



Alberni-Clayoquot Regional District

BOARD OF DIRECTORS MEETING

WEDNESDAY, SEPTEMBER 13, 2017, 1:30 pm

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

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u>	
<i>(motion to approve, including late items required 2/3 majority vote)</i>	
3. <u>DECLARATIONS</u>	
<i>(conflict of interest or gifts 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 – August 23, 2017	7-17
<i>THAT the minutes of the Board of Directors meeting held on August 23, 2017 be adopted.</i>	
b. Salmon Beach Committee Meeting – August 30, 2017	18-20
<i>THAT the minutes of the Salmon Beach Committee meeting held on August 30, 2017 be adopted.</i>	
5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
a. Dr. Paul Hasselback, Medical Health Officer, Central Vancouver Island, Vancouver Island Health Authority regarding 2015 Local Health Profile.	21-42
b. Penn Trasher, Director, Circles of Cedar, Debra Hamilton, Child and Youth Mental Health and Substance Abuse Collaborative, regarding the Child and Youth Mental Health and Substance Abuse Collaborative hosting several First Nations' culturally grounded workshops this fall information and invitation to attend.	
6. <u>CORRESPONDENCE FOR ACTION</u>	
a. INVITATION TO PARTICIPATE	43-44

Port Alberni Port Authority, August 21, 2017 requesting the Alberni-Clayoquot Regional District submit a mutually agreeable candidate to represent Other Port Related Business on the Port Advisory Nominating Committee.

(Board Direction Requested)

- b. **REQUEST FOR TAX EXEMPTION** **45**
Long Beach Recreation Co-op, August 28, 2017 requesting a tax exemption for Long Beach Recreation Co-op for the year 2018.

Possible Motion:

THAT the Alberni Clayoquot Regional District Board of Directors instruct staff to prepare a 2018 property tax exemption bylaw for the Long Beach Recreation Cooperative and the Alberni Valley Golf Club for consideration by the Board.

7. CORRESPONDENCE FOR INFORMATION

- a. **TOQUAHT NATION** **46-48**
Salmon Beach Sewage Field Updates
- b. **SHEILA MALCOLMSON, MEMBER OF PARLIAMENT – NANAIMO-LADYSMITH** **49-55**
Bill C-352 – Federal Legislation To Protect Our Coasts
- c. **BC HYDRO** **56**
Municipal Beautification Projects
- d. **ISLAND COASTAL ECONOMIC TRUST**
New Backcountry Shelter in Strathcona Park Highlights Park History **57-58**
Economic Development Cowichan Launches Project to Identify, **59-60**
Improve and Promote Industrial Lands to Attract New Business
- e. **OMBUDSPERSON** **61-62**
Quarterly Report April 1 – June 30, 2017
- f. **GREEN COMMUNITIES COMMITTEE** **63-65**
Congratulations to ACRD
- g. **CITY OF PORT ALBERNI** **66**
ACRD Request for Funding from the Community Forest Legacy Fund

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

8. REQUEST FOR DECISIONS & BYLAWS

- a. **REQUEST FOR DECISION** **67-101**
Finance Warrant No. 580

THAT the Board of Directors approve Finance Warrant Number 580 in the amount of \$1,148,649.96 dated August 31, 2017.

- b. **REQUEST FOR DECISION** **102-103**
Contract Award – Audit Services

THAT the Alberni-Clayoquot Regional District Board of Directors appoint KPMG LLP as the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District auditors and enter into an agreement to provide audit services for the period of 2017 to 2021.

- c. **REQUEST FOR DECISION** **104-108**
Application for Funding – Community Wildfire Protection Plan Update

THAT the Alberni-Clayoquot Regional District apply for funding in the amount of \$67,500.00 through the Strategic Wildfire Prevention Initiative, Community Wildfire Protection Plan Update Grant Program in order to update the Alberni-Clayoquot Regional District Community Wildfire Protection Plan for the Alberni Valley and Bamfield area.

- d. **REQUEST FOR DECISION** **109-118**
Cherry Creek Waterworks District – Community Works Fund
Contribution Agreement

THAT the Alberni-Clayoquot Regional District Board of Directors enter into the Contribution Agreement with the Cherry Creek Waterworks District to provide the organization with Community Works Funding for the replacement of aging water mainline pipe.

- e. **REQUEST FOR DECISION**
Update on the Alberni Valley Regional Airport
(to be distributed separately)

- f. **REQUEST FOR DECISION** **119**
Alberni Valley Regional Airport GPS Project – Service Agreement

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Services Agreement with Direct Approach Consulting for the Design and submission to Nav Canada, the development of GPS approaches at the Alberni Valley Regional Airport for the total budget of \$18,250.00.

THAT the Alberni-Clayoquot Regional District enter into a Service Agreement with Direct Approach Consulting for a 4-year ongoing maintenance component under the “Designated Sponsor” requirements of Nav Canada for \$5,500.00.

9. PLANNING MATTERS

9.1 ELECTORAL AREA DIRECTORS ONLY

- a. **DVE17009, BRUESSLER, 5957 SAUNDERS ROAD N (BEAVER CREEK)** **120-126**
Development Variance Permit Application – Report

THAT the Board of Directors consider issuing development variance permit DVE17009.

- b. **DVF17008, PEARSON, 5915 STRATHCONA STREET (CHERRY CREEK)** **127-136**
Development Variance Permit Application – Report

THAT the Board of Directors consider issuing development variance permit DVF17008.

- c. **RD17004, 1077514 BC LTD, DL 197, KATHERINE DRIVE (SPROAT LAKE)** **137-162**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaw P1348

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1348 be read a second time.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1348 be read a third time.

- d. **RD16004, GREAT CENTRAL HOLDINGS LTD (SPROAT LAKE)** **163-217**
Rezoning Application – Public Hearing Report, Public Hearing Minutes and Bylaws P1355, P1356 and P1357.

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

THAT Bylaw P1355, Regional District of Alberni-Clayoquot Official Community Plan Amendment Bylaw be read a second time.

THAT Bylaw P1355, Regional District of Alberni-Clayoquot Official Community Plan Amendment Bylaw be read a third time.

THAT Bylaw P1356, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a third time.

THAT Bylaw P1357, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

THAT Bylaw P1357, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

- e. **MISC17015, BLAKEY, LOT 8, KAREN PLACE (BEAVER CREEK)** **218-230**
 Discharge of Covenant FA43286 – Memorandum

THAT the Board of Directors direct staff to hold a public meeting to gather input on the discharge of Restrictive Covenant FA43286 to facilitate the subdivision of Lot 8, Plan VIP82844.

- f. **RT17008, SALMON BEACH (LONG BEACH)** **231-233**
 Zoning Text Amendment – Memorandum and Bylaw P1360

THAT the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1360 be read a first time.

THAT the public hearing for Bylaw P1360 be delegated to the Director for Electoral Area ‘C’ or the Chairperson of the Regional District.

THAT the Board of Directors confirm that adoption of Bylaw P1360 is subject to: Meeting technical referral agency requirements.

10. REPORTS

10.1 STAFF REPORTS

- a. Planning & Development Manager Report – September 2017 **234-235**
- b. Staff Action Items Report – September 7, 2017 **236-241**
- c. Meeting Schedule – October 2017 **242**

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

10.2 COMMITTEE REPORTS

- a. **2017 Advisory Planning Commission Appointment**
- i. *Long Beach*

THAT the following individual be appointed to the Long Beach Advisory Planning Commission from September 2017 to May 2019:

Ashley Hawks-Ireland

10.3 MEMBER REPORTS

- a. 9-1-1 Corporation – J. McNabb

- b. Vancouver Island Regional Library - L. Banton
- c. Central West Coast Forest Society – T. Bennett
- d. 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

THAT the Board of Directors receives the Member Reports.

10.4 OTHER REPORTS

11. UNFINISHED BUSINESS

12. LATE BUSINESS

- a. **Director Cote and the Community of Sproat Lake request the Alberni-Clayoquot Regional District forward a letter to Catalyst Paper requesting they manage the Sproat River Weir by removing the weir plates this fall.**

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to Catalyst Paper requesting they manage the Sproat River Weir by removing the weir plates this fall.

13. QUESTION PERIOD

14. ADJOURN

**Next Board of Directors Meeting: Wednesday, October 11, 2017, 1:30 pm
Regional District Board Room**



Alberni-Clayoquot Regional District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, AUGUST 23, 2017

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

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

REGRETS: Dianne St. Jacques, Mayor, District of Ucluelet

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Teri Fong, Manager of Finance
Wendy Thomson, Manager of Administrative Services
Alex Dyer, Planner

1. CALL TO ORDER

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

The Chairperson welcomed Mr. Douglas Holmes, the new Chief Administrative Officer for the Alberni-Clayoquot Regional District.

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

2. APPROVAL OF AGENDA

MOVED: Director McNabb

SECONDED: Director Kokura

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. Board of Directors Meeting – July 26, 2017

MOVED: Director Cootes

SECONDED: Director McCarthy

THAT the minutes of the Board of Directors meeting held on July 26, 2017 be adopted.

CARRIED

b. Special Board of Directors Meeting – August 1, 2017

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the minutes of the Special Board of Directors meeting held on August 1, 2017 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

a. Ken Sanders, President, Alberni Golf Club regarding 2018 Property Tax Exemption.

Director Bennett and Director Ruttan entered the meeting at 1:34 pm.

Mr. Sanders provided an update on activities of the Alberni Golf Club over the past year. He thanked the Regional District Board for supporting their annual tax exemption over the past 15 years and discussed the importance of the annual tax exemption to the economic viability of their organization.

b. Cathy Braiden regarding Development Variance DVD17004.

Ms. Braiden provided an overview of Development Variance Permit Application DVD17004 for 8467 Bothwell Road.

c. Madison Redman, Leadhand, Ross Johnson, Sproat Lake Marine Patrol, regarding Year End Presentation to the Board.

Ms. Redman and Mr. Johnson provided an overview of the Sproat Lake Marine Patrol program and services for 2017.

MOVED: Director Bennett
SECONDED: Director Kokura

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to BC Parks concerning the poor condition of the boat ramp at Sproat Lake Provincial Park and request they repair the dock.

CARRIED

6. CORRESPONDENCE FOR ACTION

- a. Correspondence dated August 4, 2017 from BC Hydro regarding information to request a meeting with a BC Hydro Senior Manager during the UBCM Convention regarding any local issues.**

MOVED: Director McLeman
SECONDED: Director Cootes

THAT a meeting be requested with the BC Hydro Senior Manager during the 2017 UBCM Convention to discuss Huu-ay-aht First Nation capacity of the lines for independent power projects and energy purchase agreements.

CARRIED

- b. Correspondence dated August 2, 2017 from the Department of Fisheries and Oceans regarding a request for a representative and alternate to represent the five Regional Districts adjacent to the AOI in a Pre-Designation Offshore Pacific Advisory Committee.**

Director Banton entered the meeting at 2:11 pm.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the ACRD Board of Directors instruct staff to contact the four Regional Districts requesting a conference call next week to discuss each of their positions with respect to appointing one member from all five Regional Districts to the Department of Fisheries and Oceans Canada Offshore Pacific Advisory Committee.

CARRIED

MOVED: Director McLeman
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District to arrange a conference call with the Department of Fisheries and Oceans Canada to discuss the position of the five

Regional Districts with respect to appointing one member to the Offshore Pacific Advisory Committee.

CARRIED

7. CORRESPONDENCE FOR INFORMATION

- a. **ALBERNI CLAYOQUOT HEALTH NETWORK**
Update on Alberni Clayoquot Working Together to Reduce Poverty Protocol Agreement
- b. **ALBERNI VALLEY REGATTA ASSOCIATION**
Thank you for On-going Support of the Alberni Valley Regatta
- c. **UNION OF BRITISH COLUMBIA MUNICIPALITIES**
Gas Tax Agreement Community Works Fund Payment
- d. **DISTRICT OF SQUAMISH**
Support for Resolutions for Consideration at UBCM

MOVED: Director Kokura

SECONDED: Director McLeman

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

CARRIED

8. REQUEST FOR DECISIONS & BYLAWS

- a. **Request for Decision regarding Finance Warrant No. 579.**

MOVED: Director Kokura

SECONDED: Director Ruttan

THAT the Board of Directors approve Finance Warrant Number 579 in the amount of \$648,420.16 dated July 31, 2017.

