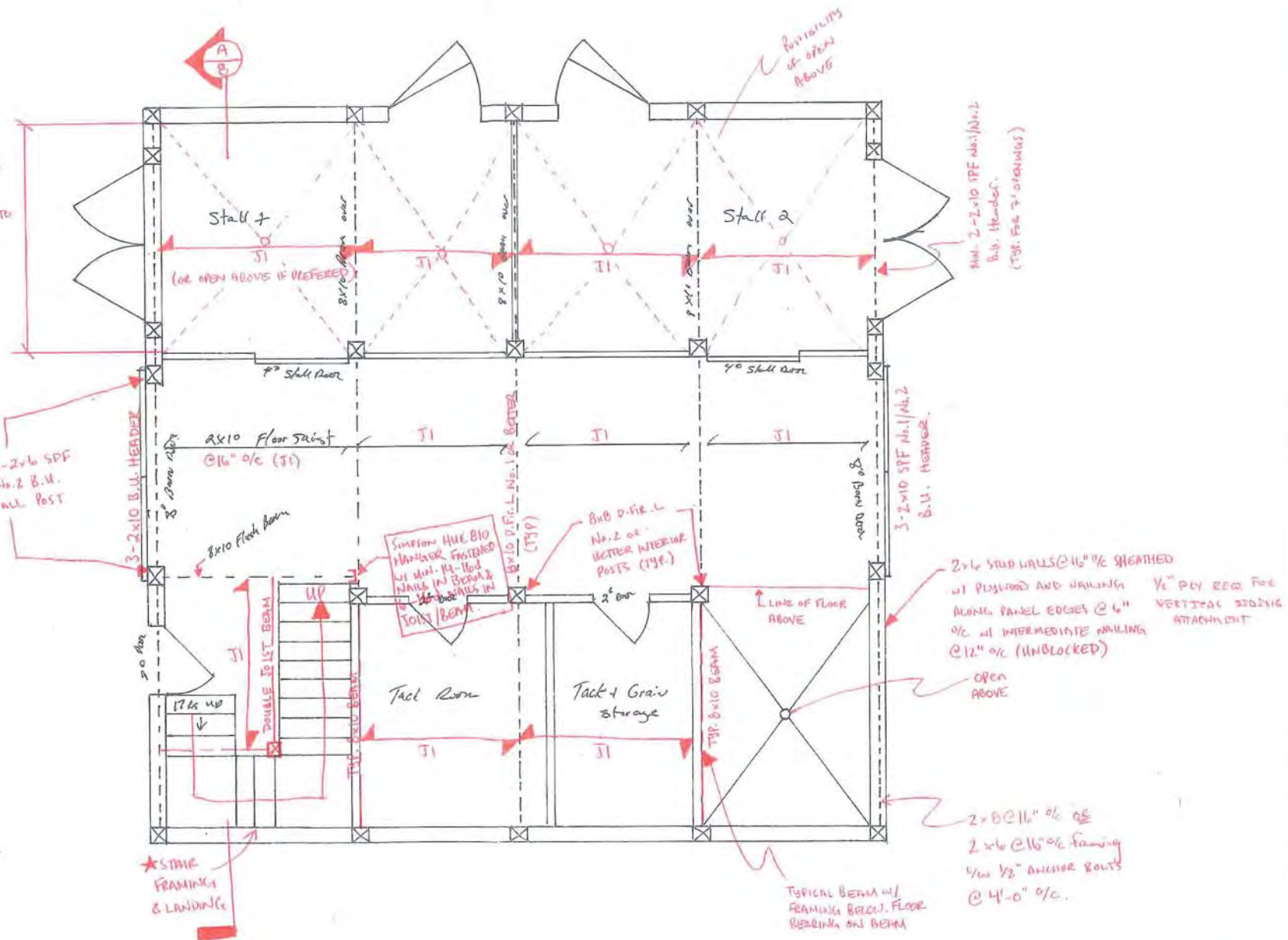
Min. 3-2x6 SPF
No. 1/No. 2 B.U.
Ext. Wall Post

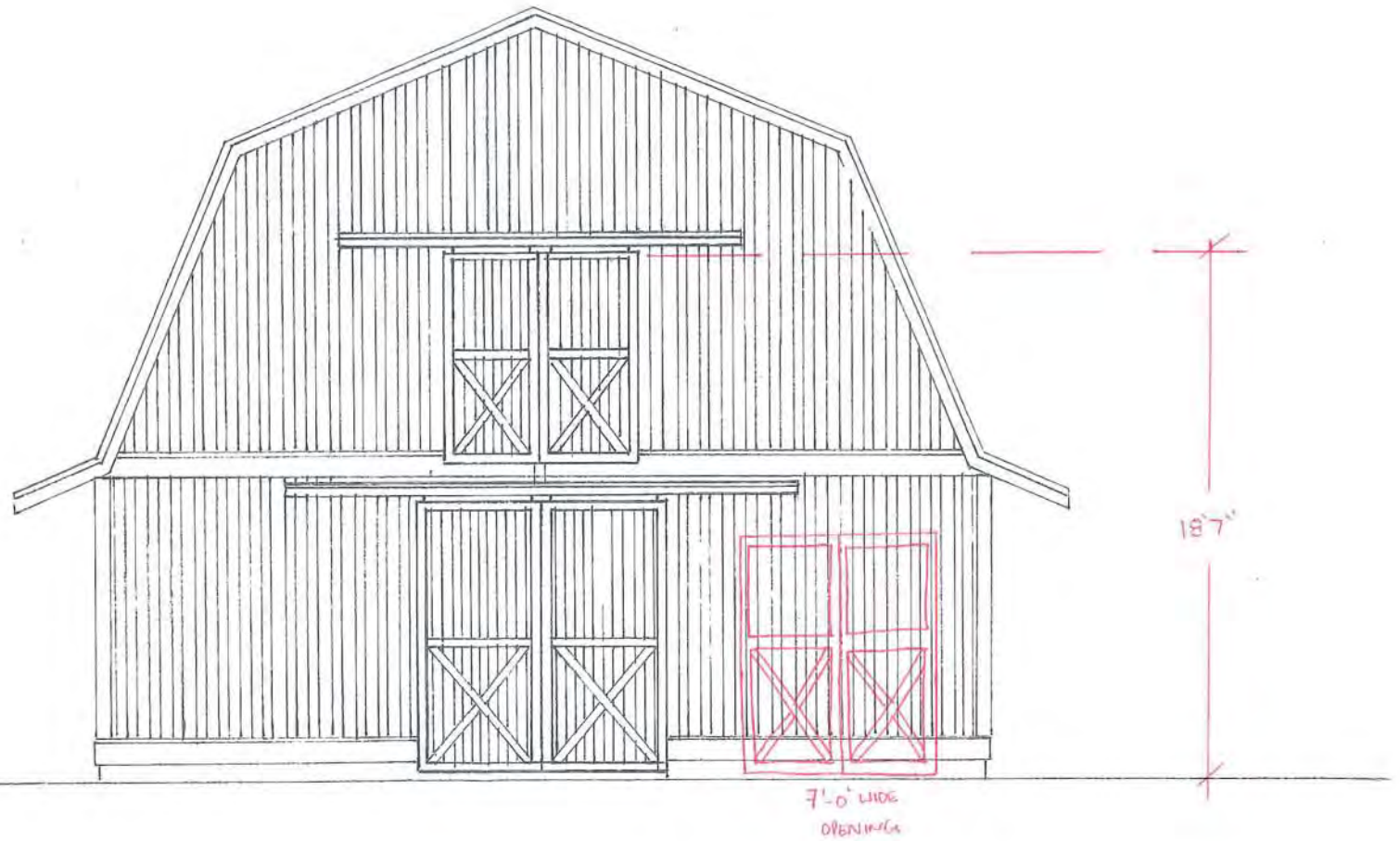
NOTE: ALL SUPPORT POSTS TO BE
3-2x6 SPF No. 1/No. 2 B.U.
UNLESS OTHERWISE STATED.



MAIN FLOOR PLAN

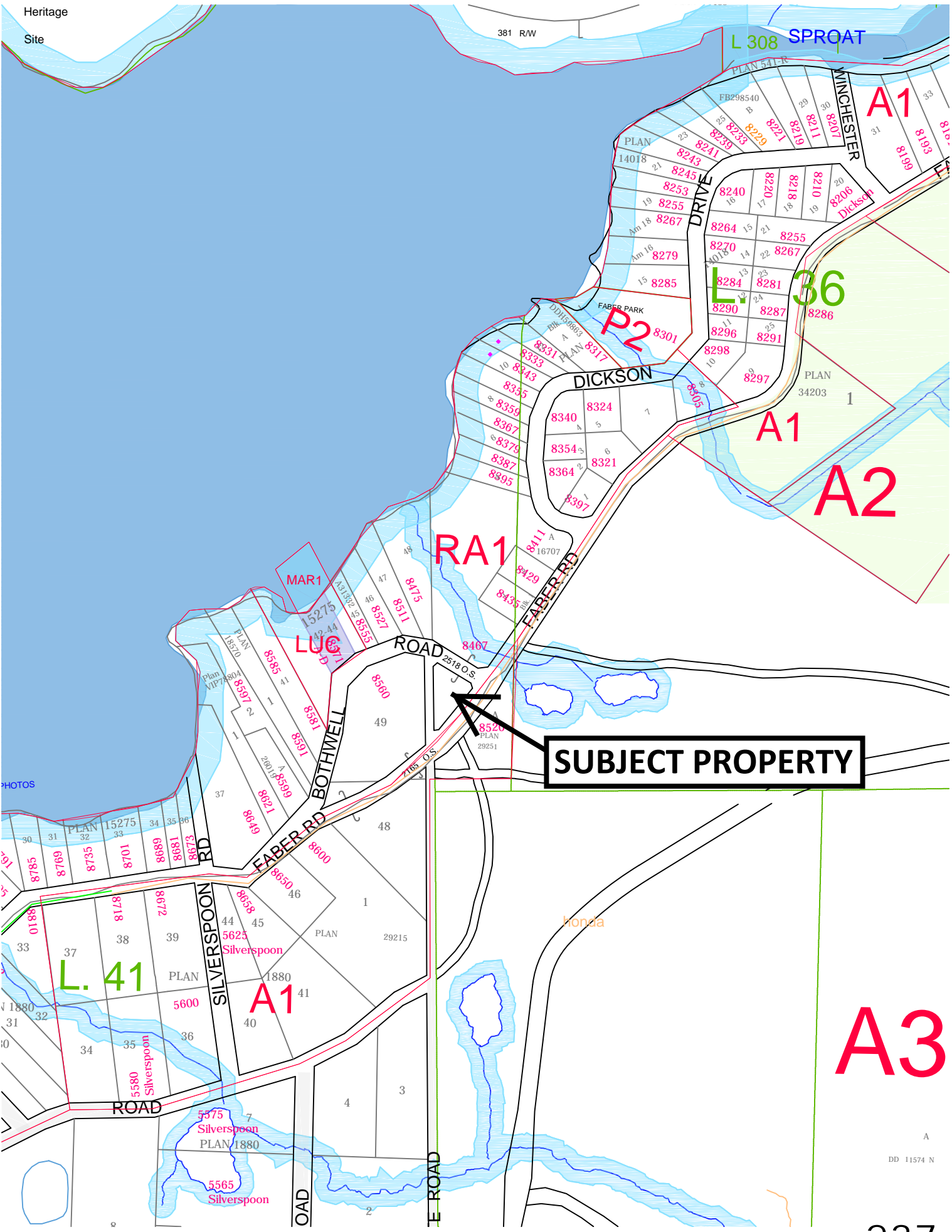
1/4" = 1'-0"











SUBJECT PROPERTY

A3

A
DD 11574 N



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Development Variance Application

DATE: June 7, 2017

ACRD FILE NO.: DVD17006

APPLICANTS: Annie Rudy (Agent – Gerry Francoeur)

LEGAL DESCRIPTION: LOT 4, DISTRICT LOT 148, ALBERNI DISTRICT, PLAN VIP9261

LOCATION: 9814 Lakeshore Road

ELECTORAL AREA: "D" Sproat Lake

APPLICANT'S INTENTION: To subdivide the existing 1.23 hectare (3.04 acre) lot creating three (3) parcels approximately 0.404 hectares (1.0 acre) in size. The proposed lots do not comply with the minimum lot width requirement in the RA1 zone and require a development variance prior to final approval of the subdivision.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVD17006.

Development Variance DVD17006:

- i. Development variance of Section 200 – Schedule No. II – Bulk and Site Regulations of the ACRD Zoning Bylaw to vary the required lot width in the Acreage Residential (RA1) District from 90 feet to 75 feet for the proposed three (3) lots.

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

Observations:

- i. **Status of Property:** The 1.23 hectare (3.04 acre) lakefront property is mostly treed with a single family dwelling near the lakeshore and western edge of the parcel. There is also an accessory dwelling near the lakeshore. The area surrounding the single family dwelling, and

DVD17006

directly in front of it along the lakeshore, is landscaped. The property slopes north to south from Lakeshore Road down towards Sproat Lake, with the steepest portion of the property being where the existing single family dwelling is located.

ii. **Services**

- a. **Sewage Disposal:** On-site communal septic system is proposed to service the three bare land strata lots.
- b. **Water Supply:** Private water supply from Sproat Lake
- c. **Fire Protection:** Sproat Lake Volunteer Fire Department
- d. **Access:** Access to the property is from Lakeshore Road. Access for the proposed three lots will also be from Lakeshore Road. A shared driveway access for the middle and eastern proposed lots will be created, while the western lot will use the existing driveway access.

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

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Sproat Lake Official Community Plan (OCP) designates this property "Residential Use". This designation permits a minimum parcel size of 0.24 hectares (0.6 acres) for properties with access to a community water system. This property has a private water supply from Sproat Lake.

The OCP designates a Development Permit Area (DPA) that impacts development on this property: "Development Permit Area I – Riparian Areas Protection". A development permit for riparian area protection is required prior to final subdivision approval.

Development Permit Area I – Riparian Areas Protection

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

- c. **Zoning:** The property is zoned Acreage Residential (RA1) District which permits one single family dwelling and accessory uses.

	RA1
Minimum Lot Area:	0.413 acres
Minimum Lot Width:	90 feet
Lot Coverage:	-
Minimum Setbacks (single family dwelling)	
Front:	40 feet
Rear:	30 feet
Side:	15 feet

DVD17006

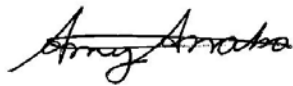
The property owner is applying to reduce the minimum lot width requirement from 90 feet to 75 feet in order to facilitate the creation of three lots.

Comments:

1. The proposed subdivision would create three lots that are each 75 feet wide. This will include the installation of a community septic system located in the upper north corner of the property. The applicant has submitted a letter from Bowerman Excavating detailing the ability to install a community system to accommodate three homes at the site. The common sewage disposal system would be installed prior to final approval of the subdivision.
2. The applicant intends to build one single family dwelling on the proposed eastern lot, living in the existing single family dwelling while the new dwelling is being constructed. Eventually, the applicant intends to demolish the existing dwelling and construct additional dwellings on each of the remaining lots.
3. Safe and suitable road access for any additional parcels is a requirement by both the Regional District and the Ministry of Transportation and Infrastructure. The Ministry will review access as part of the subdivision approval.
4. In addition to this development variance permit, a development permit for riparian areas protection is required prior to subdivision approval. Any future building or construction within the development permit area, 15 meters (50 feet) of the natural boundary of Sproat Lake, will require a separate development permit. A biologist report will need to be submitted with the development permit application.

The proposed subdivision fits with the character of development in the area. Planning staff recommends that the Board proceed with the neighbour notification process for this variance application, and consider any neighbour input in the decision making process.

Submitted by:




Amy Anaka, MCIP, RPP, Junior Planner

Reviewed by:



Mike Irg, MCIP, RPP, Manager of Planning & Development



Wendy Thomson, Acting Chief Administrative Officer

DVD17006

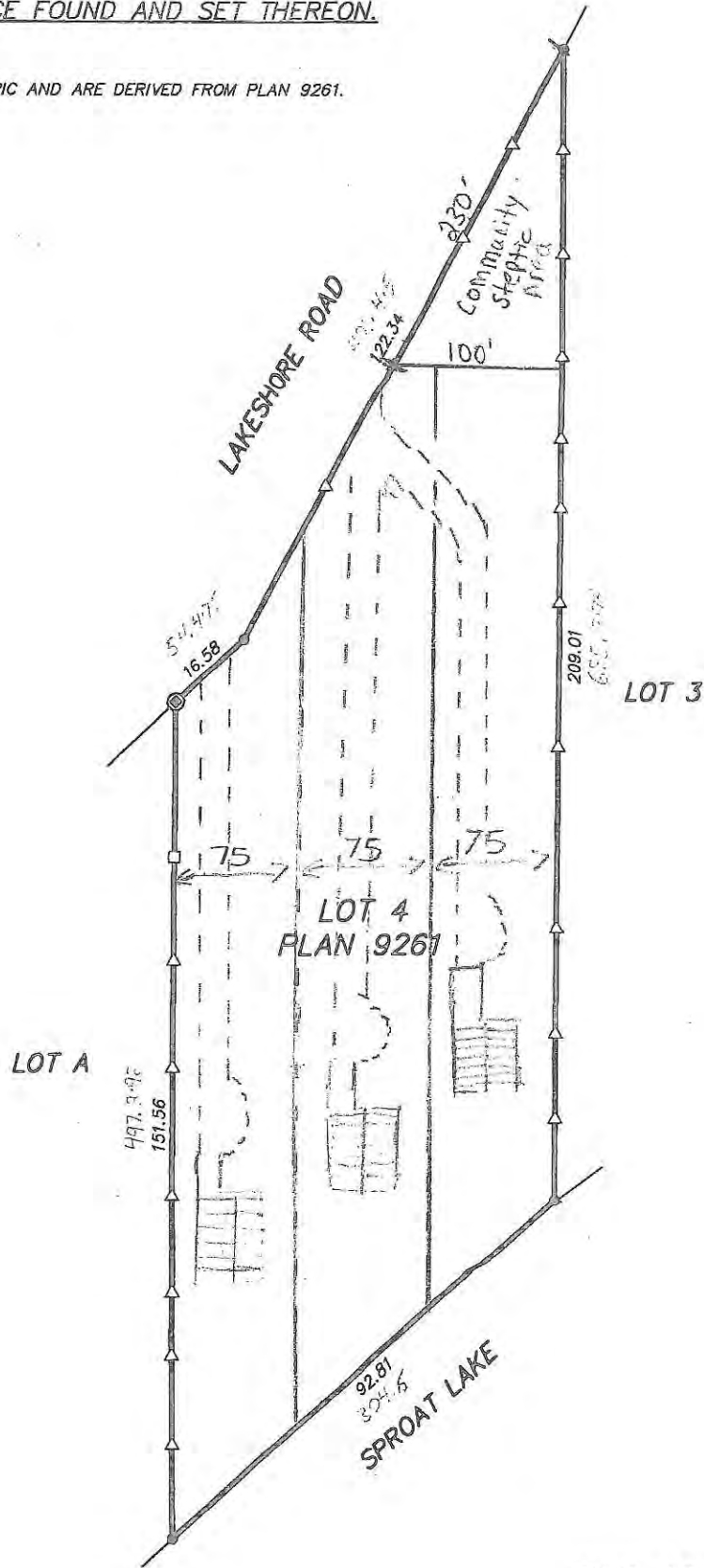
SKETCH PLAN OF LG. 4, DISTRICT LOT 140,

ALBERNI DISTRICT, PLAN 9261.

SHOWING EVIDENCE FOUND AND SET THEREON.

SCALE 1:1000

ALL DISTANCES ARE METRIC AND ARE DERIVED FROM PLAN 9261.



LEGEND

- △ DENOTES SPIKE SET ON BOUNDARY
- DENOTES STAKE SET ON BOUNDARY
- DENOTES OIP FOUND
- ⊙ DENOTES OIPIPE FOUND

SIMS ASSOCIATES

LAND SURVEYING LTD.
223 FERN ROAD W.
QUALICUM BEACH, B.C. V9K 1S4
PHONE: 250-752-9121
FAX: 250-752-9241
FILE NUMBER: 16-500-BL
DRAWING FILE: 16-500 SKETCH.dwg

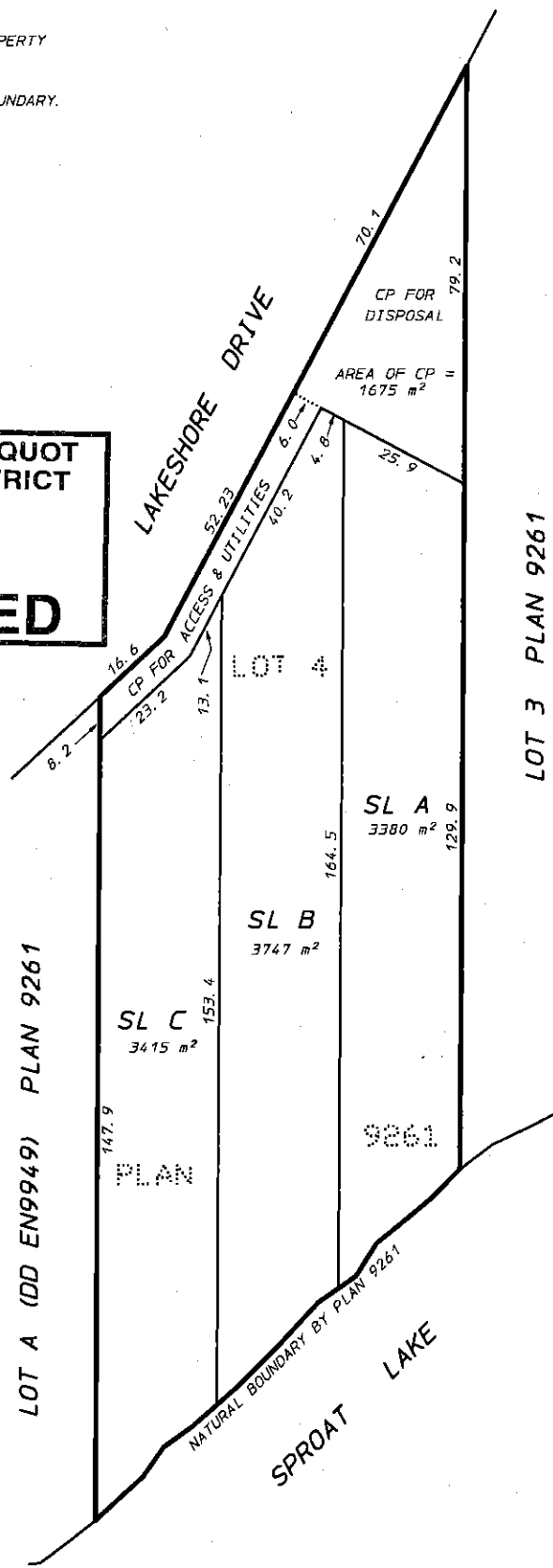
PLAN OF PROPOSED BARE LAND STRATA SUBDIVISION OF LOT 4, DL 148 ALBERNI DISTRICT, PLAN 9261.

LEGEND

- LCP DENOTES LIMITED COMMON PROPERTY
- SL DENOTES STRATA LOT.
- CP DENOTES COMMON PROPERTY
- PNB DENOTES PRESENT NATURAL BOUNDARY.
- m² DENOTES SQUARE METRES.

CIVIC ADDRESS IS 9814
LAKE SHORE DRIVE, PORT ALBERNI.

ALBERNI-CLAYOQUOT
REGIONAL DISTRICT
MAY 18 2017
RECEIVED



NOTE: EXISTING DWELLING TO BE REMOVED

SCALE 1: 900

ALL DISTANCES ARE IN METRES.
ALL DIMENSIONS AND AREAS ARE
SUBJECT TO FINAL SURVEY.

No.	DATE	REVISION
1	2016/02/16	

SIMS ASSOCIATES

LAND SURVEYING
223 FERN ROAD WEST
QUALICUM BEACH, B.C.
V0K 1S4
PHONE: (250) 752-9121
FAX: (250) 752-9241
FILE: 17-154-ST
COMP: 17-154-D1

This map depicts subdivision relationship only and should not be used to establish legal lot size or dimensions. For accurate lot dimensions and other relevant information, please see the registered survey plans.





244





BOWERMAN EXCAVATING LTD.

PHONE (250) 723-8775

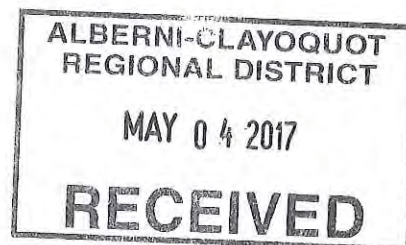
FAX (250) 723-8785

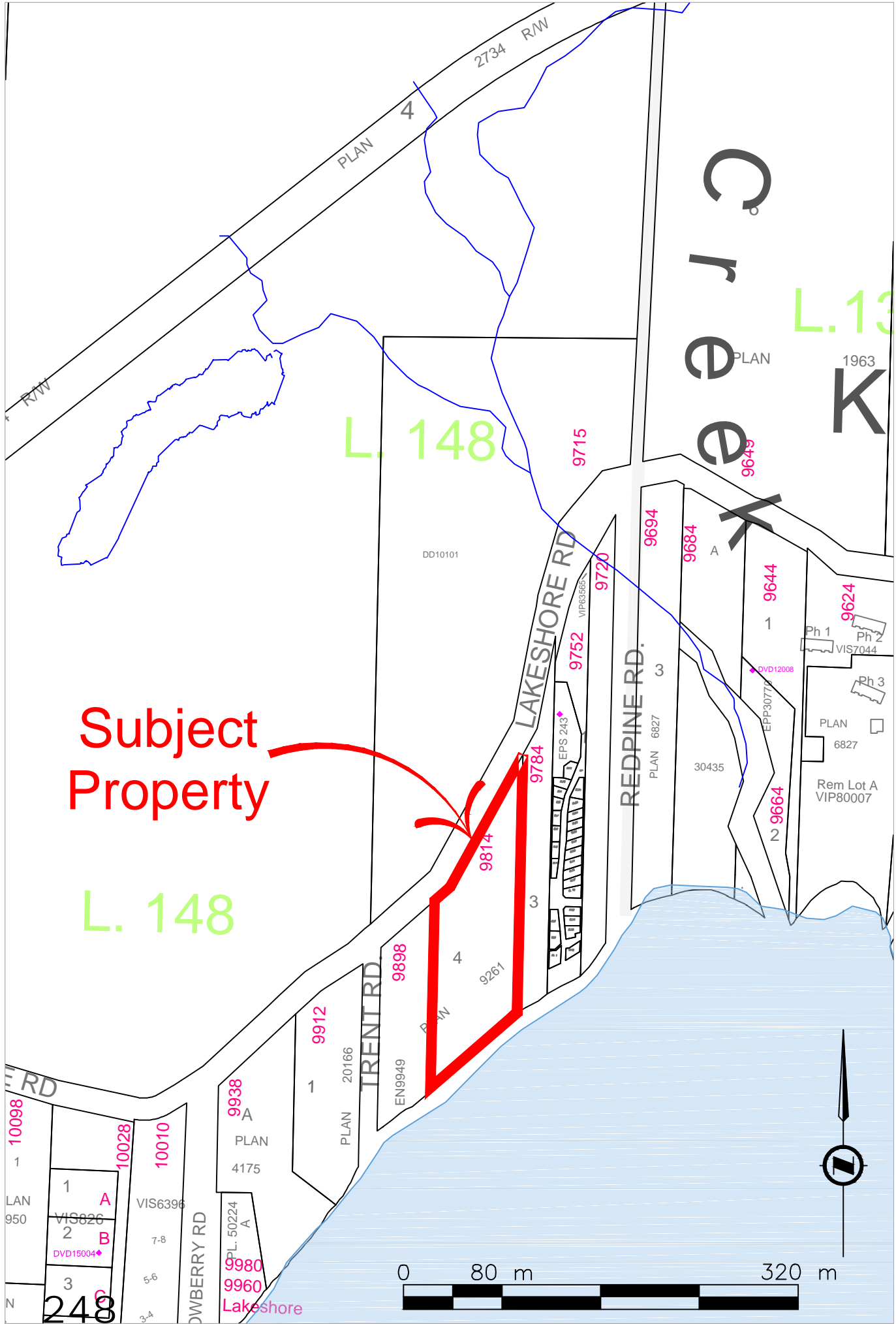
May 4, 2017

Attn: Gerry Francoeur
Re: 9814 Lakeshore Road

Bowerman Excavating has review the ability to support a community septic system to accommodate 3 home sites. Each site will have it own type 2 treatment plant with a maximum flow of 1700ltrs per day site. The area will be located in the upper north corner and will be approximately 1350m2 furthest away from any water sources.

Regards





Subject Property

L. 148

L. 148

L.13

1963
K

Cr
e
e

LAKESHORE RD
REDPINE RD.
TRENT RD
DWBERRY RD



10098
1
LAN 950
1
A
VIS826
2
B
DVD15004
3
C
248
N

9938
A
PLAN
4175
PL. 50224
A
9980
9960
Lakeshore

1
9912
PLAN
20166

EN9949
9898
PLAN
4

9814
9784
9720
9752
VIP6365
EPS 243

3
PLAN
6827
30435

1
9644
EPP30776
2
9664

Ph 1
Ph 2
VIS7044
PLAN
6827
Rem Lot A
VIP80007

9694
9684
A

9649

DD10101

2734
R/W

PLAN
4

R/W



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

MEMORANDUM

To: Wendy Thomson, Acting Chief Administrative Officer; and
Regional Board of Directors

From: Alex Dyer, Planner

Date: June 08, 2017

Subject: DVE17005, Parcel G, Arvay Road (STRUC Holdings Ltd.)

Recommendation

THAT the Board of Directors issue development variance permit DVE17005.

Background

On May 24, 2017 the Board reviewed an application for a development variance permit for PARCEL G (BEING A CONSOLIDATION OF LOTS 32, 33 AND 34, SEE CA5135877), BLOCK 2, DISTRICT LOT 100, ALBERNI DISTRICT, PLAN 1488 located on Arvay Road.

The variance application was to:

- i. reduce the rear yard setback from 15 feet to 5 feet and the side yard setback on the north lot line from 15 feet to 11 feet to allow for the construction of an accessory building; and
- ii. reduce the side yard setback on the south lot line from 15 feet to 9 to allow for the construction of a single family dwelling in the Rural (A2) District.

The variance that the Board considered at the May 24, 2017 meeting is an amendment to a previous variance application for the same property that received some opposition from an adjacent property owner. The initial variance application was to reduce both the rear yard setback and the side yard setback on the north lot line from 15 feet to 5 feet to allow for the construction of an accessory building. The neighbouring property owner expressed their opposition as a delegation to the Board at the May 10, 2017 meeting and the Board passed a resolution to defer a decision on the application and requested staff to work with the applicant to address the concerns.


The applicant then amended their variance application to effectively shift the entire proposed building envelope 6 feet further to the south in order to construct the house and accessory building on the property while minimizing the impact on the viewscape of the neighbouring property owner directly to the east. The Board considered the new variance application at the May 24, 2017 meeting and recommended that application proceed to the next stage of the variance process which involved notifying

DVE17005


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

all neighbouring property owners and residents within 100 metres of the property, which has been completed.

Three (3) letters of opposition have been received to date (attached to this memo as Appendix 'A') and one neighbouring property owner will also be making a delegation to the Board at the June 14, 2017 meeting regarding the application. If any further responses are received prior to the June 14th Board meeting, staff will inform the Board.