CARRIED

- b. **Request for Decision regarding Friends of Rails to Trails – E&N Island Corridor.**

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors receive the correspondence from the McLean Mill Society, Alberni Valley Museum & Heritage Commission and Alberni Valley Chamber of Commerce and advise the Friends of Rails to Trails' that the ACRD Board of Directors does not support their proposal at this time to convert rails to trails.

CARRIED

c. Request for Decision regarding nominations for appointment to the BC Ferry Authority Board of Directors.

MOVED: Director McNabb

SECONDED: Director McLeman

- a. Identify a qualified individual or individuals from the Alberni-Clayoquot region for consideration of nomination to the BC Ferry Authority Board of Directors, and;*
- b. At the September 13, 2017 regular ACRD Board of Directors meeting, review and nominate an individual from the Alberni-Clayoquot region to the BC Ferry Authority Board of Directors.*

CARRIED

d. Request for Decision regarding Lease Lot Request – Lot 12 – Alberni Valley Regional Airport.

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a lease agreement for Lot 12 at the Alberni Valley Regional Airport, with Northern Lights Aviation Ltd. for a term of three (3) years commencing September 1, 2017 and ending August 31st, 2020 with an annual rent of \$1425.00 plus GST and CPI increases.

CARRIED

e. Request for Decision regarding Asset Management Implementation Coordinator.

MOVED: Director Kokura

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors instruct staff to go out to tender for asset management services.

DEFEATED

MOVED: Director Banton

SECONDED: Director Wyton

THAT the Alberni-Clayoquot Regional District Board of Directors approve the creation of an Asset Management Implementation Coordinator for a 12 month term and direct staff to proceed with the hiring process.

CARRIED

f. Request for Decision regarding Tseshaht First Nation/Alberni-Clayoquot Working Group Protocol Agreement.

MOVED: Director Cote
SECONDED: Director Osborne

THAT the Board of Directors enter into a Tseshaht First Nation/Alberni-Clayoquot Regional District Working Group Protocol agreement.

CARRIED

g. Request for Decision regarding West Coast Multiplex – Boundary Extension Bylaw.

MOVED: Director Bennett
SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District Board of Directors give first reading to Bylaw E1056-1, West Coast Multiplex Service Area Amendment, 2017.

CARRIED

MOVED: Director Johnsen
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors give second reading to Bylaw E1056-1, West Coast Multiplex Service Area Amendment, 2017.

CARRIED

MOVED: Director Johnsen
SECONDED: Director Bennett

THAT the Alberni-Clayoquot Regional District Board of Directors give third reading to Bylaw E1056-1, West Coast Multiplex Service Area Amendment, 2017.

CARRIED

9. PLANNING MATTERS

a. DVA17007, BRADLEY & MELIS, LOT 1 MICHELSENS LANE (BAMFIELD)

Development Variance Permit Application – Memorandum and Permit

MOVED: Director Wyton
SECONDED: Director Cote

THAT the Board of Directors issue development variance permit DVA17007.

CARRIED

b. DVD17004, JAMES AND CATHERINE BRAIDEN (SPROAT LAKE)
Development Variance Permit Application – Report

MOVED: Director Kokura
SECONDED: Director McNabb

THAT this application be deferred to the next Board of Directors meeting.

CARRIED

c. RD16004, GREAT CENTRAL HOLDINGS LTD (SPROAT LAKE)
Rezoning Application – Memorandum and Bylaw P1356

MOVED: Director Cote
SECONDED: Director Bennett

*THAT the Board of Directors amend Bylaw P1356, Section 2. a. 161.4.1(2) to read
“Lodge, motel and motor hotel, having a combined floor area of not more than
6,000 square metres”.*

CARRIED

MOVED: Director Cote
SECONDED: Director Bennett

*THAT Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw No.
P1356 be read a second time as amended.*

CARRIED

d. RF17005, KAUR, 6106 COTTAM ROAD (CHERRY CREEK)
Rezoning Application – Public Hearing Report, Public Hearing Minutes and
Bylaw P1349

MOVED: Director Banton
SECONDED: Director Bennett

THAT the Board of Directors receive the public hearing report.

CARRIED

MOVED: Director Banton
SECONDED: Director Cote

THAT the Board of Directors receive the public hearing minutes.

CARRIED

MOVED: Director Banton
SECONDED: Director Bennett

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

CARRIED

MOVED: Director Banton
SECONDED: Director Cote

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

CARRIED

e. AGRICULTURE PLAN IMPLEMENTATION – ARMYWORM RESPONSE
Request for Decision

MOVED: Director McNabb
SECONDED: Director Cote

THAT the Board of Directors authorize additional funding through Regional Planning consultant costs, not to exceed \$3,000.00, to address the armyworm outbreak in the ACRD.

CARRIED

f. AGRICULTURE SUPPORT WORKERS’ MONTHLY REPORT
June/July 2017

MOVED: Director Bennett
SECONDED: Director Ruttan

THAT the Board of Directors receive the report.

CARRIED

10. REPORTS

10.1 STAFF REPORTS

- a. Administration Department Monthly Staff Report – August 16, 2017**
- b. Planning and Development Report – August 17, 2017**
- c. Environmental Services Manager Report – August 23, 2017**
- d. Staff Action Items Report- August 17, 2017**
- e. Meeting Schedule – September 2017**
- f. Financial Statement – July 2017**

MOVED: Director Bennett
SECONDED: Director Banton

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

CARRIED

The Chair left the meeting at 3:41 pm

The Vice-Chair assumed the Chair at 3:41 pm

10.2 COMMITTEE REPORTS

10.3 MEMBER REPORTS

- a. **9-1-1 Corporation – J. McNabb – No Report**
- b. **Vancouver Island Regional Library - L. Banton – No Report**
- c. **Central West Coast Forest Society – T. Bennett – No Report**
- d. **Alberni Valley Chamber of Commerce – J. McLeman – No Report**
- e. **Coastal Communities Network – T. Bennett/D. St. Jacques – No Report**
- f. **West Island Woodlands Advisory Group – M. Kokura – No Report**
- g. **Island Coastal Economic Trust –J. Jack – No Report**
- h. **Air Quality Council, Port Alberni – K. Wyton – No Report**
- i. **West Coast Aquatic Board – T. Bennett/K. Wyton**

Director Bennett provided a brief update on activities of the Board.

- j. **Association of Vancouver Island & Coastal Communities – P. Cote – No Report**
- k. **Beaver Creek Water Advisory Committee – J. McNabb – No Reports**
- l. **Other Reports**

The Chairperson re-entered the meeting at 3:44 pm and re-assumed the Chair.

MOVED: Director McNabb
SECONDED: Director McLeman

THAT the Board of Directors receive the Member Reports.

CARRIED

10.4 OTHER REPORTS

- a. **BC Transit 2016/17 Annual Performance Summary**

b. North Island 9-1-1 Corporation Finance Statements – Year Ended December 31, 2016

MOVED: Director McNabb

SECONDED: Director McLeman

THAT reports a-b be received for information.

CARRIED

Director Osborne reported that with the assistance of Gord Johns, MP a meeting was arranged with the Prime Minister and local government officials during his recent trip to the west coast. Two important issues were discussed from Tofino's perspective: reconciliation and affordable housing. Director St. Jacques reported Ucluelet discussed regional water and improved water supply. Director Ruttan reported the City of Port Alberni talked about the trans-shipment hub, ship building and a wildfire training centre of excellence. The Chairperson reported that the Nuuchah-Nulth Tribal Council Chiefs met with the Prime Minister and talked about protocol, child and family services, language and culture, education and training strategies.

MOVED: Chairperson Jack

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors forward a letter to the Prime Minister of Canada thanking him for taking the time to meet with local government and First Nations officials during his recent trip to the west coast AND FURTHER a letter be forwarded to Gord Johns, MP thanking him for assisting in arranging the meetings with the Prime Minister.

CARRIED

11. UNFINISHED BUSINESS

12. LATE BUSINESS

13. QUESTION PERIOD

14. RECESS

MOVED: Director Cote

SECONDED: Director Cootes

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

CARRIED

The meeting was recessed at 4:03 pm.

15. RECOVENE

The meeting was reconvened at 4:08 pm

16. IN-CAMERA

MOVED: Director Bennett

SECONDED: Director Kokura

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

- i. 90 (1) (e) of the Community Charter: The acquisition, disposition or expropriation of land or improvements, if the Regional District considers that disclosure could reasonably be expected to harm the interest of the Regional District;*
- ii. 90 (1) (k) of the Community Charter: Negotiations and related discussions respecting the proposed provision of a Regional District service that are their preliminary stages and that, in the view of the Regional District could reasonably be expected to harm the interests of the Regional District if they were held in public;*

CARRIED

The meeting was closed to the public at 4:09 pm.

The meeting was re-opened to the public at 5:22 pm.

17. RECOMMENDATIONS TO THE BOARD FROM IN-CAMERA

18. ADJOURN

MOVED: Director Kokura

SECONDED: Director Bennett

THAT this meeting be adjourned at 5:22 pm.

CARRIED

Certified Correct:

John Jack,
Chairperson

Wendy Thomson,
Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE SALMON BEACH COMMITTEE MEETING

HELD ON WEDNESDAY, AUGUST 30TH, 2017, 10:30 AM

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

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

PRESENT: Mary Ellen Peet

Kel Roberts

Ken Lunde

Jill Maibach

Terry Graff

STAFF PRESENT: Douglas Holmes, Chief Administrative Officer
Andrew McGifford, Manager of Environmental Services
Janice Hill, Environmental Services Coordinator

1. **CALL TO ORDER**

Director Bennett called the meeting to order at 10:32 am.

Director Bennett reported that Ken Lunde was appointed Chair at the last Salmon Beach Community meeting, which was confirmed by the Committee. Director Bennett turned the meeting over to Ken Lunde to Chair.

2. **APPROVAL OF AGENDA**

MOVED: Director Peet

SECONDED: Director Lunde

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

CARRIED

3. **ADOPTION OF MINUTES**

a. **Salmon Beach Committee Meeting – May 4, 2017**

MOVED: Director Roberts

SECONDED: Director Peet

THAT the minutes of the Salmon Beach Committee meeting held on May 4th, 2017 be received.

CARRIED

4. CORRESPONDENCE FOR INFORMATION

a. TOQUAHT NATION

Re: License of Occupation – Salmon Beach Sewage Field – Alternative Uses on Site

MOVED: Director Bennett

SECONDED: Director Peet

THAT the Salmon Beach Committee receive the letter and request staff to provide an estimated budget for wood/brush debris to be collected in containers and transported to the West Coast Landfill.

CARRIED

5. REQUEST FOR DECISIONS & BYLAWS

a. REQUEST FOR DECISION

Re: Salmon Beach – Administration Building Demolition

MOVED: Director Lunde

SECONDED: Director Roberts

THAT the Salmon Beach Committee support rejecting all quotes received for the demolition of the Salmon Beach Administration Building and request staff review the required works and provided funding estimates in the 2018 budget process to complete the project.

CARRIED

b. REQUEST FOR DECISION

Re: Salmon Beach – Maintenance Contractor Contract RFP

MOVED: Director Roberts

SECONDED: Director Peet

THAT the Salmon Beach Committee review the support staff in advertising a request for proposals for the maintenance contract at Salmon Beach for a three year term.

CARRIED

c. REQUEST FOR DECISION

Re: Salmon Beach – Sanitary Sewer Study Proposal

MOVED: Director Lunde

SECONDED: Director Maibach

THAT the Salmon Beach Committee defer the Salmon Beach sanitary sewer study proposed by CASCARA Consulting Engineers Limited.

CARRIED

MOVED: Director Maibach

SECONDED: Director Peet

THAT the Salmon Beach Committee request staff to obtain an estimate from CASCARA Consulting Engineers Ltd. on the cost of updating the existing septic field.

CARRIED

6. REPORTS

a. MEMORANDUM

West Coast Assistant - July & August 2017 Activity Report

b. MEMORANDUM

Salmon Beach Committee – Discussion Topic as Requested

c. DISCUSSION

Air B&B properties at Salmon Beach.

MOVED: Director Lunde

SECONDED: Director Peet

THAT the Salmon Beach Committee receive reports a-c.

7. ADJOURN

MOVED: Director Peet


SECONDED: Director Maibach

THAT this meeting be adjourned 1:05 pm.

CARRIED

Certified Correct:

Ken Lunde,
Chairperson



Douglas Holmes,
Chief Administrative Officer

ALBERNI

Local Health Area Profile 2015



Alberni Local Health Area is one of 14 LHAs in Island Health and is located in Island Health's Central Island Health Service Delivery Area (HSDA). Alberni is at the northwest corner of the Central HSDA. It covers 6,904 square kilometers, and the communities of Port Alberni, Tofino and Ucluelet. It borders on six other LHAs: Vancouver Island West, Campbell River, Courtenay, Qualicum, Nanaimo, and Lake Cowichan. Alberni is situated along Highway 4. Port Alberni is approximately one hour from Nanaimo; Tofino is approximately three and a half hours from Nanaimo. There are more than 5 bus routes in the city of Port Alberni, as well as a handyDART service. There is also a daily bus service between Tofino, Ucluelet, Port Alberni and the major Island hubs.



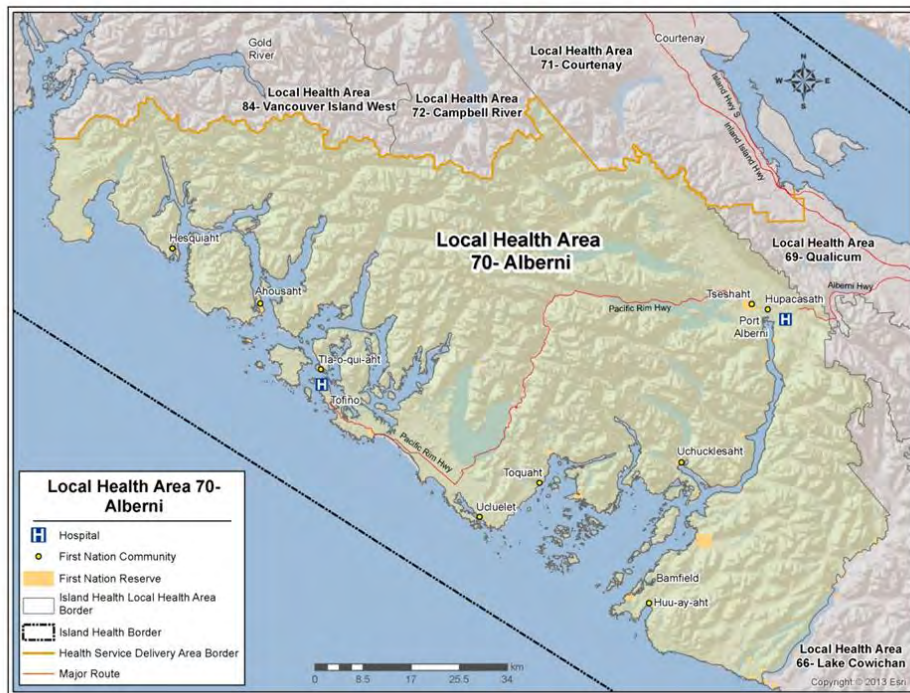
An accompanying Interpretation Guide has been created to assist with the interpretation of indicators.

The Interpretation Guide should be read with the profiles.

These profiles are not intended to be used for detailed planning or analysis. As they are updated on an annual basis, there may be more current data available. If you are intending to use these profiles for health planning purposes, or if you have questions or notice a discrepancy, please contact: [Melanie Rusch \(Melanie.Rusch@viha.ca\)](mailto:Melanie.Rusch@viha.ca)



Population and Demographics

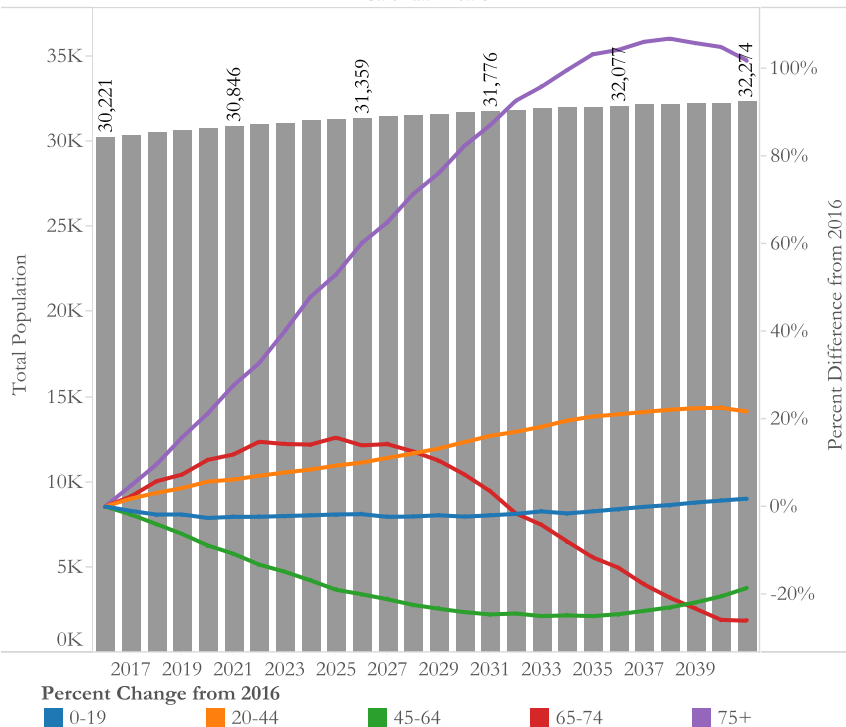


As of 2016 the Alberni LHA represented 3.9% (30,221 people) of Island Health’s total population of 775,500. According to 2011 Census, 16.9% of people living in Alberni identified themselves as Aboriginal compared to 6.6% in Island Health and 5.4% in BC.

On average, the population of Alberni LHA is younger than that of Island Health and older than that of BC with an average age of 43.8 years. The 65+ population makes up around 22% of the population which is higher than Island Health (23%) and BC (17%).

The Alberni LHA population is expected to increase by 3.8% over the next 10 years; this is lower than the growth expected for Island Health (10.6%) and BC (12.6%). Over the next 10 years, the most growth is expected in the 65-74 age group and the 75+ age group, while the 0-19 age group and the 45-64 age group is expected to decline. Over the next 20 years, the 75+ population of Alberni is expected to double. See Population and Demographics summary on page 10 for more information.

Estimated Total Population
Calendar Years



Percent of LHA population by Age Groups

Age Groups	2016	2026	2036	2041
0-19	20.9%	19.8%	19.6%	19.9%
20-44	27.9%	29.6%	31.8%	31.8%
45-64	29.3%	22.6%	20.8%	22.3%
65-74	12.9%	14.1%	10.4%	8.9%
75+	9.0%	13.9%	17.4%	17.1%

Average Age (PEOPLE - 2016)

BC	Island Health	Alberni
42.0	44.9	43.8



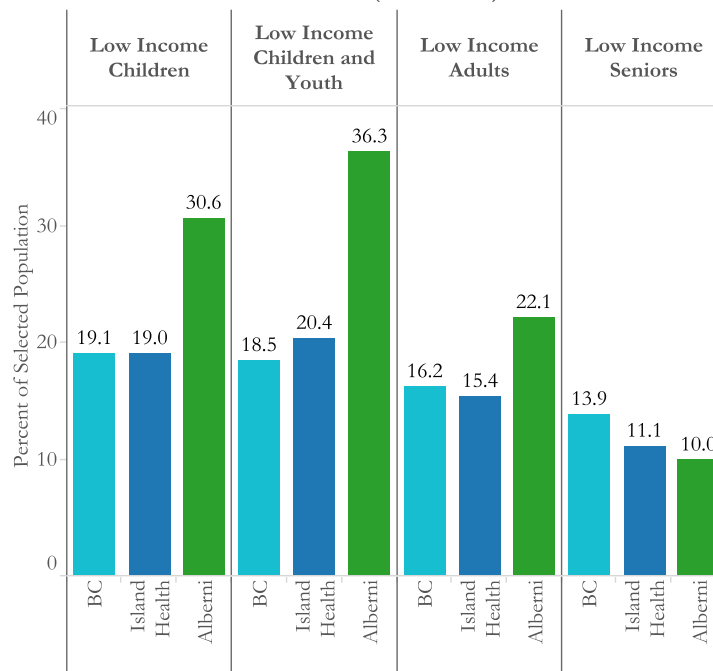
Social Determinants of Health

Access to adequate income, affordable housing, healthy food, education, early childhood development, healthy work environments and recreational opportunities influence our health and wellbeing. Health inequities – or avoidable inequalities – are directly linked to these social determinants of health. People who are less well-off have poorer health and shorter life expectancies than those who are well-off. By working upstream to improve the conditions in which all people live, work and play, we can decrease these gaps and improve the health and wellbeing of our population.

Income and Employment

Both the median household income and lone-parent family income in the Alberni LHA are lower than Island Health and BC. In addition, there is a higher proportion of low income persons among children and youth, and among adults as compared to Island health and BC; however, the proportion of low income seniors is lower. Compared to Island Health and BC, unemployment rates in Alberni are higher, and a higher percentage of the population is receiving income assistance or employment insurance.

Percent of Population with Low Income in 2010 based on after-tax low-income measure (2011 Census)



Education

Compared to Island Health and BC, a lower proportion of Alberni adult population have completed post-secondary education; however, high school graduation rates have been increasing steadily over the past five years and are similar to Island Health.

Social Support

Social support networks and connected communities contribute to individual and population health. While specific measures of social supports are not available, measures such as lone parent families and seniors living alone may highlight regions where the available community supports and connectedness of particular populations should be considered. In Alberni, there is a higher percentage of lone parent families and a similar percentage of seniors living alone compared to Island Health and BC.

See Social Determinants of Health summary on page 11 for more information on the above topics.