Prepared by: 

Alex Dyer, Planner


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

DVE17005

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

Alex Dyer

From: Mike Irg
Sent: June-07-17 3:03 PM
To: Alex Dyer; Charity Hallberg
Subject: FW: Application No. DVE17005 for Development Variance Permit

From: John Clarke
Sent: Wednesday, June 07, 2017 2:52 PM
To: Wendy Thomson <wthomson@acrd.bc.ca>
Cc: Mike Irg <mirg@acrd.bc.ca>
Subject: Application No. DVE17005 for Development Variance Permit

To The Regional Board: Alberni-Clayoquot Regional District

As a property owner of Lots 11, 12 & 13 of Block 2, Plan VIP1488, D.L. 100, Alberni Land District, please consider my objection to the issuance of the requested Variance Permit Application No. DVE17005 at your Regional Board Meeting on June 14th, 2017.

My wife and I feel that the home and accessory buildings proposed for Parcel G, Arvay Road, have not given consideration to the existing adjacent dwelling at 5662 Maple Street. By allowing a house and accessory building siting variation to setbacks from 3 of the possible 4 lot boundaries questions the validity of the intended bylaws and removes the predictability of the surroundings when/if we choose to build on our property.

I appreciate that there is a right for property owners to ask for a variance of zoning bylaws. However, when it appears that granting a variance to permit construction of a house and accessory building requires setbacks to the rear and both sides of the respective property without giving due consideration to an adjacent dwelling, sets a dangerous precedent to appearance and harmony of a neighbourhood.

Thank you for your consideration of our concerns.

Respectfully submitted,

John & Barbara Clarke

Alex Dyer

From: Mike Irg
Sent: June-08-17 8:09 AM
To: Alex Dyer
Subject: FW: Beaver Creek - Variance Application Concerns

From: john mcNabb [mailto:pard54@hotmail.ca]
Sent: Thursday, June 08, 2017 7:50 AM
To: Mike Irg <mirg@acrd.bc.ca>
Subject: Fwd: Beaver Creek - Variance Application Concerns

Begin forwarded message:

From: Nick Clarke
Date: June 5, 2017 at 5:15:30 PM PDT
To: "pard54@hotmail.ca" <pard54@hotmail.ca>
Cc: Kristy stolth <kristystolth@hotmail.com>, Nick Work <nick.clarke@gov.bc.ca>
Subject: **Beaver Creek - Variance Application Concerns**

Hello John,

I wanted to start by thanking you for your measured approach in respect to variance application DVE 17005, where you motioned to have the proponent work with ACRD Planning to consider alternate development approaches, based on the impact to my family residence at 5662 Maple Street, and my articulated concerns on May 10th, 2017 at the Board meeting. I also wanted to let you know that I have been engaged with the Planning staff at the ACRD and have been very pleased with their willingness to meet to discuss as well as respond in a timely manner to any inquiries.

The reason I felt it necessary to follow up with yourself, as my elected official for the Beaver Creek area, is that as I understand the structure of the ACRD, it is yourself and the other Board members that are responsible for approving policy and decisions within the ACRD, where the planning staff are responsible for applying said policy and decisions. I am following up with you as I am struggling with the structure of the policies in relation to the variance applications, and the associated process.

In particular, I am struggling with the lengths I need to go to have the building setbacks honoured, and the associated impacts this process has on our relationship with a future short term neighbor. The new variance application received Friday, has the proponent shifting his entire development package over 6 feet, with no revised rear yard variance adjustment, and requires a variance on 3 sides of his property. The proponent is unable to reduce the distance between his two buildings due to the lack of separation between rooflines. Essentially, the proponents plans due not fit the conditions he purchased his lot understanding. I understand there are scenarios where variances make sense, but, do not feel this is one of those situations. I would greatly appreciate your perspective on when the proponent should be asked to reconsider the size of his/her dwelling and/ or accessory buildings to fit within the intended footprint of the lot? I would also appreciate your perspective on under what conditions does an existing adjacent residence who abided by the setbacks, have their concerns weighted in full when the variance impact is material? Are there any policies or direction that has been approved by the Board related to these questions?

John, I truly hope I am not coming across as adversarial, that is certainly not my intention, I am simply trying to reduce the impact to our principal residence, to the one that we bought the house understanding. If you are interested and willing, I would gladly have you over to review the application at hand with both my wife and I, I am confident that this would provide valuable context to the situation. Please advise at your earliest convenience, given the timeframes at hand.

Thank you in advance for your time and consideration of the above questions.

Kind Regards

Nick Clarke

Kristy (Stolth) Clarke

(Nick Cell: 250-731-5357, Home: 778-419-2828)

4721 Dayton Road
Port Alberni, BC V9Y 8V3
778.421.2721

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

Attention: Planning and Development

To Whom It May Concern:

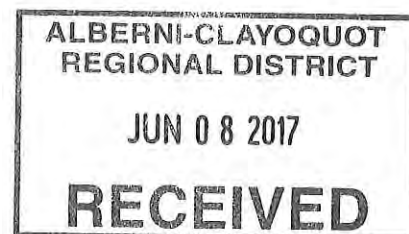
RE: Notice of Application for Development Variance Permit
Application No. E17005

Local zoning laws and set backs should be applied equally to everyone and no one individual should be granted special privilege to build on their land. To allow one individual to overbuild their land will set precedents for later home builders to do the same. Granting a zoning variance that allows overbuilding of one lot will alter the essential character of the neighbourhood which will detract from the neighbouring properties bordering on this particular lot. This will affect homeowners who have already built and designed their lots according to the original zoning laws.

Thank you for your consideration



Ron Mooney



Alex Dyer

From: Mike Irg
Sent: June-13-17 7:29 PM
To: Alex Dyer
Subject: Fwd:

Sent from my iPhone

Begin forwarded message:

From: Vikki Greveling <> **Date:** June 13, 2017 at 4:40:13 PM PDT
To: mirg@acrd.bc.ca

Hello,

I'm sorry to be writing into this office but I would like to express my concern about granting the variance permit (Application no. DVE17005) for parcel g on Arvay road. I understand that it will cause some grief to my neighbors and I am with them in their feelings that it will be contrary to this community. I am sending an email as I am unable to attend the meeting on Tuesday June 13th 2017. I hope you take the concerns of myself and my neighbors into consideration when reviewing this application. Thank you for your time.

Sincerely,
Victoria

To
Alberni-Clayoquite
Regional District



Re;
Appliation DVE17005
Parcel G Arvay Rd, Port Alberni
Owner; Struc Holdings Ltd

Dear Sir/Madame,

This letter is to voice our opposition to the proposed variance permit. The owner of Struc Holding came to our house in late May to discuss his proposal and we had a pleasant meeting at that time. He had asked us if we had any opposition to his development moving 6' closer to the property line on the south side of his property allowing for a better view for the neighbor's at the back of his property. At the time we had no opposition to this plan. We did not realize at that time that the proposed development still required a variance for the north setback and also the rear setback.

At the meeting at our house the Struc Holdings owner also told us that he only plans to be at this location for a maximum of 2 years and then sell and build another house on a property that his father owns.

This is not a case of a family moving into the area to stay but a developer trying to maximize his profits. He is trying to build a house and shop that doesn't fit on that property.

We have no opposition to him building and selling for profit but we feel that it should be done within the existing rules for setbacks as the rest of the development in the area has been so we are not left with a project that looks like it doesn't fit.

Thank you for your consideration.

Doug and Diane Moore
5631 Arvay Road, Port Alberni

A handwritten signature in black ink, appearing to read "Doug Moore". The signature is written in a cursive style.

Alex Dyer

From: Peter Ryding
Sent: June-09-17 1:55
To: PM Alex Dyer
Cc: Nick Clarke
Subject: Parcel G Arvay road

Hi Alex,

My name is Peter Ryding and I live at 4661 Dayton Road. Although I am outside of your 100 metre zone for notification purposes, I would like to express my reservations about granting any variances on the zoning of Parcel G.

Firstly, Parcel G is one of the smallest parcels (being only 120 ft by 125ft) available on this road. Normally would be sufficient for a modest single family dwelling with the new septic systems available, most people could build quite comfortably within the existing setbacks without negatively impinging upon their neighbours enjoyment of their property.

While the current trend is to build the biggest possible house on the least amount of land so as to maximize the resale value, This creates an eyesore that doesn't fit well with a rural setting. We see it often in cities where land is restricted, but there is no reason to allow such cramming here out in the country.

Our neighbourhood is happily rural with families who are building and planning to stay here for an appreciable time to raise their children. I understand that the builder who is requesting these variances is a professional builder and in all likelihood he will maximise his investment and move on after the statutory time limit and do it again. In the meantime our neighbourhood is left with whatever he can get away with (am I being too hard on him? Are these not the facts)?

I have lived up here for 43 years, and would hate to see mausoleums on small lots. If he wants a bigger house, buy a bigger lot. we don't need a house 10 feet away from ours out here.

Sorry, this is not very professionally stated, but I think you will get the gist of what I am trying to protect here.

Sincerely, Peter Ryding.

Ryan & Melissa Swanson
5666 Arvay Rd
Port Alberni, BC V9Y 8H4



June 12, 2017

Attention: Planning Department
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

RE: Development Variance Permit No. DVE17005

To Whom it May Concern:

Please accept this letter as an opposition to the current development variance permit application number DVE17005, for Parcel G, Block 2, Lot 100.

My husband and I believe that setback variances, to the degree that is being asked, should not be used to accommodate poor planning. We feel that cramming a house and accessory building on this particular lot, will change the feel of the neighbourhood and set a precedence for future development in the area. Perhaps Struc Holdings Ltd. would consider using a more compatible plan for this property.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Melissa Swanson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Melissa Swanson



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

DEVELOPMENT VARIANCE PERMIT NO. DVE17005

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

Name: STRUC Holdings Ltd.

Address: Parcel G, Arvay Road

With respect to:

Legal Description: PARCEL G (BEING A CONSOLIDATION OF LOTS 32, 33, AND 34, SEE CA5135877), BLOCK 2, DISTRICT LOT 100, ALBERNI DISTRICT, PLAN 1488

PID: 029-821-681

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

- i. Section 6.5.2(c)(ii) varied to reduce the rear yard setback from 15 feet to 5 feet and the side yard setback on the north lot line from 15 feet to 11 feet in the Rural (A2) District to allow for the construction of a proposed accessory building with a building height of 17 feet; and
- ii. Section 200 – Schedule II – Bulk and Site Regulations varied to reduce the side yard setback on the south lot line from 15 feet to 9 feet in the Rural (A2) District to allow for the construction of a single family dwelling.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on XXXX, 2017.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on XXXX, 2017.

Wendy Thomson, Acting CAO

Chair of the Board of Directors

DVE17005

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



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

MEMORANDUM

To: Wendy Thomson, Acting Chief Administrative Officer; and
Regional Board of Directors

From: Charity Hallberg Dodds, Planning Assistant

Date: June 8, 2017


Subject: RF16002 – 3745 Mountain View Road (Brown)

Recommendation


THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1343 be adopted.

Background

Bylaw P1343 was given second and third readings on October 12, 2016. Adoption was pending a development variance permit, including a survey completed by a BC Land Surveyor, and confirmation of sewage disposal requirements.

Prepared by: 
Charity Hallberg Dodds, Planning Assistant

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


Wendy Thomson, Acting Chief Administrative Officer

RF16002

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

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1343

OFFICIAL ZONING ATLAS AMENDMENT NO. 687

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

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

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

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

1. TITLE
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1343.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT A, DISTRICT LOT 97, ALBERNI DISTRICT, PLAN 30975 from Small Holdings (A1) District to Acreage Residential (RA3) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 25th day of May, 2016
Public Hearing held this 3rd day of October, 2016
Read a second time this 12th day of October, 2016
Read a third time this 12th day of October, 2016

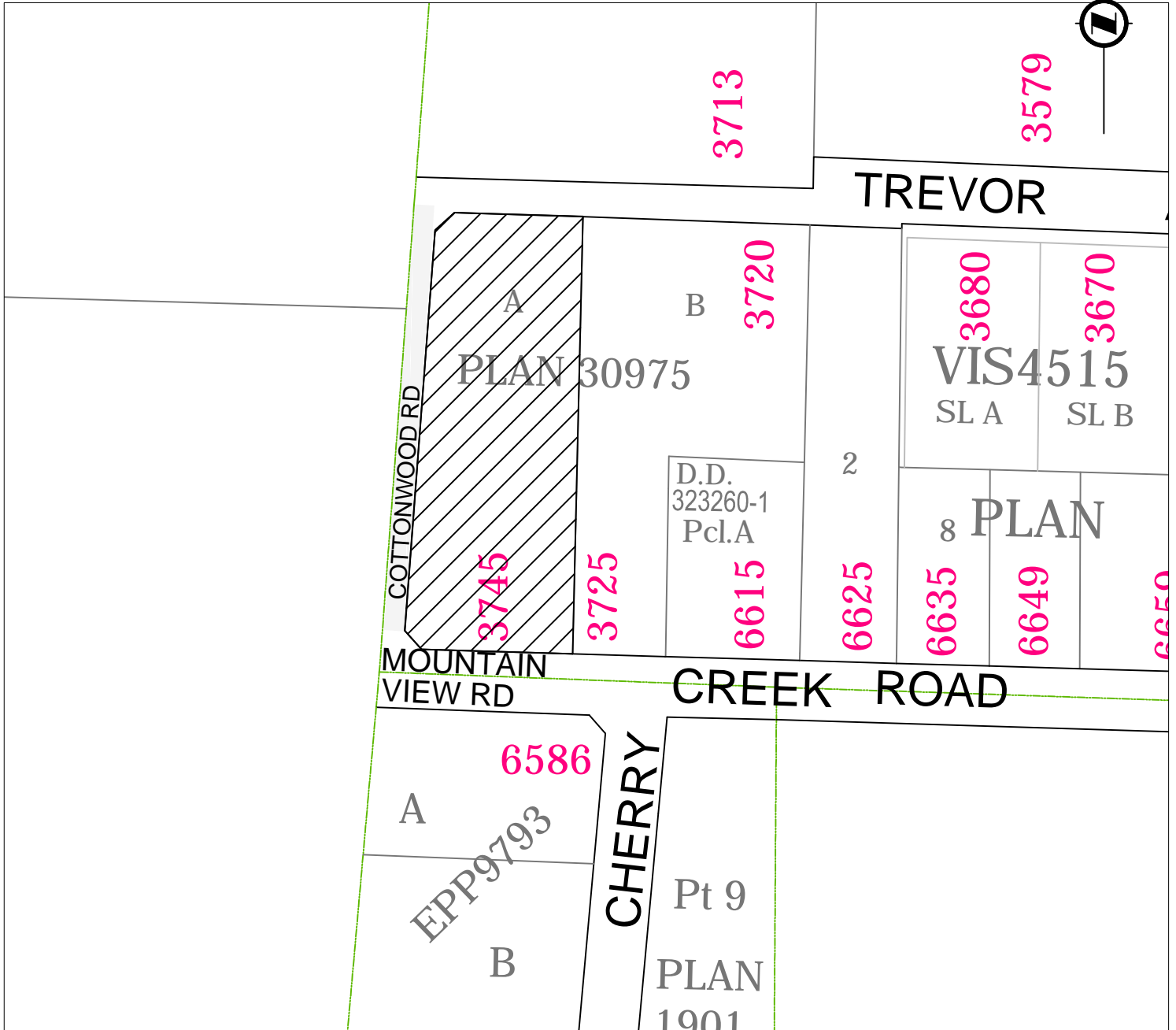
Adopted this day of, 2017

Russell Dyson, CAO

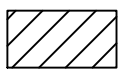
Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1343



Legal Description: LOT A, DISTRICT LOT 97, ALBERNI DISTRICT, PLAN 30975



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



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

1:2000





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

MEMORANDUM

To: Wendy Thomson, Acting Chief Administrative Officer; and
Regional Board of Directors

From: Charity Hallberg Dodds, Planning Assistant

Date: June 8, 2017

Subject: DVF16012 – 3745 Mountain View Road (Brown)


Recommendation

THAT the Board of Directors issue development variance permit DVF16012.