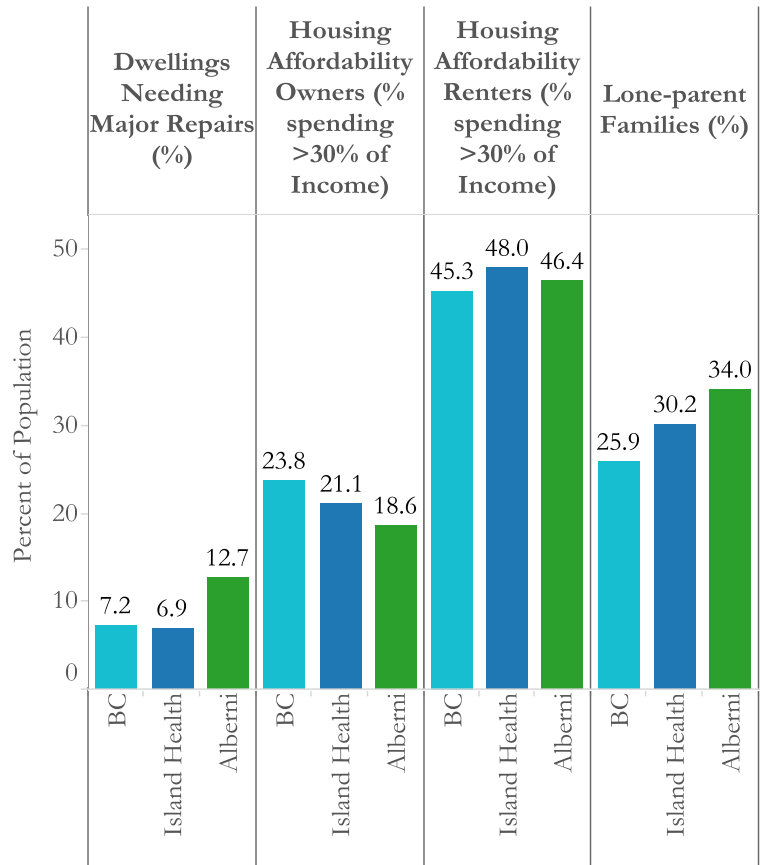


Social Determinants of Health

Housing and Transportation

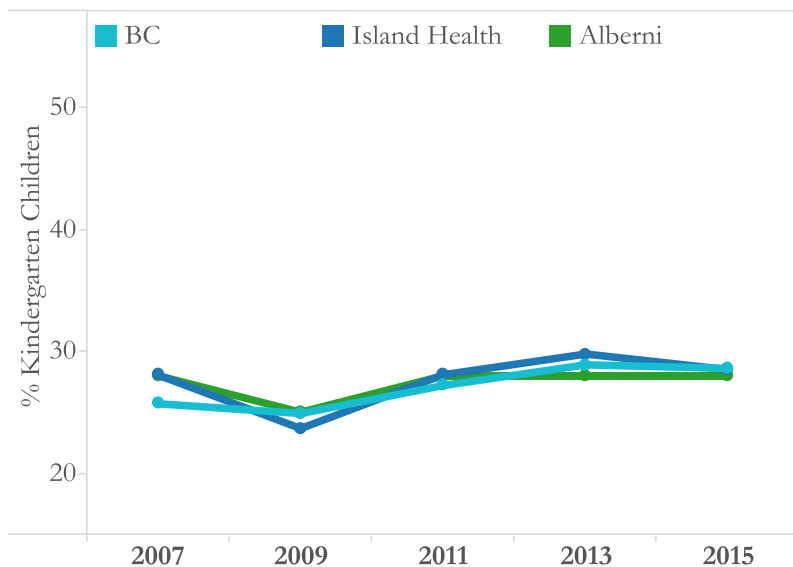
One way to measure affordability of housing is to look at how much of a household's income is spent on shelter. For the Alberni LHA, a lower percent of home owners spend more than 30% of their income on shelter compared to Island Health and BC, while a similar percent of renters spend more than 30% of their income on shelter. There is a higher percentage of crowded households in Alberni and a higher percentage of households in need of major repairs. Among those who are employed, the average time to work is 11 minutes, compared to 16 for Island Health and 20 for BC. A similar percentage of population in Alberni reports using active modes of transportation (walking, cycling, public transit) to get to work. See Social Determinants of Health summary on page 11 for more information.

Selected Household Indicators



Early Childhood Development (EDI)

Percent of preschool children vulnerable on one or more domains



Child and Youth Health

Creating supportive and healthy environments in an equitable way so that all children and youth can grow and thrive is critical to the health of the population. This includes supporting mothers during the pre- and post-natal period, supporting families during early development years and supporting children and youth to grow, learn and transition into adulthood.

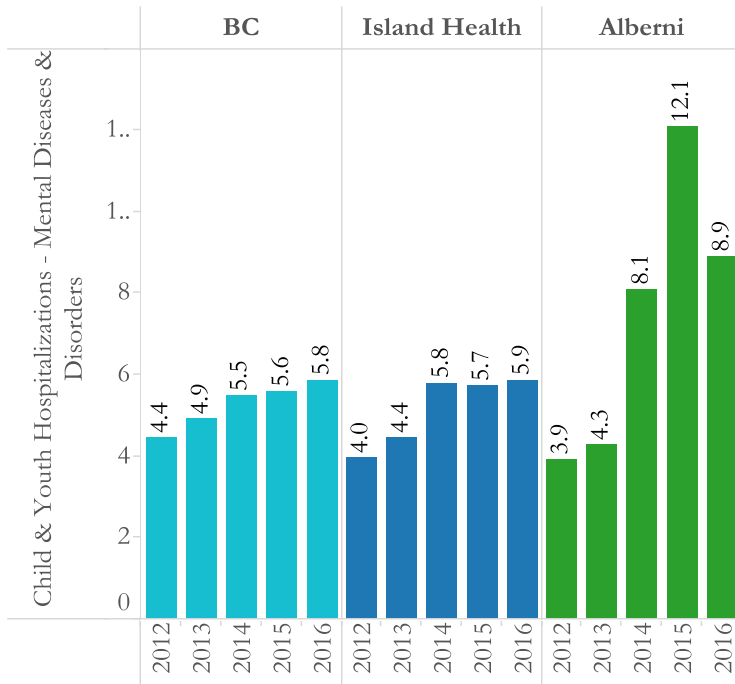
The Early Development Instrument is used to measure vulnerability in kindergarten children across five domains (social, physical, emotional, language, and communication). The Alberni LHA had similar levels of vulnerability on one or more domains as compared to Island Health and BC; however, levels were higher on the physical, language and communication domains and lower on the social domain. See Social Determinants of Health summary on page 12 for more information.



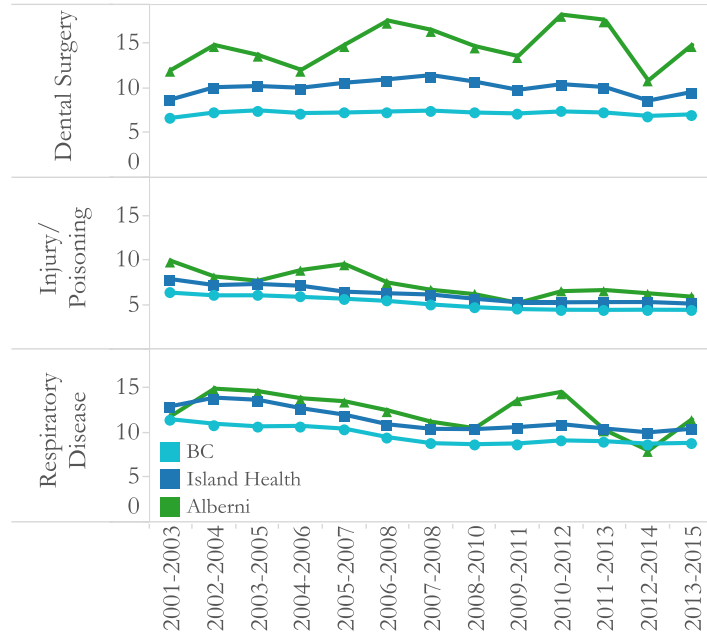
Social Determinants of Health

Child hospitalization rates for dental surgery were higher in Alberni, while hospitalization rates for respiratory disease and injury/poisoning were similar to Island Health. Alberni had a higher rate of mental health related hospitalizations for children and youth (ages 0 to 24) compared to Island Health and BC.

Mental Health Disease and Disorder Hospitalizations per 1,000 Children & Youth aged 0 to 24 years



Child Hospitalizations per 1,000 Children aged 0 to 14 years

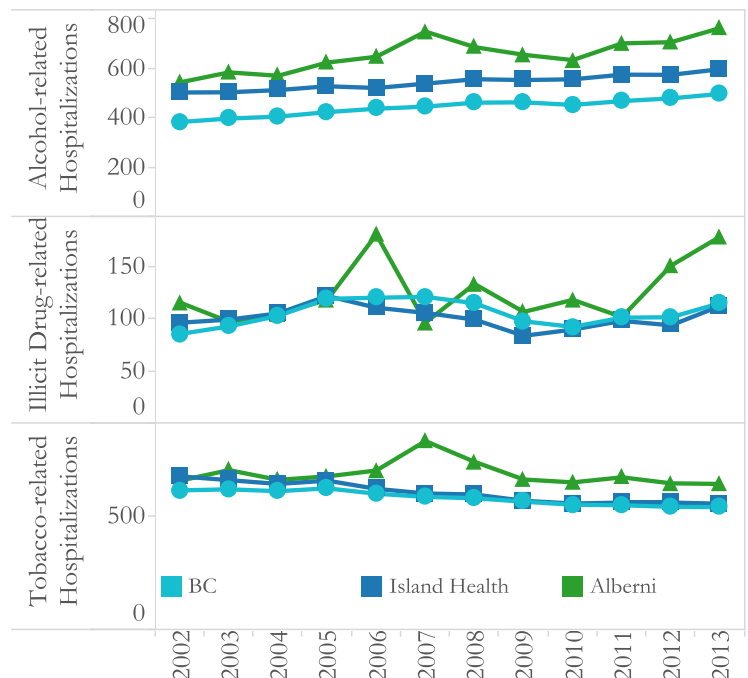


Crime and Substance Use

Island Health overall has lower crime rates (serious crime, motor vehicle theft and non-cannabis drug offences) as compared to BC; however, the Alberni LHA has the highest serious crime rates among all the Island Health LHAs. Alcohol consumption per capita is higher than the Island Health and BC average, as are the rates of alcohol- and tobacco-related hospitalizations. Similar to Island Health and BC, alcohol-related hospitalizations have shown an increasing trend over the past decade. Illicit drug-related hospitalizations have also been increasing in Alberni in recent years.

See Social Determinants of Health summary on page 12 for more information on the above topics.

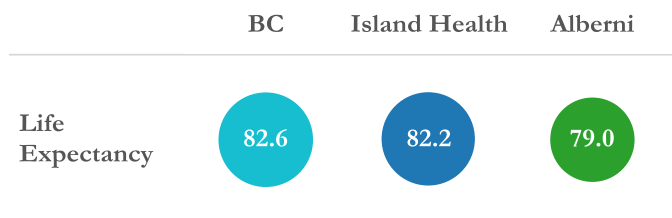
Tobacco, Alcohol and Illicit Drug Use Hospitalization Age Standardized Rate per 100,000



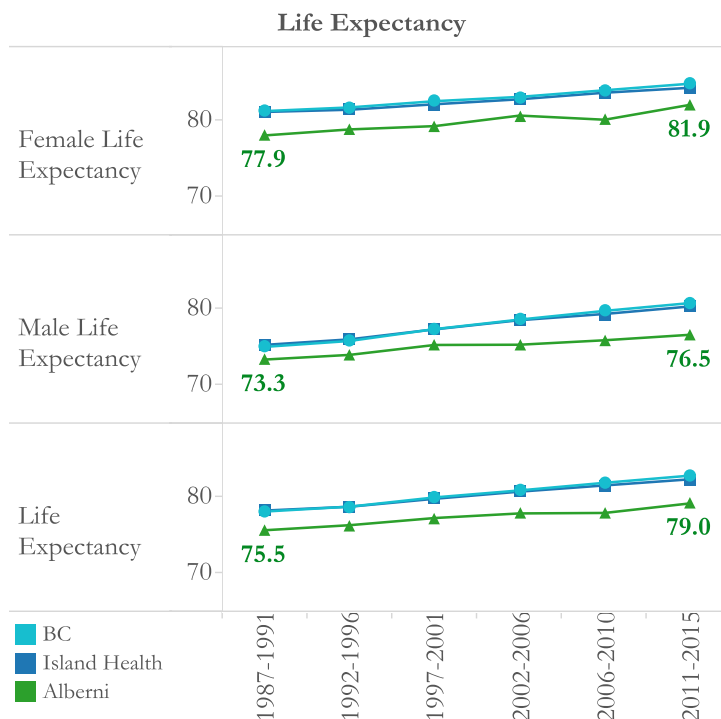


Health Status

The health status of the population includes measures such as life expectancy, infant mortality, prevalence of chronic disease, mortality and pre-mature mortality.



Over the past 30 years, life expectancy in Alberni has continued to rise but has been consistently lower than Island Health and BC. In 2011-2015, Alberni residents had a life expectancy of 79 years, around 3 years lower than Island Health overall.



At 10.1 per 100,000, the birth rate for the Alberni LHA is higher than Island Health (8.4) and BC (9.6). There are proportionately more births to younger mothers (under 20 years old) and less births to older mothers (35 years and over). While the rate of low birth weight babies is similar to Island Health, the rate of pre-term births (those born at less than 37 weeks) and infant mortality is higher. See Health Status summary on page 13 for more information on these topics.

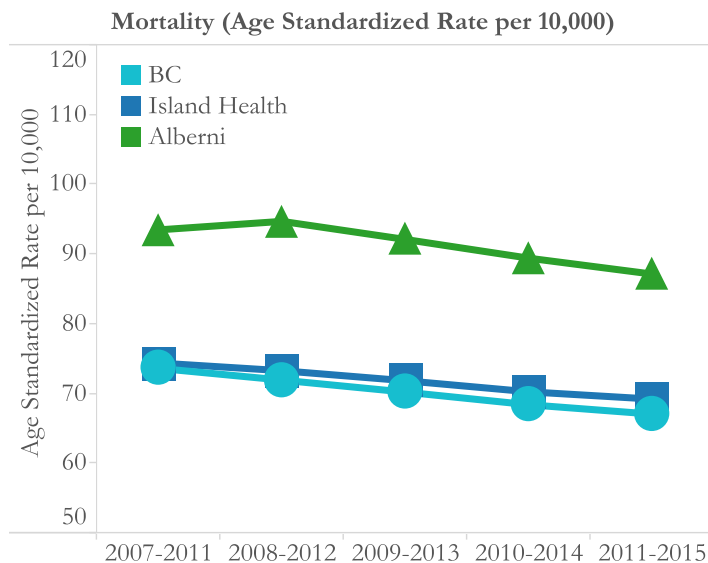
Birth Statistics, 2011-2015
Per 1,000 Live Births

	BC	Island Health	Alberni
Infant Mortality	3.7	3.7	5.2
Mothers under 20 years	22.2	32.4	96.0
Low Birth Weight	57.6	52.5	51.5
Pre-term Births	75.3	77.3	99.2
Cesarean Sections	320.6	280.5	275.1
Mothers 35 years and over	241.1	212.2	129.5



Health Status

The all-cause age-standardized mortality rate for the Alberni LHA is significantly higher than Island Health and BC rates. Compared to BC, there is also a higher than expected number of deaths for many causes including cancer, diabetes, circulatory system diseases, chronic lung disease and motor vehicle accidents. There is a lower than expected number of deaths due to pneumonia and influenza, although the numbers are small and the difference is not significant. See Health Status summary on page 14 for mortality rates; a complete list of Standardized Mortality Ratios by cause can be found on page 15.



Chronic disease prevalence rates for heart failure, chronic kidney disease, diabetes, chronic obstructive pulmonary disease, and osteoarthritis are higher for the Alberni LHA in comparison to Island Health and BC. All rates shown below are age-standardized for comparability across regions. See Health Status summary on page 13 for more information.

Chronic Disease Prevalence Rates (2014/15)
Per 1,000 Individuals

	BC	Island Health	Alberni
Heart Failure	14.1	12.6	16.7
Chronic Kidney Disease	16.9	16.5	18.5
Alzheimer's Disease and Other Dementia	18.0	19.1	20.0
Ischemic Heart Disease	53.8	47.3	49.3
Diabetes	61.5	54.1	69.9
Chronic Obstructive Pulmonary Disease	62.1	61.2	70.1
Osteoarthritis	64.0	68.6	79.0
Asthma	120.7	129.7	136.1
Hypertension	182.6	173.7	189.2
Depression	218.5	246.2	259.3
Mood & Anxiety Disorders	267.0	302.4	300.7



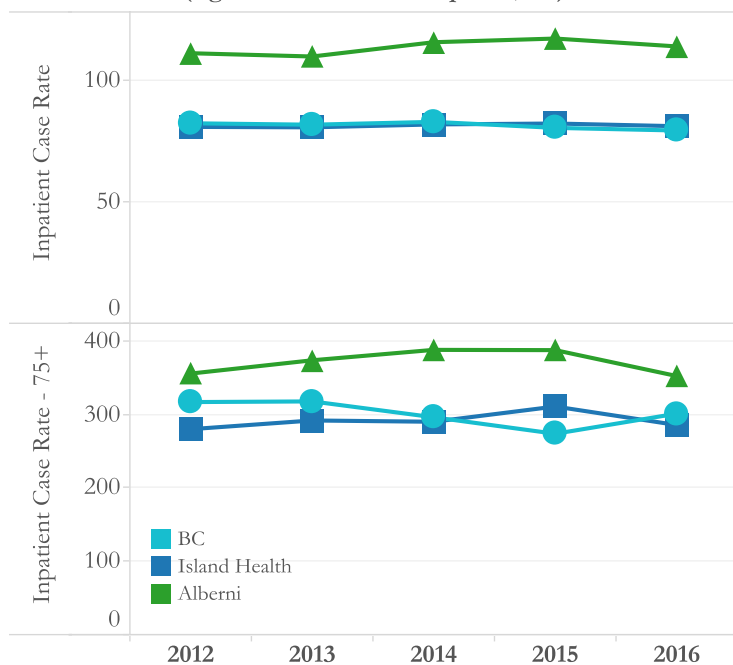
Health Service Use

The hospitalization rate (inpatient admissions) for the Alberni LHA population is higher than Island Health and BC, both overall and for the population aged 75 and over. By service area, Alberni has higher rates of acute care admissions for all four service areas, although the difference is most pronounced for medical services.

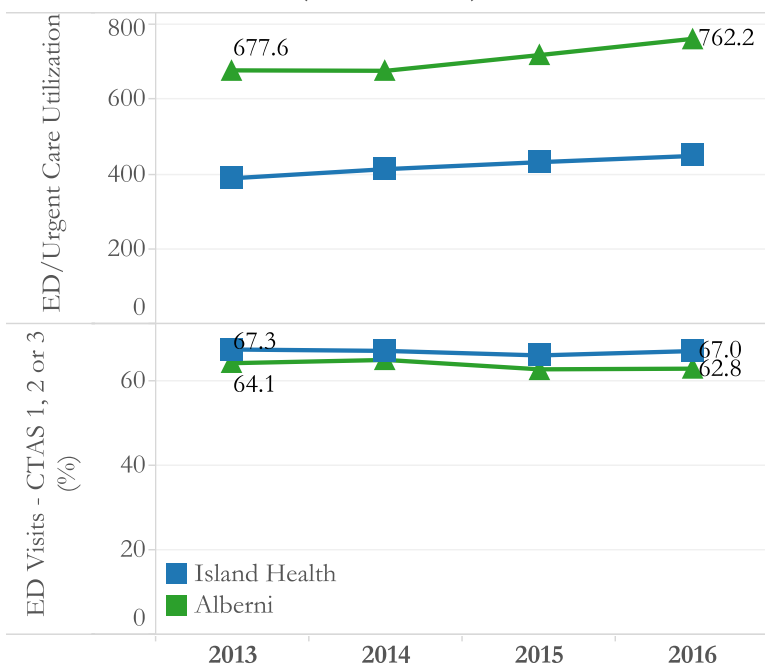
Hospital admission rates for Ambulatory Care Sensitive Conditions (ASCS) - conditions that can be treated in the community if services are available and wouldn't necessarily require hospitalization – are higher in Alberni for the general population, but are similar for the population aged 75 years and over.

Similar to hospitalization rates, emergency/urgent care visit rates, both overall and for those 75 years and over, are higher in Alberni as compared to Island Health. See Health Service Utilization summary on page 16 for more information on these topics.

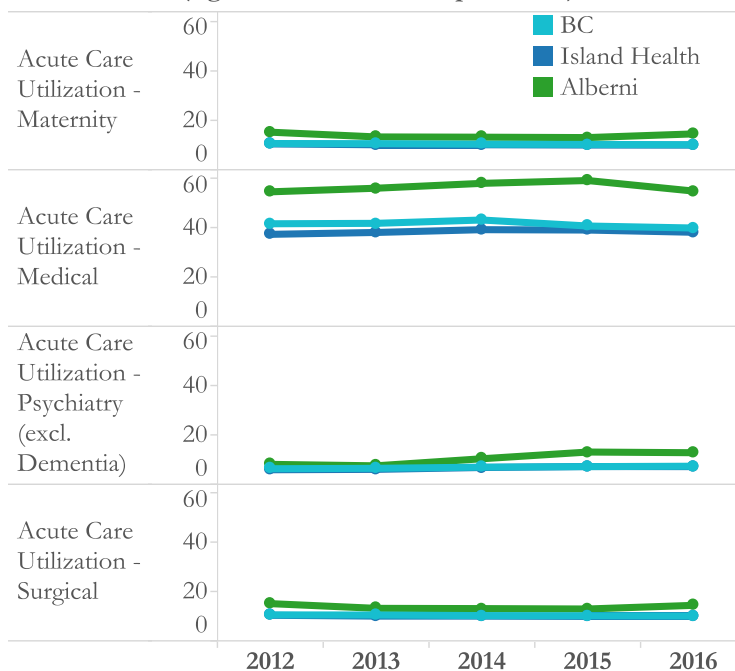
Acute Care Inpatient Cases
(Age Standardized Rate per 10,000)



Unscheduled Emergency and Urgent Care Centre Visits
Rate per 1,000 Population and Percent of Higher Urgency
(CTAS 1, 2 or 3)



Acute Care Inpatient Cases by Service
(Age Standardized Rate per 10,000)



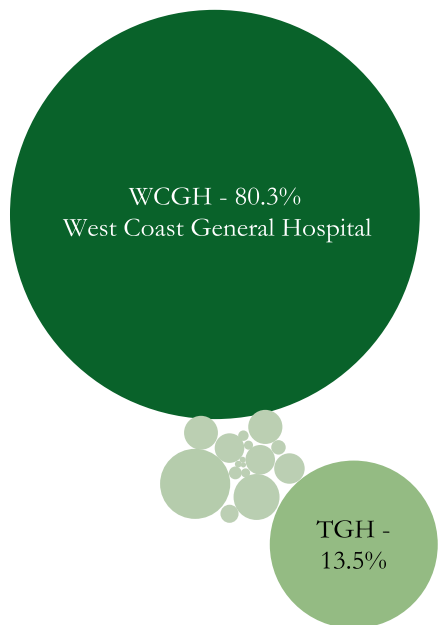


Health Service Use

The majority of hospital visits for both emergency/urgent care and acute care visits made by the Alberni LHA population are to the West Coast General Hospital; for emergent/urgent care, this is followed by Tofino General Hospital while for acute care visits, this is followed by Nanaimo Regional General Hospital.

Service Use By Facility - 2015/16

Emergency and Urgent Care

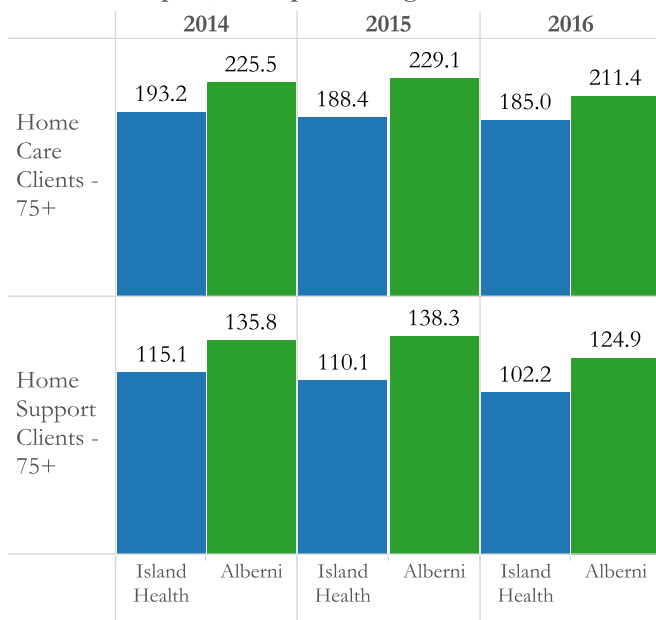


Acute Inpatient Care

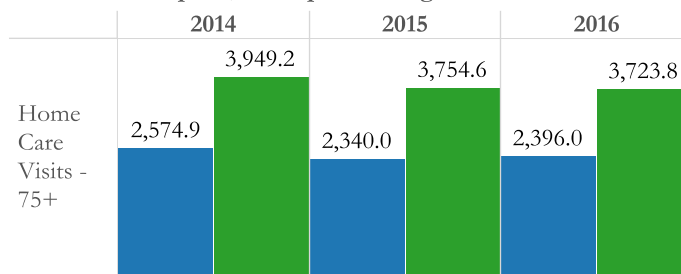


There is a higher number of home care and home support clients per 1,000 people – both overall and for the population aged 75 and over – for the Alberni LHA compared to Island Health. The number of home care visits per 1,000 people is similarly higher both overall and for the population aged 75 and over; the number of home support hours per 1,000 people is higher for the population aged 75 and over, but is similar to Island Health for the general population. See Health Service Utilization summary on page 16 for more information on these topics.