Background

On November 23, 2016 the Board reviewed an application for a development variance permit for LOT A, DISTRICT LOT 97, ALBERNI DISTRICT, PLAN 30975 located at 3745 Mountain View Road, Port Alberni.

The Board recommended consideration to issue the development variance permit. The next stage of the variance process involves notification to all neighbouring property owners and residents within 100 metres of the property. This was completed on May 31, 2017. No correspondence has been received to date. If any objections or responses are received prior to the June 14, 2017 Board meeting, staff will inform the Board.

Prepared by: 
Charity Hallberg Dodds, Planning Assistant

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


Wendy Thomson, Acting Chief Administrative Officer

DVF16012



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

DEVELOPMENT VARIANCE PERMIT NO. DVF16012

Whereas, pursuant to Section 498 of the *Local Government Act*, a local government may by resolution, on application of a property owner, vary the provisions of a bylaw under Division 5 of Part 14 of the *Local Government Act*;

A Development Variance Permit is hereby issued to:

Name: Steven Brown

Address: 3745 Mountain View Road, Port Alberni

With respect to:

Legal Description: LOT A, DISTRICT LOT 97, ALBERNI DISTRICT, PLAN 30975

PID: 001-192-051

The provisions of the Regional District of Alberni-Clayoquot Bylaw No. 15, Section 200 – Schedule II Bulk and Site Regulations, are hereby varied as follows:

- (i) Reduce the required front yard setback from 49.21 feet to 17.7 feet and the required side yard setbacks from 16.4 feet to 6.2 feet on the western property line and from 16.4 feet to 2.1 feet on the southwestern property line, in the Acreage Residential (RA3) District, to accommodate the existing single family dwelling.

In accordance with the provision of Section 498 of the *Local Government Act*, approval of this permit was given by resolution of the Board of the Regional District of Alberni-Clayoquot on XXX, 2017.

This permit was issued under the seal of the Regional District of Alberni-Clayoquot on XXX, 2017.

Wendy Thomson, Acting CAO

Chair of the Board of Directors

DVF16012



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

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

MEMORANDUM

TO: Wendy Thomson, Acting CAO and Regional Board of Directors

FROM: Charity Hallberg Dodds, Planning Assistant

DATE: June 21, 2017

RE: Public Hearing Report for Bylaws P1353 and P1354 (RF17002 – Cherry Creek Waterworks District)

A Public Hearing for Bylaws P1353 and P1354 was held on Thursday, June 15, 2017 at the Alberni-Clayoquot Regional District office. The hearing was attended by Alternate Director Lindsay Rogers, ACRD planning staff Mike Irg and Charity Hallberg Dodds, the applicants, and one (1) member of the public.

No written correspondence was received from the public. Referral agency responses were printed and made available for viewing at the public hearing. One question from the member of the public was related to the relocation of the playground. The applicant explained that it was the responsibility of the Cherry Creek Community Hall Association and that they intend to move it to the community hall property across the street.

No other questions or concerns were raised.

Recommendation

THAT the Board of Directors receive the public hearing report.


THAT the Board of Directors receive the public hearing minutes.

THAT Regional District of Alberni-Clayoquot Cherry Creek Official Community Plan Amendment Bylaw P1353 be read a second time.

THAT Regional District of Alberni-Clayoquot Cherry Creek Official Community Plan Amendment Bylaw P1353 be read a third time.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1354 be read a second time.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1354 be read a third time.

Submitted by: 
Lindsay Rogers, Alternate Director for Cherry Creek

RF17002



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



Prepared by: _____
Charity Hallberg Dodds, Planning Assistant



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES JUNE 15, 2017 – ELECTORAL AREA ‘F’

Minutes of a Public Hearing held on Thursday, June 15, 2017 at 7:00 pm in the Regional District of Alberni-Clayoquot Board Room, 3008 Fifth Avenue, Port Alberni BC.

Present: Lindsay Rogers, Electoral Area ‘F’ Alternate Director
Staff: Mike Irg, Manager of Planning & Development and Charity Hallberg Dodds,
Planning Assistant
Applicants: Gary Haggard & Bert Budding, Cherry Creek Water Board Members on behalf of
Cherry Creek Waterworks District – Registered Property Owner
Members of the Public: 1

1. The hearing was called to order at 7:05 pm.
2. Alternate Director Rogers confirms introductions and then asks staff to read the Notice of Public Hearing.
3. The notice is read by M. Irg as follows:

A Public Hearing for residents and property owners within Electoral Area “F” will be held in the Board Room at the Regional District of Alberni-Clayoquot office, 3008 Fifth Avenue, Port Alberni BC, at 7:00 pm on Thursday, June 15, 2017 to consider the following bylaws:

Bylaw P1353 to amend the Cherry Creek Official Community Plan Bylaw P1278 by redesignating LOTS 14 and 15, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 13745 from “Residential Use” to “Community Service Use” to facilitate construction of a new fire hall.

Bylaw P1354 to amend the Regional District of Alberni-Clayoquot Zoning Bylaw No. 15 by rezoning LOTS 14 and 15, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 13745 from Two Family Residential (R2) District to Park and Public Use (P2) District to facilitate construction of a new fire hall.

(Cherry Creek Waterworks District – Lots 14 & 15 Becker Place)

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

The Public Hearing for Bylaws P1353 and P1354 is to be held by the Alternate Director for Electoral Area ‘F’ or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection along with copies of the bylaws as set out in this notice.

Interested persons may inspect the bylaws and relevant background documents at the Regional District of Alberni-Clayoquot office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, from June 1, 2017 to June 15, 2017 inclusive. Any correspondence submitted prior to the Public Hearing should be directed to the undersigned.

Mike Irg, Manager of Planning and Development



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
JUNE 15, 2017 - ELECTORAL AREA 'F'

4. Alternate Director Rogers explains the purpose of the public hearing and asks staff to read out any written submissions received.
5. M. Irg explains that no written submission were received and that copies of referral agency comments (Appendix 'A') are provided.
6. One member of the public shows up at the hearing. Alternate Director Rogers invites them to sign in and introduces staff and applicants.
7. Alternate Director Rogers proceeds to ask the applicants to explain their proposal.
8. G. Haggard explains that the Cherry Creek Waterworks District (CCWD) purchased the subject properties with the intention to replace the existing fire hall. The aging facility required construction upgrades and increased space. Gary explains that the relocation of the playground was part of the purchase agreement and is the responsibility of the Cherry Creek Community Hall Association (CCCHA).
9. J. Buck asks where the playground will be located.
10. G. Haggard says the proposal was to move it to the community hall property across the street. Gary further explains that the CCCHA has been struggling financially and that CCWD's purchase of the lots provided a financial benefit to them.
11. Alternate Director Rogers asks if there are any other questions from the public or staff. Hearing none, she explains that no member of the Board of Directors can have any discussions or receive any new information related to this application, between the end of the hearing and the June 28th Board meeting. If any Board member does so, it will invalidate the hearing and it will have to be held again.
12. Alternate Director Rogers calls three times for further representations on the bylaws. Hearing none, she terminates the hearing at 7:15 pm.

Certified Correct:

Lindsay Rogers, Alternate Director for Cherry Creek

Minutes Prepared by:

Charity Hallberg Dodds, Planning Assistant



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

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

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1353 and P1534 ACRD FILE NO.: RF17002

APPLICANT NAME: Cherry Creek Waterworks District

ACRD CONTACT: Heather Zenner, Planner

Date of Referral: March 24, 2017

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval NOT Recommended Due to Reasons Outlined Below

Thank you

Agency (please print):

V I H A

Name (please print):

Glenn Gibson

Title:

FHO

Signature:

Date:

Mar 28, 2017



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

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

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1353 and P1534 ACRD FILE NO.: RF17002

APPLICANT NAME: Cherry Creek Waterworks District

ACRD CONTACT: Heather Zenner, Planner

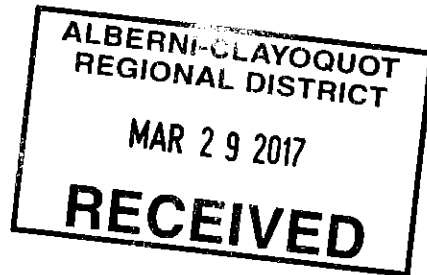
Date of Referral: March 24, 2017

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below



Agency (please
print):

Cherry Creek Fire Dept.

Name (please print):

Lucas Banton

Title:

Fire Chief

Signature:

Lucas Banton

Date:

27 March 2017



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

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

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1353 and P1534 ACRD FILE NO.: RF17002

APPLICANT NAME: Cherry Creek Waterworks District

ACRD CONTACT: Heather Zenner, Planner

Date of Referral: March 24, 2017

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Agency (please
print):

SCHOOL DISTRICT 70

Name (please print):

Lindsay Cheetham

Title: Secretary - Treasurer

Signature:

Date: 31 Mar 2017



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

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

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

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1353 and P1534 ACRD FILE NO.: RF17002

APPLICANT NAME: Cherry Creek Waterworks District

ACRD CONTACT: Heather Zenner, Planner

Date of Referral: March 24, 2017

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval NOT Recommended Due to
Reasons Outlined Below

Agency (please
print):

Ministry of Transportation and Infrastructure.

Name (please print):

Morganne Franssen

Title: District Development Tech.

Signature:

Morganne Franssen

Date: March 23, 2017.

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1353

**A BYLAW TO AMEND BYLAW NO. P1278
CHERRY CREEK OFFICIAL COMMUNITY PLAN**

WHEREAS by Section 478(2) of the *Local Government Act*, all bylaws enacted by the Regional Board must be consistent with an existing official community plan;

AND WHEREAS the Regional Board may amend an existing official community plan;

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

1. TITLE
This bylaw may be cited as the Cherry Creek Official Community Plan Amendment Bylaw No. P1353.
2. Schedule B, the plan map, is hereby amended by redesignating LOTS 14 and 15, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 13745 from "Residential Use" to "Community Service Use" as shown on Schedule 'A' which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this 22nd day of March, 2017
Public Hearing held this 15th day of June, 2017
Read a second time this xxx day of xxx, 2017
Read a third time this xxx day of xxx, 2017

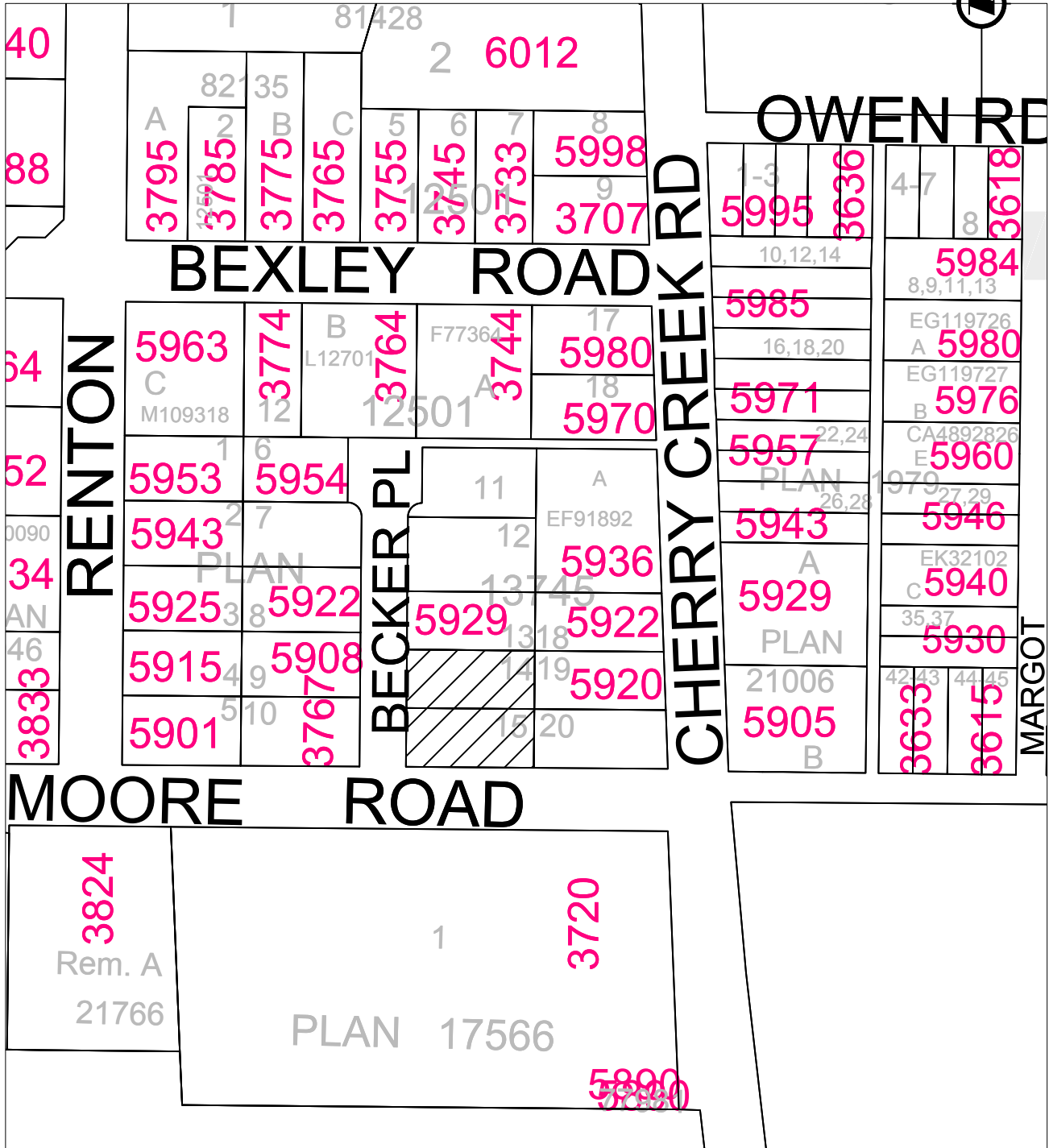
Adopted this xxx day of xxx, 2017

Wendy Thomson, Acting CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1353



Legal Description: LOTS 14 and 15, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN13745.



To be redesignated from "Residential Use" to "Community Service Use"



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1354

OFFICIAL ZONING ATLAS AMENDMENT NO. 694

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

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

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

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

1. TITLE

This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1354.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOTS 14 and 15, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN 13745 from Two Family Residential (R2) District to Park and Public Use (P2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.