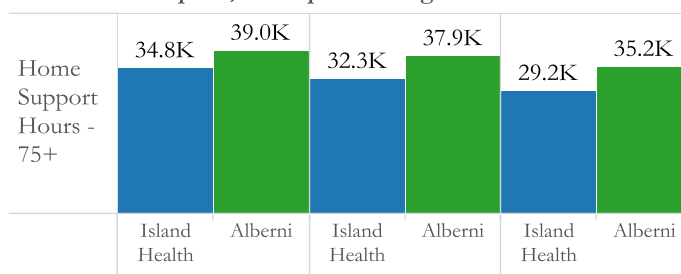
Home Care and Home Support Clients
Rate per 1,000 Population Age 75 and Over



Home Care Visits
Rate per 1,000 Population Age 75 and Over



Home Support Hours
Rate per 1,000 Population Age 75 and Over

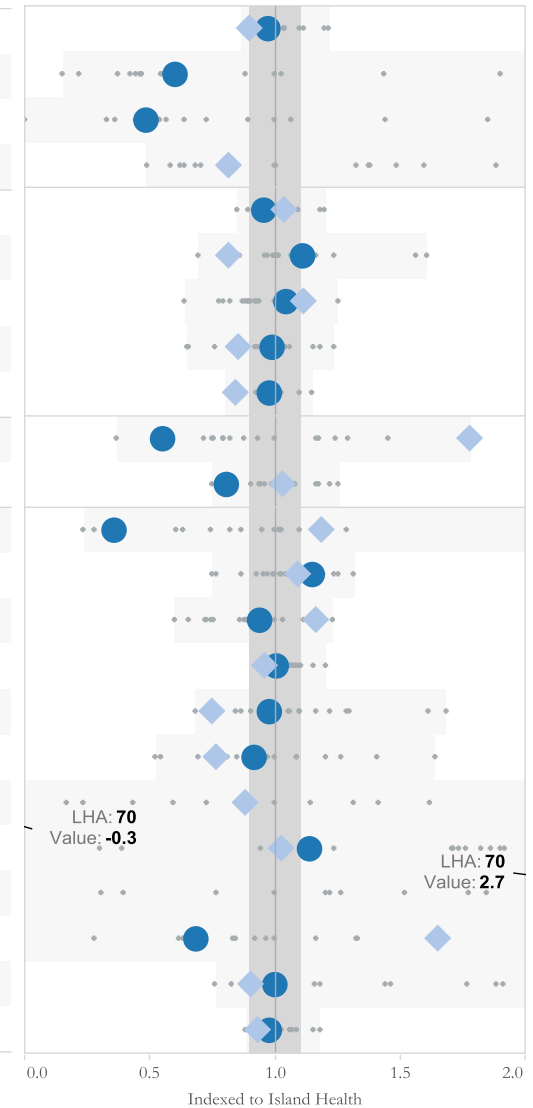


● LHA ● LHA Better than Island Health ● LHA Worse than Island Health ◆ BC Rate, when available □ Range ● Other LHAs ■ Island Health Value with ±10%

The chart below shows how various indicators for this LHA compare with the rest of Island Health. This LHA's result for each indicator is shown with a large circle. Green identifies results better than Island Health; red identifies results worse than Island Health. Island Health's value is shown by the black dotted line, which is always at the centre of the chart. Light gray shading encompassing small grey circles indicates the range of other LHA values and the dark gray shading shows $\pm 10\%$ from the Island Health value.

Population and Demographics Summary

Sub-group Description	Indicator Description	Alberni	Island Health	BC
Age and Demographics	Median Age of Population	45.1	46.4	41.9
	Population where language spoken most often at home is not English or French (%)	2.0	3.3	15.4
	Visible minority population (%)	3.7	7.6	27.3
	Population in private households with Aboriginal Identity (%)	16.9	6.6	5.4
Marital Status	Population aged 15 and over who are married (%)	45.5	47.5	49.2
	Population aged 15 and over who are common-law (%)	11.7	10.6	8.6
	Population aged 15 and over who are single, never married (%)	25.5	24.5	27.2
	Population aged 15 and over who are widowed (%)	6.4	6.4	5.5
	Population aged 15 and over who are separated or divorced (%)	10.8	11.1	9.4
Migration and Immigrants	Immigrant population (%)	8.6	15.5	27.6
	Population migrating to area in the last 5 years (%)	16.4	20.4	21.1
Population and Population Projection	Total population growth between 2016 and 2026	3.8	10.6	12.6
	Population aged 0-19 (%)	20.9	18.2	19.9
	Population aged 20-44 (%)	27.9	29.7	34.7
	Population aged 45-64 (%)	29.3	29.2	28.1
	Population aged 65-74(%)	12.9	13.2	9.9
	Population aged 75 and over (%)	9.0	9.8	7.5
	Percent growth of the 0-19 age group population in next 10 years	-1.8	8.5	7.6
	Percent growth of the 20-44 age group population in next 10 years	10.0	8.8	9.0
	Percent growth of the 45-64 age group population in next 10 years	-20.1	-7.4	1.8
	Percent growth of the 65-74 age group population in next 10 years	13.9	20.4	33.7
	Percent growth of the 75+ age group population in next 10 years	60.1	60.1	54.5
	Average Age (People 2016)	43.8	44.9	42.0

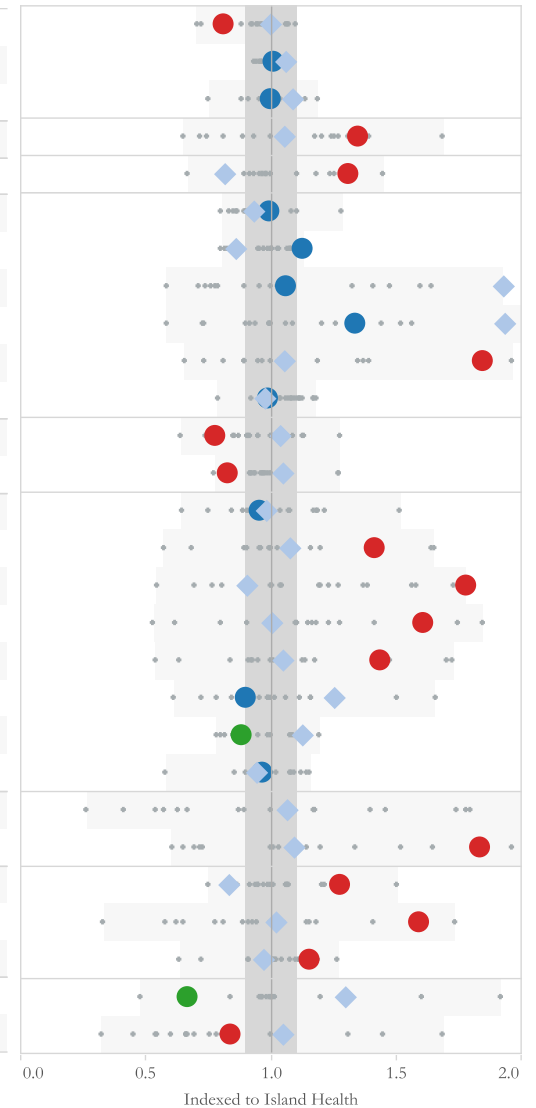


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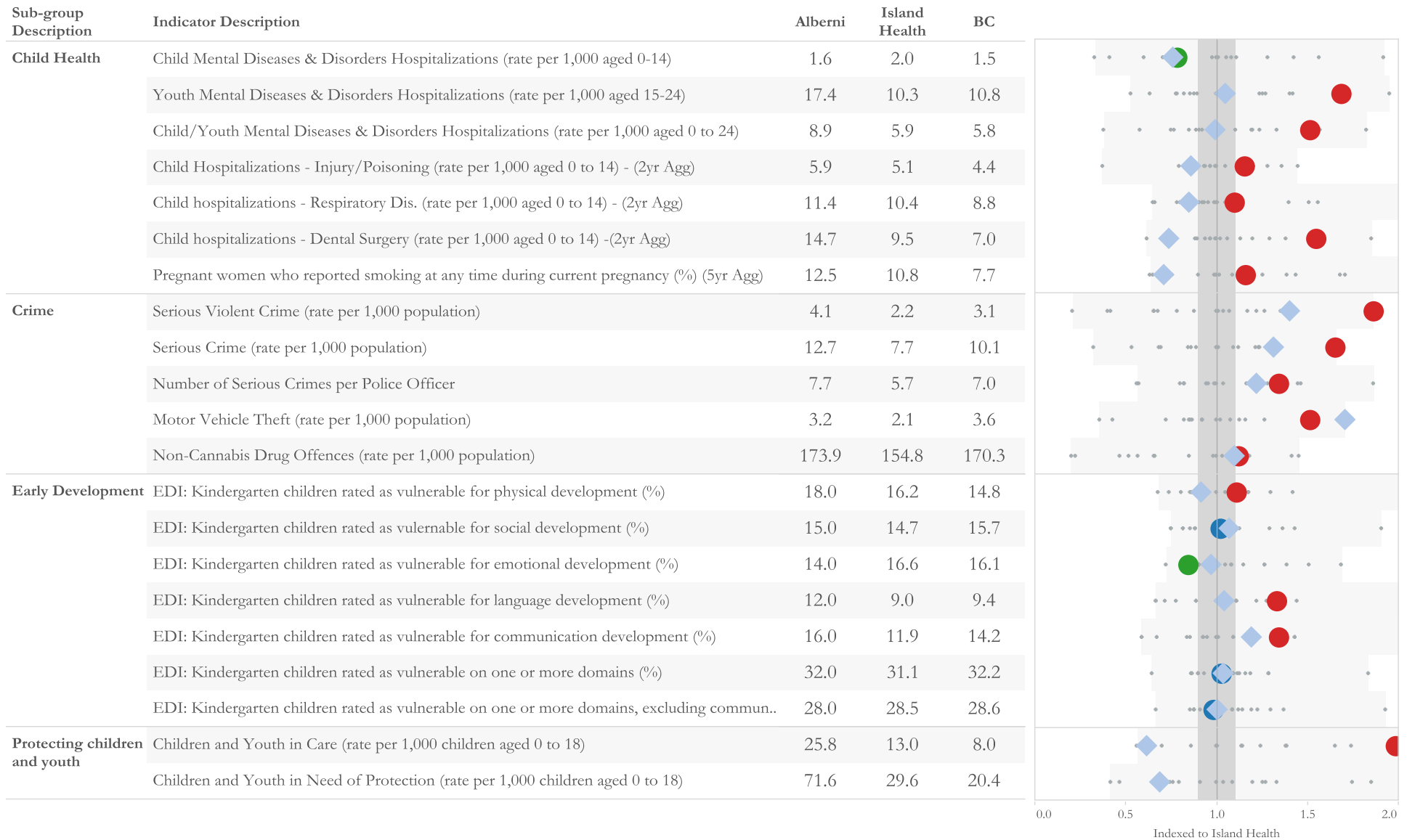
Social Determinants of Health Summary