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

Read a first time this 22nd day of March, 2017

Public Hearing held this 15th day of June, 2017

Read a second time this day of , 2017

Read a third time this day of ,2017

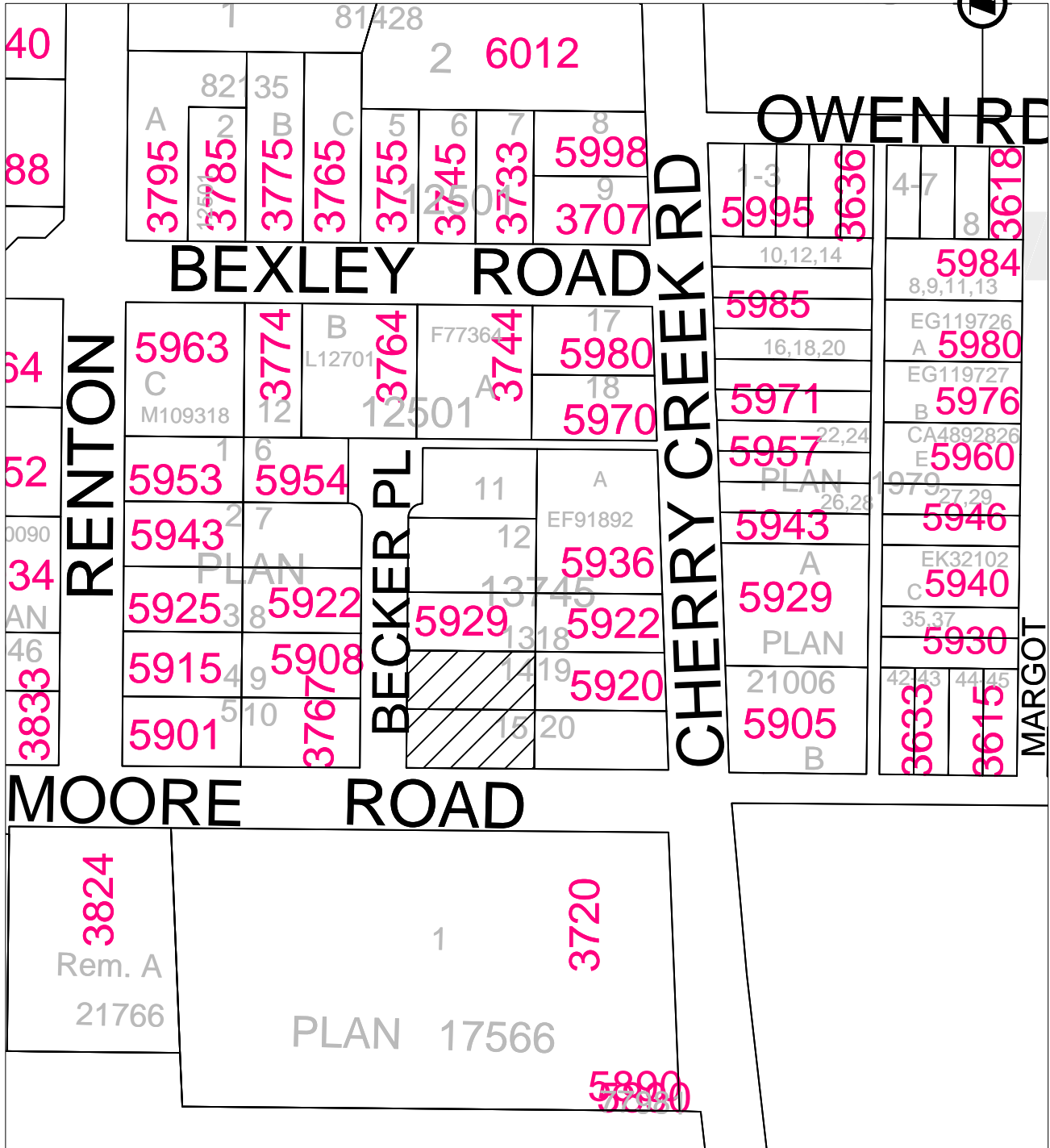
Adopted this day of , 2017

Wendy Thomson, Acting CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms
of Bylaw P1354



Legal Description: LOTS 14 and 15, DISTRICT LOT 57, ALBERNI DISTRICT, PLAN13745.



To be rezoned from Two Family Residential (R2) District to Park and Public Use (P2) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Rezoning Application

DATE: June 7, 2017

ACRD FILE NO.: RF17005

APPLICANTS: Baljinder Kaur

LEGAL DESCRIPTION: LOT 14, DISTRICT LOT 96, ALBERNI DISTRICT, PLAN VIP7637

LOCATION: 6106 Cottam Road

ELECTORAL AREA: "F" Cherry Creek

Recommendations:

- THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1349 be read a first time.
- THAT the public hearing for Bylaw P1349 be delegated to the Director for Electoral Area 'F', the Alternate Director or the Chairperson of the Regional District.
- THAT the Board of Directors confirm that adoption of Bylaw P1349 is subject to:
 - a. Confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 1 acre density;
 - b. Confirmation from the Ministry of Transportation and Infrastructure that the proposed access to both lots meet their requirements; and
 - c. Meeting technical referral agency requirements.

Applicant's Intention: The property owner has applied to rezone the property from Small Holdings (A1) District to Acreage Residential (RA2) District in order to facilitate a two lot subdivision. The attached conceptual subdivision plan demonstrates the creation of one 1 acre lot and one 2.1 acre lot with an existing single family dwelling, accessed via panhandle to Cottam Road.

RF17005

Observations:

i) **Status of Property:** The 3.1 acre parcel is relatively flat, sloping gently upwards towards the western edge from the existing single family dwelling located in the middle of the property. There are some trees along the north and south property lines, while the western portion of the property is more heavily treed. The middle portion of the property surrounding the existing single family dwelling is landscaped, while the area of the proposed 1 acre lot is cleared.

ii) **Services**

- a. **Sewage Disposal:** On-site sewage disposal. As a condition of rezoning, the property owner will need to seek confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 1 acre density.
- b. **Water Supply:** Cherry Creek Waterworks District. Prior to subdivision approval, the applicant will be required to obtain a new water connection.
- c. **Fire Protection:** Cherry Creek Volunteer Fire Department
- d. **Access:** Access for the existing dwelling is off Cottam Road, and the driveway runs along the south property line. Access for the proposed 1 acre lot will also be from Cottam Road.

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

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Cherry Creek Official Community Plan designates the property as "Residential Use". This designation permits a minimum parcel size of 0.24 hectares (0.6 acres) for properties with access to a community water system. The property is in the Cherry Creek Waterworks District. There are no Development Permit Areas on the property.
- c. **Zoning:**

Zoning Bulk and Site Regulations

	A1 District (existing)	RA2 District (proposed)
Minimum Lot Area:	2 acres	1 acre
Minimum Lot Width:	165 feet	120 feet
Lot Coverage:	-	25%
Minimum Setbacks		
Front:	25 feet	40 feet
Rear:	30 feet	30 feet
Side:	5 feet	15 feet

The applicant intends to rezone the property to allow for a two lot subdivision. Rezoning the property to Acreage Residential (RA2) District would allow the flexibility of creating one new lot with a 1 acre minimum lot size while complying with the Cherry Creek OCP. There is opportunity to further subdivide to allow up to three 1 acre lots.

RF17005

Comments:

1. Confirmation from a Registered On-Site Wastewater Practitioner that the proposed lot is capable of accommodating on-site sewage disposal to a minimum 1 acre density will be required prior to proceeding to public hearing.
2. Planning staff have sent a preliminary referral to the Cherry Creek Waterworks District who have indicated that water mains exist on Cottam Road and that they don't have any initial concerns with providing water. If the application is furthered to a public hearing, the bylaw would be referred to affected agencies, including the Cherry Creek Waterworks District, and they would be given an opportunity to provide comments/concerns that would be presented at the public hearing.
3. Safe and suitable road access for any additional parcels is a requirement by both the Regional District and the Ministry of Transportation and Infrastructure. As a condition of the rezoning application, planning staff is recommending that the Ministry review the proposed access to the new lot and panhandle lot. A response from the Ministry confirming that the accesses meet their standards will be required prior to proceeding to a public hearing.
4. The applicant is proposing a panhandle lot, which the *Local Government Act* requires any new parcel created have 10% of its perimeter fronting onto a public road. An additional subject that will need to be resolved at the subdivision referral stage includes obtaining a 10% parcel frontage waiver for any proposed lot that does not meet the minimum 10% road frontage requirement. The property owner will need to apply for a parcel frontage waiver at the time of subdivision.
5. The proposal complies with the requirements of the Cherry Creek OCP, would not be out of character in this area, and provides a good opportunity for infill development. The property is bordered by residential properties to the north, south, and west, with a larger property within the Agricultural Land Reserve to the east.

Planning staff is supportive of this application subject to meeting all technical referral agency requirements.

Submitted by:

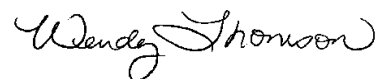


Amy Anaka, MCIP, RPP, Junior Planner

Reviewed by:

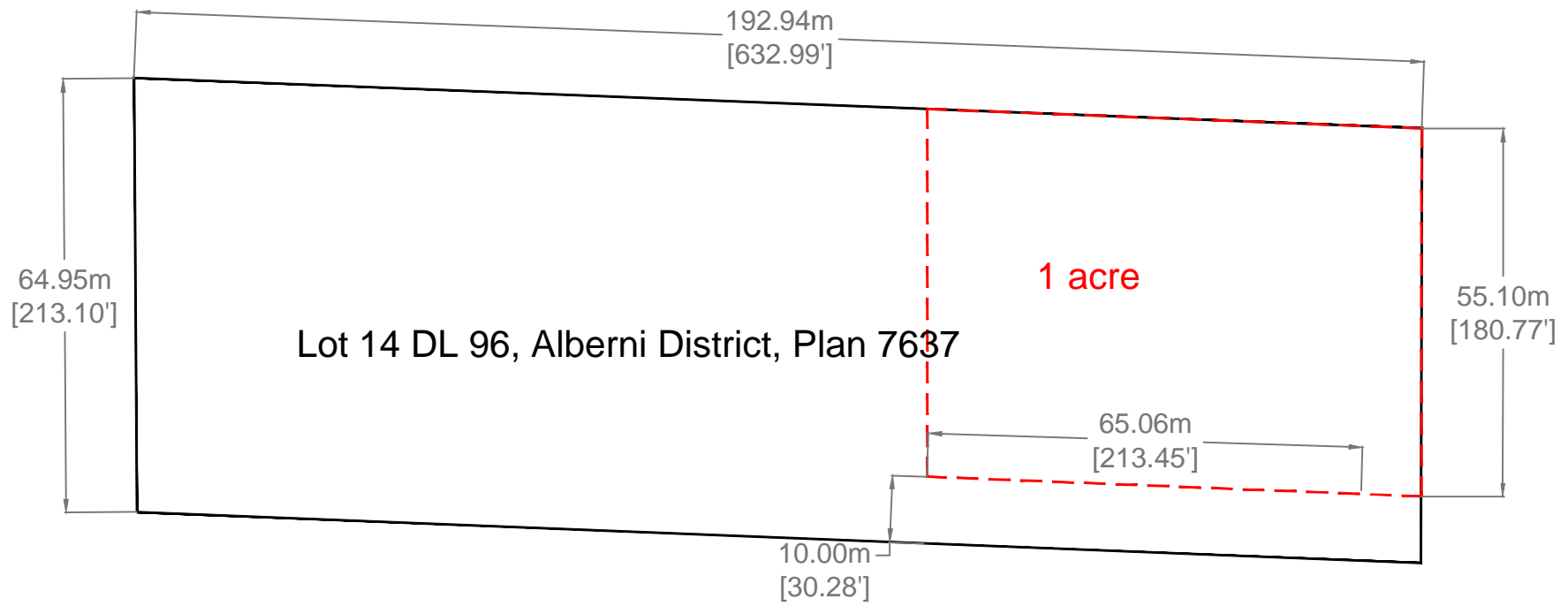


Mike Irg, MCIP, RPP, Manager of Planning & Development



Wendy Thomson, Acting Chief Administrative Officer

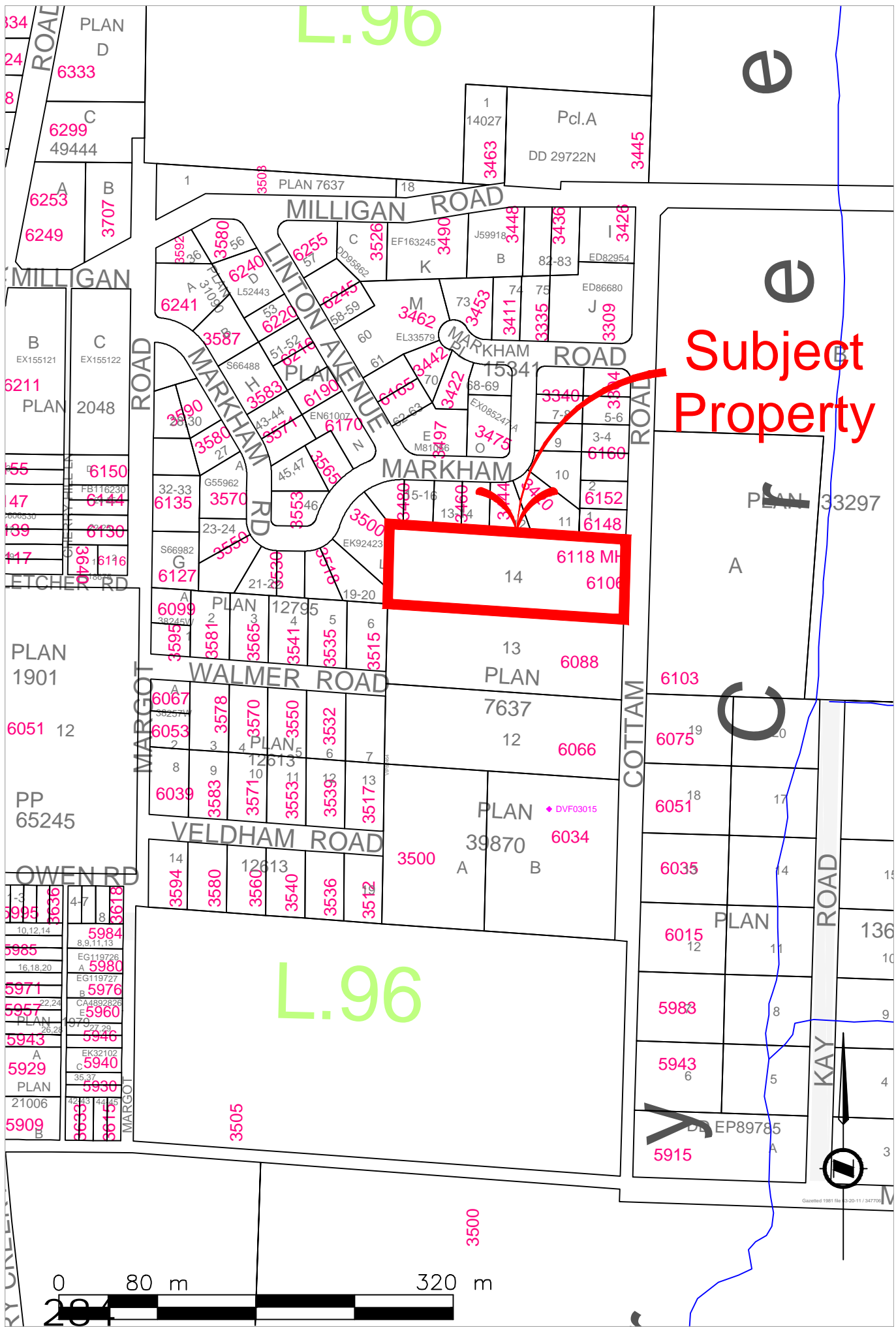
RF17005



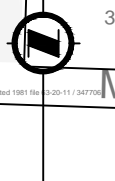








Subject Property



Copyright 1981 He 83-20-11/34770

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1349

OFFICIAL ZONING ATLAS AMENDMENT NO. 696

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

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

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

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

1. TITLE
This bylaw may be cited as the Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw No. P1349.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: LOT 14, DISTRICT LOT 96, ALBERNI DISTRICT, PLAN VIP7637 from Small Holdings (A1) District to Acreage Residential (RA2) District as shown on Schedule ‘A’ which is attached to and forms part of this bylaw.
3. This bylaw shall come into force and take effect upon the adoption thereof.