Sub-group Description	Indicator Description	Alberni	Island Health	BC
Education	Population aged 25 to 64 with post secondary certificate, diploma or degree (%)	52.4	64.8	64.8
	Grade 12 completion among students entering Grade 12 for the first time (%) (2yr Agg)	76.8	76.0	80.5
	Students completing high school within six years of enrollment in Grade 8 (%) (2yr Agg)	76.7	76.6	83.3
Employment	Population aged 15 and over who are unemployed (%)	10.0	7.4	7.8
Health Behaviours	Alcohol consumption (litres of absolute alcohol sold per person, 1L=58 standard drinks)	14.4	10.9	9.0
Household	Persons aged 65 years and over who are living alone (%)	27.4	27.6	25.7
	Lone-parent family households (% of census families with children)	34.0	30.2	25.9
	Private households with multiple families (%)	1.6	1.5	2.9
	Private households with 6 or more persons (%)	2.3	1.7	3.3
	Dwellings rated as needing major repairs by renter or owner (%)	12.7	6.9	7.2
	Private households that are owner-occupied (%)	71.0	71.6	70.0
	Income	Median lone-parent family income (\$)	31,895.0	40,914.0
Median household total income (\$)		47,707.0	57,420.0	60,333.0
Income Inequality	Difference in median income comparing males and females aged 15 and over	11,616.0	12,177.0	12,003.0
	Low income in 2010 based on after-tax low income measure (%)	21.5	15.2	16.4
	Low income in 2010 based on after-tax low-income measure, ages less than 18 years (%)	36.3	20.4	18.5
	Low income in 2010 based on after-tax low-income measure, ages less than 6 years (%)	30.6	19.0	19.1
	Low income in 2010 based on after-tax low-income measure, ages 18 to 64 years (%)	22.1	15.4	16.2
	Low income in 2010 based on after-tax low-income measure, ages 65 years and over (%)	10.0	11.1	13.9
	Households (owned) spending more than 30% of income on housing (%)	18.6	21.1	23.8
	Households (rented) spending more than 30% of income on housing (%)	46.4	48.0	45.3
Income Supports	Population on Income Assistance (%)	4.0	1.8	1.9
	Population aged 15 and over on Employment Insurance (%)	2.5	1.4	1.5
Morbidity	Alcohol-related hospitalizations (age-standardized rate per 100,000)	763.3	596.6	496.3
	Illicit drug-related hospitalizations (age-standardized rate per 100,000)	178.9	112.3	115.0
	Tobacco-related hospitalizations (age-standardized rate per 100,000)	641.0	554.0	538.8
Transportation	Median duration of commute to work among employed population aged 15 and over	10.5	15.7	20.4
	Employed population aged 15 and over walking, biking or busing to work (%)	18.5	22.0	23.1



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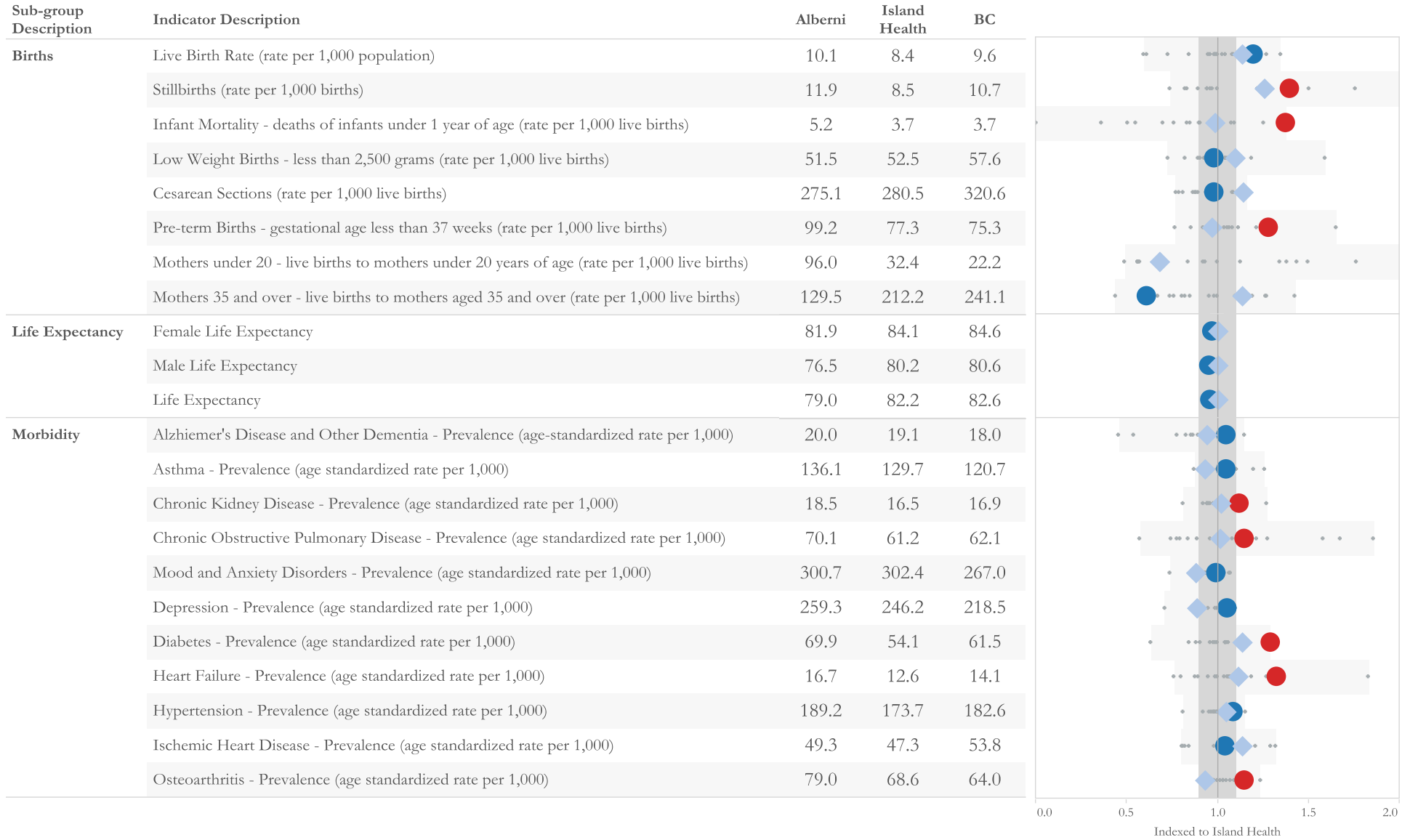
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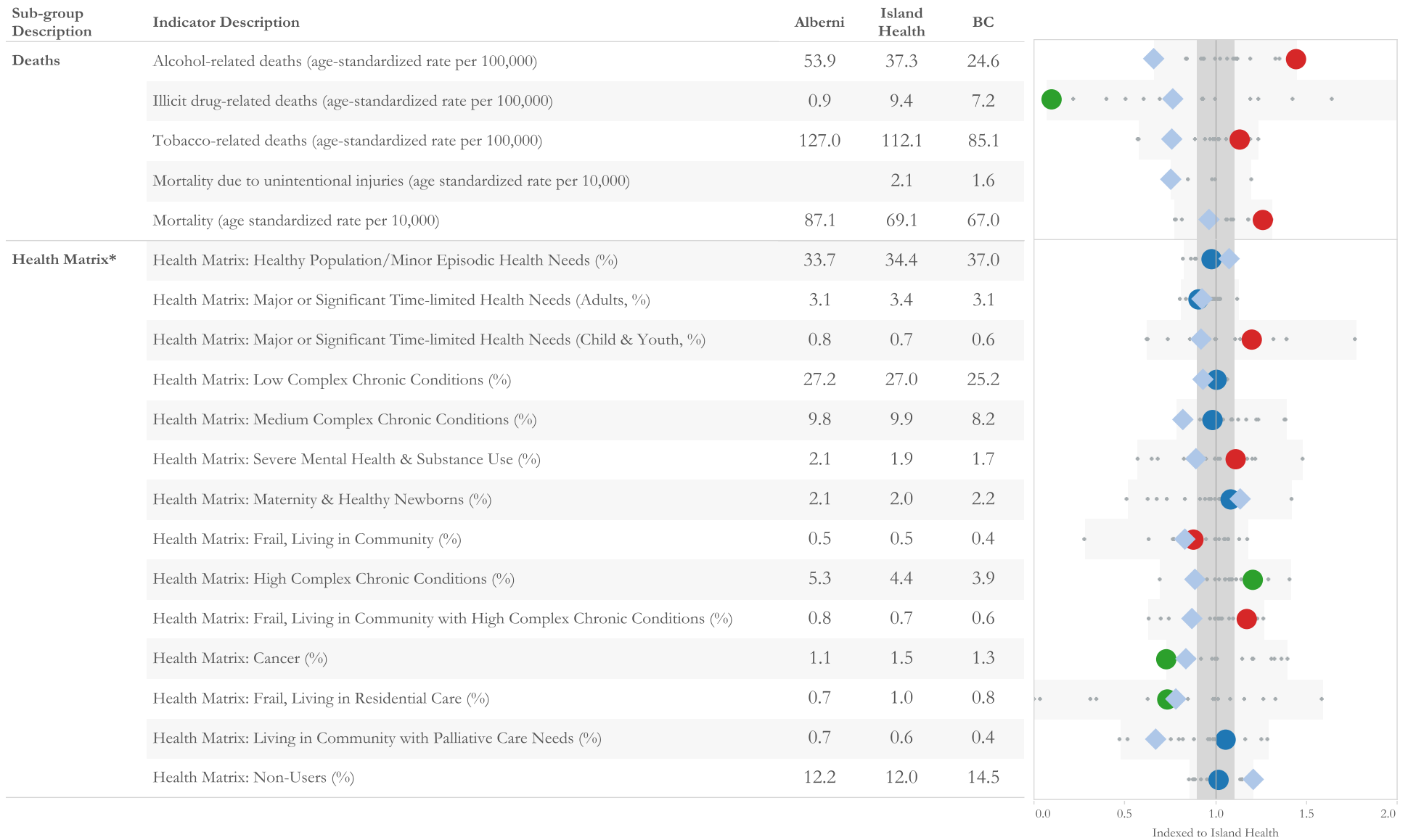
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Health Status Summary Information

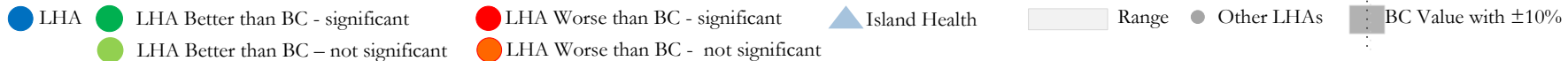


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*The Health Matrix is a way of categorizing the population into different groups based on their health service utilization patterns. These categories are mutually exclusive and add up to 100% - in other words, everyone is placed into one of the categories, going from low or no utilization to high utilization at end of life; people who may meet the criteria for more than one category would be placed into the higher utilization category – for example, someone with medium complex chronic conditions who was also living in residential care would be counted in the Frail, Living in Residential Care category

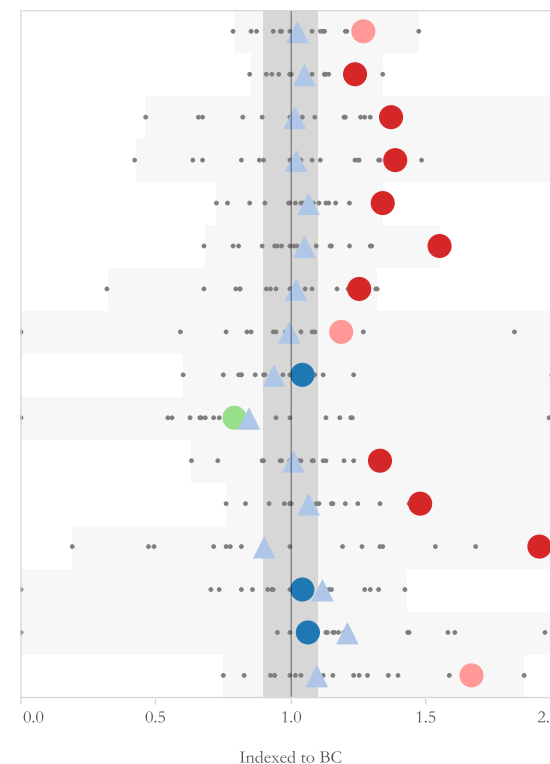


The chart below shows how various indicators for this LHA compare with the rest of BC. This LHA's result for each indicator is shown with a large circle. Green identifies results better than BC; red identifies results worse than BC. BC's value is shown by the black dotted line, which is always at the centre of the chart. Light gray shading encompassing small grey circles indicates the range of other LHA values and the dark gray shading shows $\pm 10\%$ from the BC value.