Read a first time this day of , 2017
Public Hearing held this day of , 2017
Read a second time this day of , 2017
Read a third time this day of , 2017

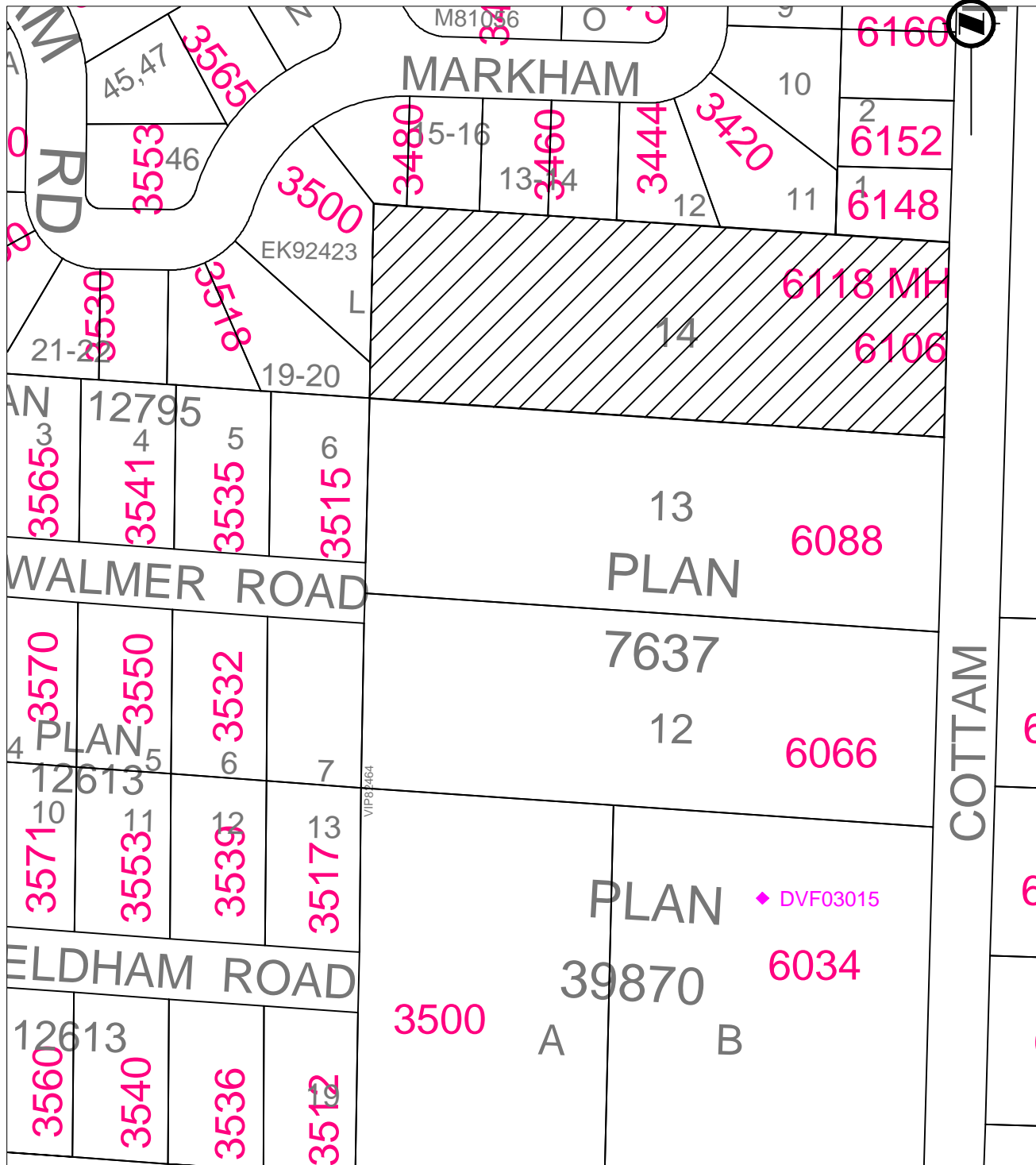
Adopted this day of , 2017

Wendy Thomson, Acting CAO

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1349



Legal Description: LOT 14, DISTRICT LOT 96, ALBERNI DISTRICT, PLAN 7637



To be rezoned from Small Holdings (A1) District to Acreage Residential (RA2) District.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of June 22, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
ADMINISTRATION							
1.	July 10/15	Develop: Long term plan for reconciliation	All	Y/N	Reconciliation Comm.	2017	Chair to develop a strategy with the Board. ACRD was successful with their C2C Forum funding application.
2.	May 27/15	Assessment: Tseshaht First Nation water system expansion to Bell & Stuart roads	D	Y/Y	Andrew	Sept. 2017	System supply and demand analysis underway.
3.	Sept. 16/15	Continue: Meeting with Tseshaht First Nation to discuss tenure at the AV Landfill	Alberni Valley	Y/Y	Andrew/ Heather	Ongoing	Met with Tseshaht Council June 1 st . Talks continue.
4.	Jan. 25/17	Letter: to Toquaht Nation & Yuułuʔiłʔatḥ Government inviting to participate in the West Coast Multi-Plex service	West Coast	Y/Y	Wendy	July 2017	Toquaht committed. Staff met with YG Executive. Council will consider at next meeting, then amending bylaw for consideration by ACRD Board
5.	Feb. 8/17	Work: with BC Transit on a feasibility study for a transit service between Tofino and Ucluelet	West Coast	N/N	Wendy	July	Exploring with ACHN to undertake the market demand analysis in 2017
6.	Feb. 8/17	Provide: support to the first responder transportation issues in Bamfield	A	Y/N	Wendy/ Dan	June/July	Ongoing – met BCEHS, options provided on training First Responders received & being reviewed
7.	Feb. 22/17	Invite: Island Timberlands to meet with the ACRD Board of Directors to share their draft recreation policy	AV	N/Y	Shelli	March	Arranging tour in July 2017.
8.	May 24/17	Work: with the City of Port Alberni and the Cherry Creek Fire Department on a new Automatic	AV	Y/Y	Wendy/Dan	July 2017	Working with Fire Dept. on new agreement.

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of June 22, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		Mutual Aid Agreement and bring back for consideration by the Board					
9.	June 14/17	Invite: Dr. Hasselback to a BOD meeting to present the updated information regarding the 2015 Local Health Profile	All	N/Y	Wendy/Janice	July/Aug	Inviting to future Board Meeting.
10.	June 14/17	Letter: to Canadian Commissioners negotiating the Pacific Salmon Treaty with the U.S. regarding further chinook reductions.	All	N/Y	Tracy/R. Gunn		In Progress
11.	June 14/17	Letter: to Provincial and Federal Governments advising of the ACRD's environmental concerns with respect to invasive species in Sproat Lake.	D	N/Y	Tracy/R. Gunn		In Progress
12.	June 14/17	Letter: to Minister of Fisheries and Oceans and the Canadian Coast Guard requesting that Marine Spill Response funding not be based on the approval of the Kinder Morgan project proposal.	All	N/Y	Tracy/R. Gunn		In Progress
13.	June 14/17	Add: request from the Alberni-Clayoquot Health Network to endorse the Reducing Poverty Protocol Agreement to the June 28 th Board meeting agenda.	All		Shelli	June 28 th	Protocol on for consideration
FINANCE							
14.	May 24/17	Investigate: How other regional districts fund their invasive plant management strategy programs and	All	Y/N	Teri	July 26/17	

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of June 22, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		provide options to the Board for consideration.					
15.	May 24/17	Advise: Alberni Valley Bulldogs of the approved the sponsorship proposal for the value of \$25,925.		Y/Y	Teri		Advised – Working with Bulldogs staff on deliverables.
16.	June 14/17	Increase: the amount of Community Works Funding from \$40,000 to \$50,000 notify BC Community Club.	B	Y/Y	Teri		Awaiting signature from BCCC
17.	June 14/17	Amend: the 2017-2021 Financial Plan for Cherry Creek Waterworks District to \$625,000 of Community Works Funding for the replacement of aging water mainline pipe.	F	Y/Y	Teri		Fall 2017
18.	June 14/17	Prepare: a cooperation agreement between the Alberni-Clayoquot Regional District and the Cherry Creek Waterworks District for sharing information on Cherry Creek Water infrastructure upgrades		Y/Y	Teri		Spring 2018 – Awaiting new CAO
19.	June 14/17	Draft: Contribution Agreement with the Cherry Creek Waterworks District upon receipt of a detailed project plan including: a) Objectives of project, b) Project impacts and outcomes, c) Project timeline, d) Financial plan containing a Class 'C' estimate, e) Source of additional funds (if necessary)	F	Y/Y	Teri		Requested information from CCWW. Will draft agreement upon receipt of info.
20.	June 14/17	Use the Beaver Creek Water System Infrastructure Assessment (2017)	E		Teri	Winter 2017	

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of June 22, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		report information to design the Asset Management plan for the service area					
ENVIRONMENTAL SERVICES							
21.	April 13/16	Work: with Huu-ay-aht First Nation/Bamfield Marine Science Centre to develop a plan to combine waste services for the Bamfield Area & arrange a Community Meeting within next 6 months	A	Y/Y	Andrew	Dec 2017	In Progress - June 19 th meeting well attended. Questions for follow-up & possible waste handling solution under investigation.
22.	May 11/16	Invite: Island Health, Island Timberlands, HUU-ay-aht First Nation, Min. FLNRO to meet & discuss watershed management in the interests of water quality	A	Y/N	Andrew/ Heather	Dec 2017	In Progress
23.	Sept. 21/16	Prepare: Amending Bylaw & RFD to the Board to proceed with RFP's to lease a 2-acre section of land at Long Beach Airport, corner of Lysander & Airport Road	West Coast	Y/Y	Andrew/ Janice		Awaiting zoning bylaw RFD @ WC Meeting
24.	Sept. 21/16	Proceed: Steller Managements' letter of intent for the development plan for Lots C & D at Long Beach Airport	West Coast	Y/Y	Andrew		Will advertise when surveying completed for long term leases
25.	Mar. 22/17	Prepare Aircraft Operating Procedures for AVRA.			Mark/Kathy		In progress Summer/Fall completion
26.	Mar. 22/17	Investigate funding opportunities for the ACRD through the Rural Dividend Fund.			Janice	July 2017	In progress.
27.	May 24/17	Prepare for signatures: Bylaw R1027-1, Alberni Valley Landfill Tipping Fee and Regulation	AV, Electoral		Andrew/Kathy		In progress. Public info session on June 20 th , mail out to Contractors. Education,

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of June 22, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		Amendment. Update website, and advertise increased tipping fee rates.	Areas A, B, D, E, F				communication, additional tipping supervision.
28.	June 14/17	Prepare for signatures: Bylaw No. R1028 - West Coast Landfill Tipping Fee and Regulation, 2017. Update website, and advertise increased tipping fee rates.	West Coast	Y/Y	Andrew/Kathy	June 30 th /17	Additional tipping supervision.
29.	June 14/17	Letter: to the Prov. Govt. supporting the proposed new legislation on open burning and to consider the legislation include the requirement of machine stacked burn piles be seasoned for a minimum of 1 year.	All	Y/Y	Andrew/Kathy		Letter to be written.
PLANNING							
30.	May 13/10	Proceed: Subdivision process on the Long Beach Airport lands for the WC Multiplex Society and Long Beach Golf Course following Airport rezoning	West Coast	Y/Y	Mike	Sept. 2017	Options to West Coast Committee in Sept.
31.	Nov. 14/12	Staff direction: Review and make recommendations on the Bamfield Community Hall Society's request to approve & support their proposal to build a new hall	A		Mike		In progress – Waiting for direction from the Hall Committee
32.	May 27/15	Re-designate: major/minor streams within all electoral area official community plan areas	Electoral Areas	Y/Y	Mike	July 2017	Part of OCP amendments
33.	May 27/15	Proceed: Plan for a communal meeting place for Salmon Beach owners to be located on ACRD owned 10, Block 63, Section 49, Clayoquot	C	Y/Y	Mike/ Luc	Summer 2017	

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of June 22, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		District, Plan VIP510 as outlined in staff report dated Nov. 20/14 2014					
34.	Oct. 5/16	EA Committee directed staff: Conduct public input sessions to garner community input into options for dealing with short term vacation rentals	Electoral Areas	Y/Y	Mike		Summer 2017
35.	Oct. 12/16	Meeting: Invite wireless communication providers in the region to provide an update on plans in the region	All	Y/Y	Alex	June 2017	Rogers Representative to be a delegation at the June 28 th Board Meeting.
36.	Nov. 9/16	Sign: Climate Action Charter & include cost implications in 2017 Budget	All	Y/N	Mike	Sept. 2017	Signed – Staff report prepared for Sept.
37.	Feb. 22/17	Enter: into discussions with owner of DL 130 & DL 60, Lot 2 VIP64541 to provide a road access agreement to the property in exchange for a height restriction covenant to be placed on the two sections of land within the OLS of the AV Regional Airport	AV	Y/Y	Mike/Heather		In progress
38.	June 14/17	Purchase: 2011 Dodge 4x4 (\$18,700 plus GST & PST) from Nexcar.	All		Jason/Mike		Done - Remove
39.	June 14/17	Advise: the 2017 Beaufort Planning Commission Appointees of their two-year term.	B		Charity		Done - Remove

Electoral Areas: “A” (Bamfield), “B” (Beaufort), “C” (Long Beach), “D” (Sproat Lake), “E” (Beaver Creek), “F” (Cherry Creek)



Alberni-Clayoquot Regional District
Board of Directors Meeting Schedule
JULY 2017

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, July 26th	Board of Directors Meeting	1:30 pm – Regional District Board Room	Directors, Staff
	Hospital District Meeting	Immediately Following Above	Directors, Staff

Issued: June 23, 2017



**SUMMARY OF REVENUE AND EXPENDITURES
FOR PERIOD ENDING MAY 31, 2017**

(PAGE 1)

	2017 YEAR TO DATE ACTUAL	2017 ANNUAL BUDGET	PERCENTAGE OF BUDGET
REVENUE			
Tax requisition	\$ 1,827	\$ 4,843,721	0.04%
Parcel taxes	-	849,047	0.00%
Grants in lieu of taxes	-	30,500	0.00%
Services provided to other governments	38,168	62,584	60.99%
Sale of services	1,375,633	3,592,640	38.29%
Other revenue	71,353	565,600	12.62%
Grants from other sources	792,546	1,997,117	39.68%
Surplus (deficit) from prior years	1,932,234	1,936,046	99.80%
Committed surplus from prior year	2,404,402	2,404,402	100.00%
Transfers between services	833	1,475,645	0.06%
	<hr/>		
SUBTOTAL	6,616,996	17,757,302	37.26%
Transfers from Municipalities for			
Municipal Finance Authority	\$ 372,455	\$ 715,000	52.09%
	<hr/>		
TOTAL REVENUE	\$ 6,989,451	\$ 18,472,302	37.84%

EXPENDITURES	2017 YEAR TO DATE ACTUAL	2017 ANNUAL BUDGET	PERCENTAGE OF BUDGET
All Members			
E911 Telephone System	300,261	307,000	97.80%
General Government Services	599,649	1,355,750	44.23%
Alberni-Clayoquot Health Network	50,195	149,500	33.58%
Regional Parks	8,360	42,000	19.90%
Regional Planning	57,650	188,500	30.58%
Electoral Area's			
Building Inspection	93,663	283,500	33.04%
Electoral Area Administration	34,527	1,633,812	2.11%
Mgmt of Development - Rural Areas	95,480	372,000	25.67%
Vancouver Island Regional Library	231,512	465,500	49.73%
Alberni Valley			
Alberni Valley Emergency Planning	25,835	181,000	14.27%
Alberni Valley & Bamfield Waste Mgmt	562,630	2,565,000	21.93%
Alberni Valley Regional Airport	171,359	1,310,565	13.08%
Alberni Valley Regional Water - Proposed	1,832	21,000	8.72%
Custom Transit	116,018	547,000	21.21%
Sproat Lake Marine Patrol	3,424	33,000	10.38%
West Coast			
Long Beach Airport	255,951	866,106	29.55%
West Coast Emerg. Coordination - Proposed		9,000	0.00%
West Coast Emergency Planning	13,065	27,000	48.39%
West Coast Multiplex	6,000	107,563	5.58%
West Coast Waste Mgmt	306,475	1,015,000	30.19%
City of Port Alberni			
Port Alberni Arena	333	199,000	0.17%
Bamfield			
Bamfield Community Park	740	13,500	5.48%
Bamfield Volunteer Fire Dept	49,248	164,000	30.03%
Bamfield Water System	479,053	1,294,631	37.00%
Beaufort			
Mountain Ranch Rd Fire Protection	17	3,152	0.54%
Long Beach			
Millstream Water System	8,234	140,718	5.85%
Salmon Beach Garbage	4,803	23,080	20.81%
Salmon Beach Power Distribution	15,288	99,400	15.38%
Salmon Beach Recreation	6,551	57,300	11.43%
Salmon Beach Security	4,403	29,850	14.75%
Salmon Beach Sewage	13,822	69,650	19.84%
Salmon Beach Transportation	24,634	168,000	14.66%
Salmon Beach Water	7,345	69,550	10.56%
South Long Beach Bike Path	174	7,200	2.42%
South Long Beach Community Park	-	7,500	0.00%
South Long Beach Fire Protection	23	14,000	0.16%
South Long Beach Street Lighting	283	920	30.76%
Sproat Lake			
Sproat Lake Animal Control	267	3,100	8.61%
Sproat Lake Arena	-	28,054	0.00%
Sproat Lake Community Park	7,145	199,000	3.59%
Sproat Lake Noise Control	766	7,100	10.79%
Sproat Lake Volunteer Fire Department	120,327	393,150	30.61%
Beaver Creek			
Arvay Rd Street Lighting	461	1,500	30.73%
Beaver Creek Animal Control	667	3,000	22.23%
Beaver Creek Community Park	1,772	20,000	8.86%
Beaver Creek Arena	-	21,065	0.00%
Beaver Creek Noise Control	266	2,100	12.67%
Beaver Creek Volunteer Fire Department	76,878	277,500	27.70%
Beaver Creek Water System	189,341	1,246,966	15.18%
Granville Rd Fire Protection	17	1,832	0.93%
Cherry Creek			
Cherry Creek Animal Control	267	4,012	6.66%
Cherry Creek Arena	-	17,514	0.00%
Cherry Creek Noise Control	267	2,100	12.71%
Cherry Creek Community Park	61,594	138,500	44.47%
Grants-in-Aid			
Total Grants in Aid	19,165	387,110	4.95%
	4,028,037	16,594,850	24.27%
Transfers to Municipal Finance Authority on behalf of the Municipalities	372,455	715,000	52.09%
	\$ 4,400,492	\$ 17,309,850	25.42%



2016

Summary Report



296

Central Westcoast Forest Society (CWFS) is a registered charity based on the west coast of Vancouver Island. For over 20 years we have been working to restore wildlife habitat that has been damaged or degraded. Through restoration, monitoring, research and education we aim to rebuild wildlife populations that are threatened or endangered. Though a lot has been accomplished in two decades, many high priority streams and forest ecosystems remain unrestored.

CENTRAL WESTCOAST FOREST SOCIETY

SINCE 1995



FOR THE LOVE OF SALMON

HELP THIS IMPORTANT WORK CONTINUE

CLAYOQUOT.ORG



@cwfsrestoration



Central Westcoast
Forest Society



@CWFSrestoration

This work could not be done without our sponsors and collaborators!

Canada



patagonia



JEREMY KORESKI



Schein Foundation

FLQ DESIGN



TD Friends of the Environment Foundation



ALBERNI-CLAYOQUOT REGIONAL DISTRICT



The Original TOFINO TRAVEL COMPANY



2016 Watershed Restoration Project Locations



RESTORATION



300



MONITORING



EDUCATION





RESTORATION

Ecological restoration is the process of assisting the recovery of an ecosystem that has been degraded, damaged, or destroyed. Restoration techniques modify riparian areas with the intent of improving the aquatic and terrestrial habitat conditions. Restoration is not intended to return a system to a pre-altered state or fixed condition but to help restore the structure, function, and ecological processes of a system. Restoration can accelerate the recovery of a degraded ecosystem by decades or even centuries.

Our Approach

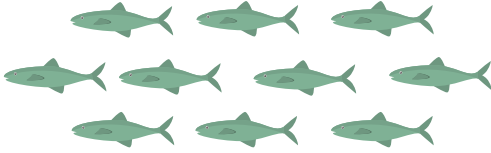
We use an ecosystem-based management approach that recognizes the connection between ecosystems and the species that interact with it. The Nuu-chah-nulth First Nations call this interconnection *Hishuk-ish-tsawalk*. CWFS recognizes that ecosystems are also integrated into a dynamic economic, social, cultural, and spiritual dimension. This human element also needs to be incorporated into the restoration approach. Stewardship and reconnecting people with the environment is fundamental to restoration and ultimately to conservation efforts.


**OVER 100 HECTARES OF
RIPARIAN FOREST RESTORED
SINCE 1995**



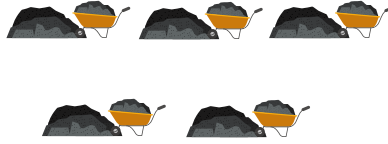
2016

RESTORATION EFFORTS



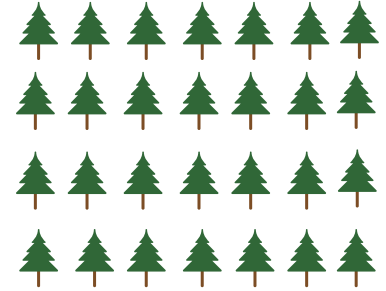
 = 500m²


4940 m² SALMON BEARING
STREAMS restored



 = 50 m³

255 m³ CLEAN SPAWNING
GRAVEL added



 = 50 plants

978 TREES
planted **454** SHRUBS AND
HERBS planted

2 CULVERTS
replaced

1.3 ha RIPARIAN FOREST
restored

6000 lbs ILLEGALLY DUMPED GARBAGE AND
MARINE WASTE disposed of

Abandoned trailer removed from Kennedy Watershed



302

Cedars planted in a new riparian zone





MONITORING

Environmental monitoring is a key component of each project carried out by CWFS as it allows us to understand the long term effects of the restoration work we do. We have developed detailed and standardized methodologies for both terrestrial and aquatic monitoring.

Images by Jeremy Koreski

Spawner Surveys

Every fall, salmon travel hundreds to thousands of kilometers to return to their natal stream to spawn. Spawning marks the time when mature fish release their eggs and milt, and the salmon life cycle begins again. After the salmon spawn, they will die and their bodies remain in the stream to nourish the surrounding environment.

Spawner surveys were completed on four local watersheds (Coho Creek, English Cove, Lost Shoe Creek and Sandhill Creek) to monitor the health of salmon populations. With the help of trained volunteers, weekly spawner counts are done between October and December.

Only through long-term monitoring can we understand the health of our local wild salmon populations and sustainably manage these populations for the generations to come.

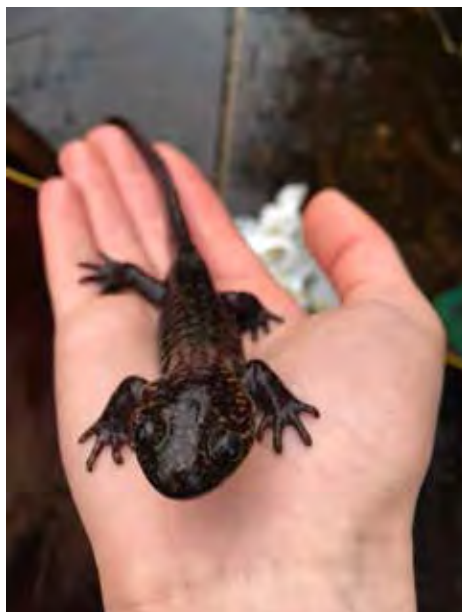


Lost Shoe Creek Smolt Trap

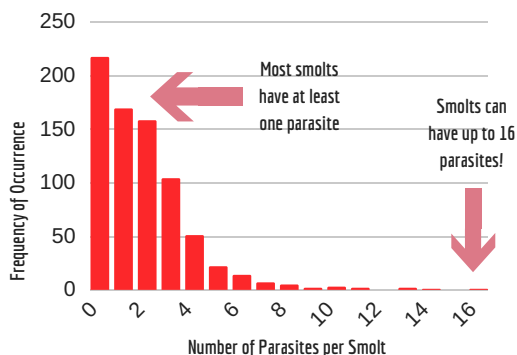
Two smolt traps are in operation in the Lost Shoe Creek Watershed. The purpose of these traps is to monitor changes in wild salmon populations across the watershed over time.

“Smolt” is a life stage of a juvenile salmon. This physiological change occurs when a juvenile salmon begins its migration from fresh water to the estuary and adjusts to living in salt water.

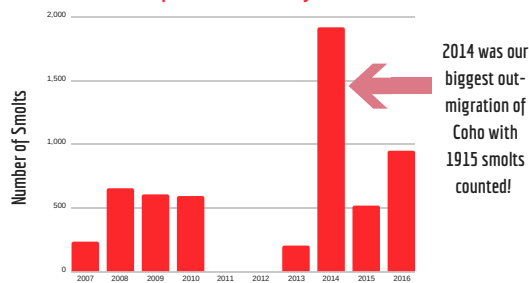
CWFS staff and volunteers monitor the trap daily to count fish, identify species, measure length and weight, and look for parasites or other abnormalities. Monitoring these traps helps us to gauge the health of the stream and local salmon populations.



Number of parasites found per smolt at LS3B1 in 2016



Number of Coho Smolts by Year in LS3B1



304^{Year}





EDUCATION

CWFS is always looking for creative ways to educate people and offer opportunities to learn from the natural environment. We work to build relationships with community members by implementing training courses, workshops, and interpretive tours. These learning experiences allow us to raise awareness about our work and promote the conservation of healthy watersheds.

Interpretive Walks

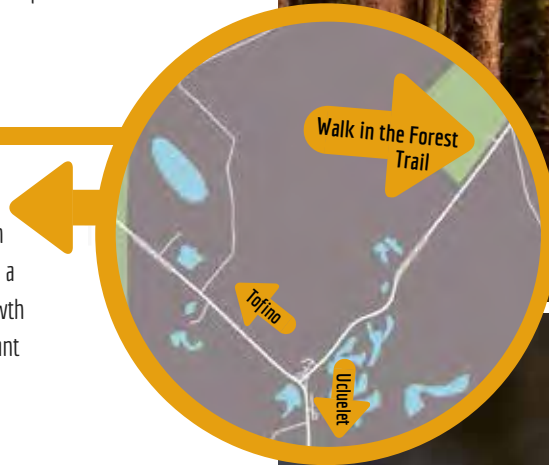
In the summer, we offer interpretive walks on the Wild Pacific Trail and the Walk in the Forest Trail. This unique experience offers a chance for participants to learn about old growth and second growth forests, ecology, native plant species, salmon, forestry and restoration.

Speaker Series

In 2016, CWFS hosted 15 presentations in our summer and winter speaker series. The goal of these talks is to bring passionate scientists and professionals to the community to share their knowledge on subjects relating to ecology, restoration and natural science. For example, Dr. Wilf Luedke, DFO's Chief Biologist for the south coast, joined us this summer to discuss the health of Chinook Salmon in Clayoquot Sound.

Since the 1970s, Chinook populations on the west coast of Vancouver Island have been drastically declining

Images by Jeremy Koreski



OVER 380 PEOPLE ATTENDED THE TALKS



VOLUNTEER OPPORTUNITIES

Many of our projects rely on the work of our dedicated and hardworking volunteers. We receive an incredible amount of support within the community in the form of hands-on manual work. Volunteers come out to help plant trees and shrubs in newly constructed riparian areas, monitor our smolt trap, participate in spawner surveys and control invasive species in our area.

In 2016

OVER 175
VOLUNTEERS



SHOVELLED
SPAWNING GRAVEL



PLANTED
TREES



COUNTED, MEASURED AND WEIGHED 950 SMOLTS

Images by Nora Boileau Morrison and Melody Charlie



A volunteers experience with CWFS projects

"The main reason for me volunteering is that I always love to learn and see new things. I am more a hands-on guy, I don't do to well in classrooms. So volunteering for CWFS is a great opportunity for me the get a little more involved in what happens around me, see and learn new things. I had one of my major "woahhhh" moments in my life learning how salmon is so connected to the environment we live in. It blew me away and changed the way I look at things now."

-Frank Witter, volunteer and co-owner of Hello Nature Adventures



For more information visit our website or
stop by our office in Ucluelet

PO Box 641
1920 #2 Lyche Road
250-726-2424
info@clayoquot.org
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CWFS PROJECT OVERVIEW 2017



TRANQUIL CREEK

West coast Vancouver Island Chinook populations have drastically declined in recent years. The long term abundance and survival of this species is uncertain. Designation is currently being considered by the Committee on the Status of Endangered Wildlife in Canada. The Tranquil Creek Watershed was impacted by the industrial scale logging that took place from 1950 to 1990. Logging practices at that time were not designed to protect wildlife or fish habitat. The impacts from poor logging practices persist today. The forest, stream, and estuary ecosystems in this watershed lack the necessary characteristics to support healthy and diverse wildlife populations. The lack of healthy vibrant salmon runs is impacting the ability of the Tla-o-qui-aht First Nation's Aboriginal right to fish and operate a fishery in their traditional territory. The objectives of the Tranquil Creek Chinook Recovery Project are to restore wild Chinook populations by developing a restoration plan that identifies the habitat conditions responsible for this decline and by restoring critical Chinook habitat. Assessments will begin in July 2017. Riparian restoration is planned for the fall of 2017. DFO RFCPP funding ends March of 2019.



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Photo: Jeremy Koreski

PACIFIC SALMON FILM

The goal of this project is to develop a highly-consumable film that will inspire an emotional connection between viewers and the people, wildlife, and habitats that depend upon wild Pacific salmon in British Columbia. The filmmakers will leverage this connection to compel viewers to understand the urgent need for environmental conservation and support the restoration of damaged coastal ecosystems in our province. The film will be released December 2017.

AH'TA'APQ CREEK

Ah'ta'apq Creek (Hot Springs Creek) has been severely degraded by past logging practices that resulted in full removal of riparian forest and severe landslides that have degraded the stream. Ah'ta'apq Creek is located in the Ahousaht First Nation's territory and within the Hesquiaht First Nation's village. It is a popular recreation fishing ground with the adjacent campground and Hot Springs Provincial Park located in the cove. Historically, the creek supported healthy wild Pacific salmon and sea-run cutthroat trout populations along with clam beds and herring spawning grounds located at the river mouth. Central West Coast Forest Society, local recreational fisherman, the Ahousaht and the Hesquiaht First Nation plan to restore the productivity of this watershed through habitat restoration. This project has funding from DFO to continue until March of 2019.



CHENATHA RIVER

Chenatha River (Twin Rivers) very recently supported healthy salmon populations with previous escapement records showing a yearly average of 2,200 chum salmon. Unfortunately these numbers have drastically declined in recent years with less than 30 chum returning in 2013 and less than 100 in 2014. The drastic decline in chum populations in Chenatha River in recent years warranted further investigation and immediate action. A fisheries habitat assessment, riparian assessment, and road crossing assessment were completed in 2014 and 2015.

CWFS, in partnership with the Toquaht First Nation, began restoration in 2014. To date over 7.75 ha of riparian forest restored, 1,151 m of in-stream restoration completed, 1370 native trees planted, and 8 bat houses installed. Over the next 3 years CWFS plans to continue restoration. This project will provide education, employment and stewardship opportunities for the people of the Toquaht First Nation, as well as, engage and inform the general public of issues facing salmon on the west coast. Thanks to funding from DFO, WWF, Patagonia, and Tree Canada this project will continue to March 2019.

HYDRO HILL CREEK

Hydro Hill Creek has been severely degraded due to logging in the steep and unstable terrain in the upper watershed. This has caused landslides and increased sediment input into the creek resulting in an aggraded stream channel. Much of the river has been buried under large diameter cobble causing subsurface flows and the loss of



traditional spawning and rearing habitat. The Creek crosses under Highway 4 via a culvert but makes a sharp corner back towards the highway where it runs along the road bank. In this section, the creek has pushed through a constructed berm and during high flows runs in the Highway ditch. Each fall returning salmon are observed in the Highway ditch. In 2017, we will begin restoring degraded habitat, addressing upslope instability, redirecting fish habitat away from the highway and out of the ditch. Our objective is to improve the health, productivity and resiliency of this watershed. Watershed level assessments are planned for 2017. Restoration is beginning in June 2018 thanks to funding from MOT and DFO and from the incredible in-kind support of the Tla-o-qui-aht First Nation.



ENGLISH COVE

The English cover Watershed is largely intact old-growth forest and fresh water streams that support wild salmon populations. Unfortunately, the watershed was fragmented in the 1950s by the construction of Pacific Rim Highway. The Highway crosses 12 creeks in this watershed. All 12 of these stream crossings are barriers to fish passage. CWFS, Tla-o-qui-aht First Nation, and the Ministry of Transportation have partnered to restore fish passage. To date we have replaced 3 culverts that were barriers to fish passage. A healthy and vibrant fish bearing



stream will be reconnected this year with the removal of a 0.6 m wide hung culvert and the installation of a 2.7 m wide culvert that restores fish passage. Future culvert replacements are planned for 2018 due to the in-kind support from Tla-o-qui-aht First Nation, funding and support from the ACRD, and our ongoing partnership with MOT.

SPEAKER SERIES

The CWFS Summer Speaker Series is scheduled to begin this July and a number of great speakers are lined up including Dr. Brian Riddell from the Pacific Salmon Foundation. The speak series will run all summer long and alternate between the communities of Tofino and Ucluelet. The goal of this project is to share knowledge and create an educational forum for discussion.

KENNEDY FLATS CLEAN-UP

Timber harvesting has introduced an extensive network of roads in the Kennedy Flats Watershed. Scattered throughout this road network are numerous illegal dumping sites. Illegally dumped items often include household garbage, business trash, construction and demolition materials, appliances, furniture, tires, landscaping and yard waste, and chemical waste. This material can have serious effects on the environment, wildlife habitat and the ability of others to use and enjoy outdoor recreational areas. Every year, thanks to funding from the ACRD, CWFS and the Tla-o-qui-aht First Nation Tribal Park guardians' collect and remove garbage and then properly dispose of it at the West Coast Landfill. A series of clean-ups are planned for August and October 2017.

BIG BEACH

Central West Coast Forest Society and the District of Ucluelet are working to eradicate the invasive species Japanese knotweed (*Fallopia japonica*) from Big Beach Park. This plant is native to eastern Asia and was introduced to North America in the 1800s. Since that time this aggressive plant has rapidly spread throughout North America. The goals of the Big Beach Knotweed Removal Project are to remove invasive species, educate, and prevent the future introduction or spreading of invasive plants, and lastly to restore native vegetation to degraded ecosystems. A herbicide will be used to remove the plant. It will be applied three times per year for the next three years. The District of Ucluelet and CWFS are committed to working together to successfully eradicate this species from our community.

CENTENNIAL CREEK

Centennial Creek is located in the heart of Tofino and in the Tla-o-qui-aht First Nation's traditional territory. The Watershed is also located adjacent to Wickaninnish Elementary School, making it the perfect location to create an outdoor classroom. And that is what CWFS did! A rain garden was constructed on the school property just off of 4th street in 2016. The rain garden helps filter pollutants from the road before they enter the freshwater stream. In 2017, school children have helped remove invasive plants, plant native vegetation, monitor water quality and they have learned about watershed stewardship. CWFS hopes to find funding for this project and carry it forward when the children return to school in the fall of 2017.



Photo: Jeremy Koreski

LOST SHOE CREEK SMOLT TRAP

Two smolt traps are once again in operation in the Lost Shoe Creek watershed. "Smolt" is a life-stage of a juvenile salmon. This life stage occurs when a juvenile salmon begins its migration from freshwater to the estuary and adjusts to living in saltwater. Different Pacific salmon species spend different amounts of time rearing in freshwater. Coho salmon, the focus of our study, spend one to two years rearing in freshwater after they emerge from the gravel as fry. The smolt traps are in operation from April to June and is checked daily by CWFS staff and local volunteers. The species, size, and weight of all fish caught are recorded before the fish is safely released downstream. The trap will help us monitor Coho salmon populations and evaluate the effectiveness of our restoration efforts over time.

EFFINGHAM RIVER

The Effingham River Restoration Project is a partnership between YuułuꞀiꞀath First Nation (YFN), CWFS and Interfor Corporation. The goal of this project is to conserve Pacific salmon by restoring hydrological and ecological functions through accelerating the natural recovery of damaged ecosystems. This project incorporates western science and traditional ecological knowledge into planning and project design and will provide education, job training, and employment opportunities for First Nations and local. In 2016, CWFS and YFN completed: (1) a fish habitat assessment of lower side-channel, S1; (2) Installed test pits to determine the optimal location for off-channel construction; (3) completed in-stream and riparian prescriptions; and (4) built 15 in-stream structures over



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230 m in side-channel S1. In 2017, further in-stream and riparian restoration are in the works thanks to funding from DFO, Environment Canada, and considerable in-kind support from YFN and Interfor.

2016 Impact Report

As a biosphere region and community foundation, the **Clayoquot Biosphere Trust** is focused on the vitality of our communities and our ecosystems. The CBT table is one of the few places where our communities come together to “think like a region.” Our grants, programs, and regional initiatives help to achieve our vision, from Hesquiaht to Yuu-cluth-aht.

Our Vision..... The communities of the Clayoquot Sound UNESCO Biosphere Region will live sustainably in a healthy ecosystem, with a diversified economy, and strong, vibrant, and united cultures while embracing the Nuu-chah-nulth First Nations living philosophies of *iisaak* (living respectfully), *qwa' aak qin teech-mis* (life in the balance), and *hishuk ish ts'awalk* (everything is one and interconnected).

On behalf of the CBT Board of Directors, we are pleased to share highlights from the past year.

Cathy Thicke and Tammy Dorward
CBT Co-chairs

Our Biosphere Region

Biosphere Research Award

The CBT is pleased to announce the Association of Wetland Stewards for Clayoquot and Barkley Sounds, as the recipient of the 2016 Biosphere Research Award for its study on the conservation of amphibian migration. Local amphibians migrate great distances from breeding wetlands into forest habitats along a route that requires crossing a busy road. Dr. Barb Beasley, the principal investigator for the project, has been studying ways to reduce amphibian traffic mortalities for over 15 years. With this award, Dr. Beasley has the opportunity to analyse years of data on the impact of roadway fencing and culvert structures designed to allow amphibians to migrate safely.

Biosphere Centre

The CBT is working to establish a permanent Biosphere Centre. The building will be more than an office location for the CBT — it will be a place of sharing and learning in and for the Clayoquot Sound Biosphere Region. In 2016, the CBT completed a business case for the future centre and we are now in search of a “forever home” from which we can deliver our programs.

Sydney Inlet Remote Listening Station

Our soundscape ecology project continues to expand with exciting new discoveries. Thanks to our team of volunteer sound ecology enthusiasts, Dr. Jim Darling, Adrian Dorst, Jessica Edwards, Sander Jain, Victoria Leader, and Benj Youngson, over the last year we've collected more than 2000 sound recordings from the Sydney River estuary using a bioacoustic recorder with a microphone and hydrophone. The purpose of our project is to learn more about the seasonal changes in the sound patterns of a remote watershed ecosystem.

In an effort to collectively identify species using acoustic indicators, we hosted four listening workshops and indexed over 300 hours of sound patterns. While we're still analysing the data, we've made several unexpected discoveries. For example, last May the hydrophone detected a diurnal “hum” that matched the vertical feeding migration of the plainfin midshipman (*Porichthys notatus*). While this fish is common throughout the Northeast Pacific, it can only be heard in extremely quiet marine environments. This discovery has inspired the idea of potentially using sound as a new method for monitoring marine ecosystem health in Clayoquot Sound.

Vital Signs

In 2016, the CBT produced its third Vital Signs® report as part of our research program. Vital Signs is a community check-up conducted by community foundations across Canada. This year, the report drew attention to three critical impact areas: food security, climate change, and transportation. The data presented in the report informs our grant-making and allows us to focus our programs and resources where they will make the biggest impact. By further aligning our Vital Signs data and stories with the United Nation's Sustainable Development Goals, we are connecting the local to the global to measure change and impact at all scales. The CBT will continue to issue Vital Signs every two years.

4th World Congress for Biosphere Reserves

In March, the CBT Research Coordinator, Dr. Laura Loucks, was one of 1100 delegates from over 600 biosphere reserves around the world who met in Lima, Peru to ratify the 2016-2025 Man and the Biosphere Strategy and Lima Action Plan. Canada had a strong delegation of 14 participants from five of the 18 Canadian biosphere reserves (including the two newest: Beaver Hills in Alberta and Tsá Tué in the Northwest Territories). There was a great sense of momentum after the ratification of the 2030 Agenda for Sustainable Development in September 2015, and the Paris Agreement on Climate Change the following December. The Lima Action Plan emphasizes the vision to support “thriving societies in harmony with the biosphere for the achievement of the Sustainable Development Goals and implementation of the 2030 Agenda for Sustainable Development within biosphere reserves and beyond.”



Adrian Dorst and Laura Loucks collecting songmeter data in Sydney Inlet.

2016 Sydney Cabin Writer-in-Residence:

“As the days pass, the stillness of Sydney Inlet gives way to a form of listening that extends beyond my ears. It feels all-encompassing, like a sense of contentment. When I nestle into a sunlit patch of moss at the knee of a cedar I do not feel like a woman sitting beneath a tree. For who could even fathom where a single tree starts and ends in this tangled, flourishing explosion of huckleberry and ferns and searching roots and fallen trunks? I am enveloped, entwined, made somehow more whole by the complexity and beauty of these green lives.”

Excerpt from Elin Kelsey's reflections as CBT 2016 writer-in-residence. See her blog Where trees talk: A writer's journey to Sydney Inlet <http://clayoquotbiosphere.org/uncategorized/biosphere-blog-winter/>

Your Community Foundation

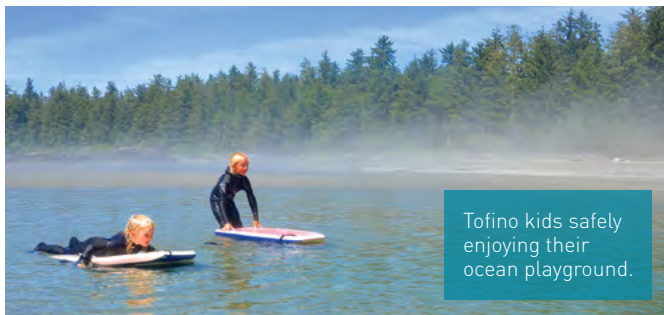
Truth and Reconciliation Commission of Canada: Calls to Action

The CBT has joined a group of Canada's philanthropic organizations by signing a Declaration of Action in response to the Truth and Reconciliation Commission's call to action. The CBT has committed to "moving forward in an atmosphere of understanding, dignity, and respect towards the shared goal of reconciliation." As a funder, the CBT can help to advance the calls to action in areas of vital importance such as education, language and culture, and health. Our vision reminds us of the importance of reconciliation within communities, between communities, and with the environment.

Tofino Children's Swimming @ Water Safety Fund

From surfing to canoe journeys, growing up near the ocean presents many opportunities for the children in our communities. It is our wish that all children have an opportunity to learn how to swim so they can build confidence, enjoy a healthy and fun activity, and participate safely in the water-based activities our spectacular backyard has to offer. In 2016, a new endowment fund was created under the community foundation umbrella to support this long-term goal. Each year, the interest from the fund will support the costs associated with swimming lessons for all students at Wickaninnish Community School.

This fund was established with an anonymous \$10,000 donation in memory of the six people aboard the *Leviathan II* whose lives were lost at sea on October 25, 2015.



Clayoquot Sound Wild Salmon Fund

The health of wild salmon is inextricably linked to the health of our ecosystems and communities. In partnership with the Clayoquot Salmon Roundtable, the CBT launched the new Wild Salmon Fund to support salmon enhancement and habitat recovery initiatives as prioritized by the Clayoquot Sound Salmon Recovery Plan. Each year, the income will support adaptation and mitigation initiatives to stabilize salmon populations and critical salmon habitat areas within the region. In perpetuity, funds will be directed towards local salmon enhancement and recovery initiatives led by local organizations and researchers.

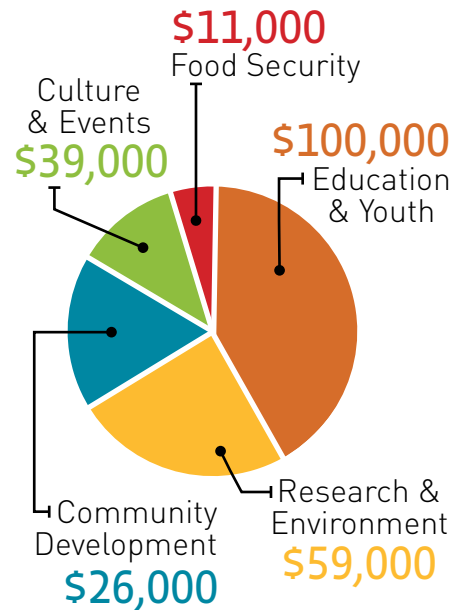
Donations to these funds, and all funds under the CBT's community foundation umbrella, can be made to the Clayoquot Biosphere Trust Society at P.O. Box 67, Tofino B.C., V0R 2Z0 or online at clayoquotbiosphere.org.

Thanks to our Supporters

Our 2016 donors join a group of committed funders who invest in our region through their donations, grants for our programs, or in-kind contributions. Sincere thanks to all our supporters, past and present.

- Adrienne Mason
- Anonymous
- Cermaq Canada
- Community Funds for Canada's 150th
- Dan Law
- Decoda Literacy Foundation
- District of Tofino
- District of Ucluelet
- Genus Capital Management
- Innoweave
- Island Coastal Economic Trust
- Jamie's Whaling Station
- JP Harrison
- Learning Initiatives for Rural & Northern BC
- Leif Timmermans
- Ted Hirst
- Tofino Consumers Coop
- Nu-u-chah-nulth Education & Training Program
- Port Alberni & Long Beach Local Action Team

2016 Grants by the Numbers



5 FUNDS
under the community foundations umbrella



8
projects in recognition of
Canada's 150th anniversary



21
neighbourhood small grants

Create Your Own Legacy

With the CBT, it's possible to give back to your community now and leave a legacy for the future. We can work with you to set up a personalized endowment fund under our community foundation umbrella dedicated to your goals and passions. Donors choose the CBT as an alternative to setting up a private foundation because of our connections to the community, and because it's easier administratively. **You can then focus on the most fulfilling part — giving.**

For more information please contact our executive director, Rebecca Hurwitz at 250.725.2219.

A founding contribution from the Government of Canada has offered support to the CBT since our beginning in 2000. We are grateful for their investment in our communities through the gift of a \$12-million endowment fund.

CBT's fully audited financial statements are available on our website at: <http://www.clayoquotbiosphere.org/web/who-we-are/documents/>

Registered Charity Registration #870641727 RR0001

Interested in knowing more?

316 Main St.
P.O. Box 67
 Tofino, BC
V0R 2Z0
 250.725.2219
www.clayoquotbiosphere.org

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COMMUNITY FOUNDATIONS OF CANADA



United Nations Educational, Scientific and Cultural Organization

Organisation des Nations Unies pour l'éducation, la science et la culture



Canadian Biosphere Reserves Association

Association canadienne des réserves de la biosphère