Standardized Mortality Ratios

Ratio of observed deaths over expected deaths based on provincial age-specific mortality rates.

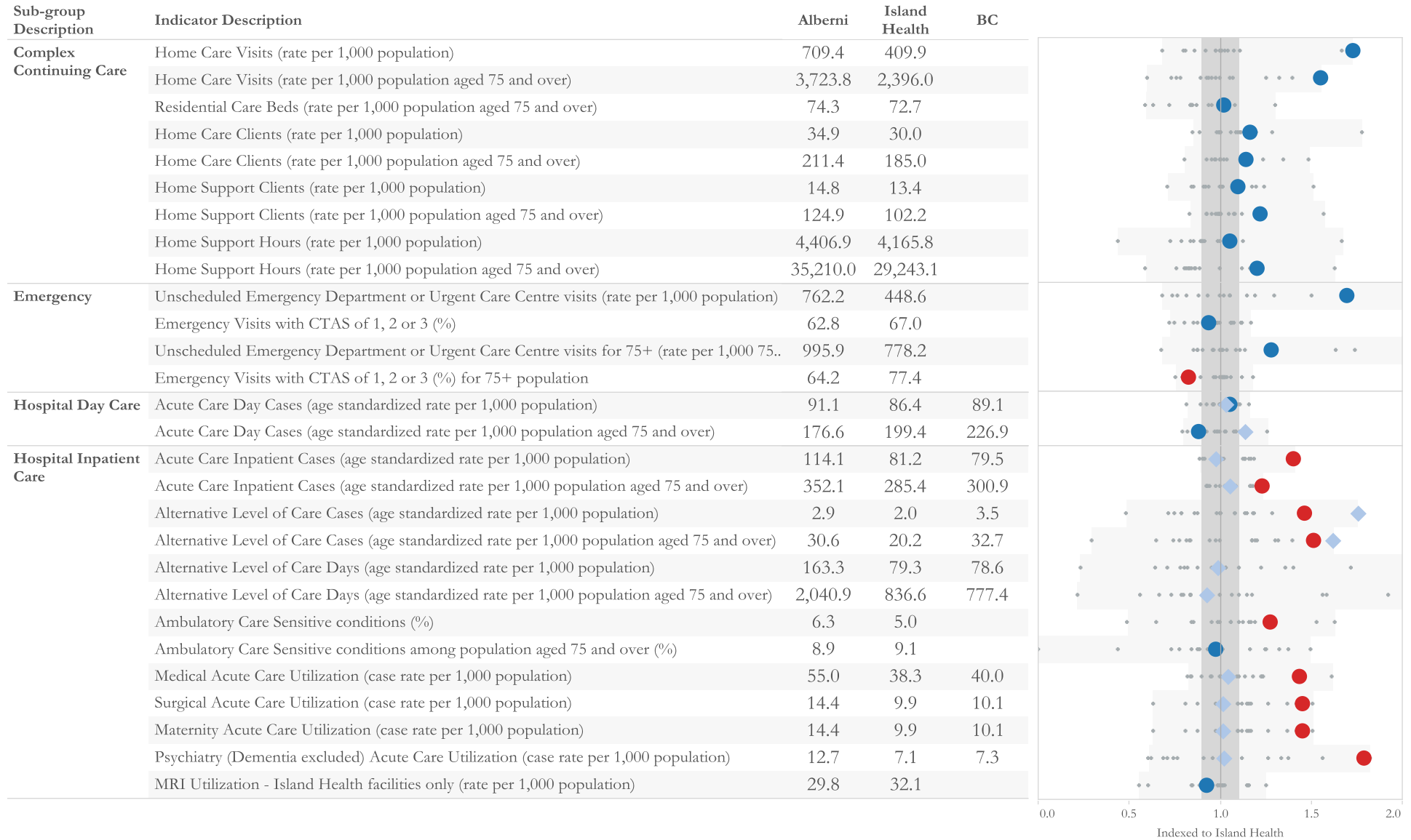
Sub-group Description	Indicator Description	Alberni	Island Health	BC
Deaths compared to BC	All Causes of Death (Standardized Mortality Ratio)	1.27	1.03	1.00
	Cancer (Standardized Mortality Ratio)	1.24	1.05	1.00
	Endocrine, Nutritional & Metabolic diseases (Standardized Mortality Ratio)	1.38	1.01	1.00
	Diabetes (Standardized Mortality Ratio)	1.39	1.02	1.00
	Circulatory System (Standardized Mortality Ratio)	1.34	1.07	1.00
	Ischaemic Heart Disease (Standardized Mortality Ratio)	1.56	1.05	1.00
	Cerebrovascular Disease (Standardized Mortality Ratio)	1.26	1.02	1.00
	Arteries, Arterioles & Capillaries (Standardized Mortality Ratio)	1.19	1.00	1.00
	Respiratory System (Standardized Mortality Ratio)	1.05	0.94	1.00
	Pneumonia & Influenza (Standardized Mortality Ratio)	0.79	0.85	1.00
	Chronic Lung Disease (Standardized Mortality Ratio)	1.34	1.01	1.00
	Digestive System (Standardized Mortality Ratio)	1.48	1.07	1.00
	Motor Vehicle Accidents (Standardized Mortality Ratio)	1.93	0.90	1.00
	Accidental Falls (Standardized Mortality Ratio)	1.05	1.12	1.00
	Suicide (Standardized Mortality Ratio)	1.07	1.21	1.00
	Potential Years of Life Lost (Standardized Mortality Ratio)	1.67	1.10	1.00



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Health Service Use Summary Information





Population and Demographics

Age and Demographics

Median Age of Population: Census, Calendar year 2011 | Population in private households with Aboriginal Identity (%): National Household Survey, Calendar year 2011 | Population where language spoken most often at home is not English or French (%): Census, Calendar year 2011 | Visible minority population (%): National Household Survey, Calendar year 2011

Marital Status

Population aged 15 and over who are common-law (%): Census, Calendar year 2011 | Population aged 15 and over who are married (%): Census, Calendar year 2011 | Population aged 15 and over who are separated or divorced (%): Census, Calendar year 2011 | Population aged 15 and over who are single, never married (%): Census, Calendar year 2011 | Population aged 15 and over who are widowed (%): Census, Calendar year 2011

Migration and Immigrants

Immigrant population (%): National Household Survey, Calendar year 2011 | Population migrating to area in the last 5 years (%): National Household Survey, Calendar year 2011

Population and Population Projection

Average Age (People 2016): BC Statistics - People 2016, Calendar year ending 2016 | Percent growth of the 0-19 age group population in next 10 years: BC Statistics - People 2015, Version 2015 | Percent growth of the 20-44 age group population in next 10 years: BC Statistics - People 2015, Version 2015 | Percent growth of the 45-64 age group population in next 10 years: BC Statistics - People 2015, Version 2015 | Percent growth of the 65-74 age group population in next 10 years: BC Statistics - People 2015, Version 2015 | Percent growth of the 75+ age group population in next 10 years: BC Statistics - People 2015, Version 2015 | Population aged 0-19 (%): BC Statistics - People 2015, Version 2015 | Population aged 20-44 (%): BC Statistics - People 2015, Version 2015 | Population aged 45-64 (%): BC Statistics - People 2015, Version 2015 | Population aged 65-74(%): BC Statistics - People 2015, Version 2015 | Population aged 75 and over (%): BC Statistics - People 2015, Version 2015 | Total population growth between 2016 and 2026: BC Statistics - People 2015, Version 2015

Social Determinants of Health

Child Health

Child hospitalizations - Dental Surgery (rate per 1,000 aged 0 to 14) -(2yr Agg): Ministry of Health Health Ideas, Period ending 2013-2015 | Child Hospitalizations - Injury/Poisoning (rate per 1,000 aged 0 to 14) - (2yr Agg): Ministry of Health Health Ideas, Period ending 2013-2015 | Child hospitalizations - Respiratory Dis. (rate per 1,000 aged 0 to 14) - (2yr Agg): Ministry of Health Health Ideas, Period ending 2013-2015 | Child Mental Diseases & Disorders Hospitalizations (rate per 1,000 aged 0-14): Ministry of Health Health Ideas, Fiscal year ending 2016 | Child/Youth Mental Diseases & Disorders Hospitalizations (rate per 1,000 aged 0 to 24): Ministry of Health Health Ideas, Fiscal year ending 2016 | Pregnant women who reported smoking at any time during current pregnancy (%) (5yr Agg): Perinatal Registry, Period ending 2010-2015



Data Sources

| Youth Mental Diseases & Disorders Hospitalizations (rate per 1,000 aged 15-24): Ministry of Health Health Ideas, Fiscal year ending 2016

Crime

Motor Vehicle Theft (rate per 1,000 population): BC Statistics, Avg 2009-2011 2012 | Non-Cannabis Drug Offences (rate per 1,000 population): BC Statistics, Avg 2009-2011 2012 | Number of Serious Crimes per Police Officer: BC Statistics, Avg 2009-2011 2012 | Serious Crime (rate per 1,000 population): BC Statistics, Avg 2009-2011 2012 | Serious Violent Crime (rate per 1,000 population): BC Statistics, Avg 2009-2011 2012

Early Development

EDI: Kindergarten children rated as vulnerable for social development (%): Early Development Instrument, Wave ending 2015 | EDI: Kindergarten children rated as vulnerable for communication development (%): Early Development Instrument, Wave ending 2015 | EDI: Kindergarten children rated as vulnerable for emotional development (%): Early Development Instrument, Wave ending 2015 | EDI: Kindergarten children rated as vulnerable for language development (%): Early Development Instrument, Wave ending 2015 | EDI: Kindergarten children rated as vulnerable for physical development (%): Early Development Instrument, Wave ending 2015 | EDI: Kindergarten children rated as vulnerable on one or more domains (%): Early Development Instrument, Wave ending 2015 | EDI: Kindergarten children rated as vulnerable on one or more domains, excluding communication (%): Early Development Instrument, Wave ending 2015

Education

Grade 12 completion among students entering Grade 12 for the first time (%) (2yr Agg): Ministry of Education, Period ending 2013-2015 | Population aged 25 to 64 with post secondary certificate, diploma or degree (%): National Household Survey, Calendar year 2011 | Students completing high school within six years of enrollment in Grade 8 (%) (2yr Agg): Ministry of Education, Fiscal year ending 2013-2015

Employment

Population aged 15 and over who are unemployed (%): National Household Survey, Calendar year 2011

Health Behaviours

Alcohol consumption (litres of absolute alcohol sold per person, 1L=58 standard drinks): AOD, Calendar Year 2014

Household

Dwellings rated as needing major repairs by renter or owner (%): National Household Survey, Calendar year 2011 |

Lone-parent family households (% of census families with children): Census, Calendar year 2011 | Persons aged 65 years and over who are living alone (%): Census, Calendar year 2011 | Private households that are owner-occupied (%): National Household Survey, Calendar year 2011 | Private households with 6 or more persons (%): Census, Calendar year 2011 | Private households with multiple families (%): Census, Calendar year 2011

Income

Median household total income (\$): National Household Survey, Calendar year 2011 | Median lone-parent family income (\$): National Household Survey, Calendar year 2011



Data Sources

Income Inequality

Difference in median income comparing males and females aged 15 and over: National Household Survey, Calendar year 2011 | Households (owned) spending more than 30% of income on housing (%): National Household Survey, Fiscal year ending 2011 | Households (rented) spending more than 30% of income on housing (%): National Household Survey, Fiscal year ending 2011 | Low income in 2010 based on after-tax low income measure (%): National Household Survey, Calendar year 2011 | Low income in 2010 based on after-tax low-income measure, ages 18 to 64 years (%): National Household Survey, Calendar year 2011 | Low income in 2010 based on after-tax low-income measure, ages 65 years and over (%): National Household Survey, Calendar year 2011 | Low income in 2010 based on after-tax low-income measure, ages less than 6 years (%): National Household Survey, Calendar year 2011 | Low income in 2010 based on after-tax low-income measure, ages less than 18 years (%): National Household Survey, Calendar year 2011

Income Supports

Population aged 15 and over on Employment Insurance (%): BC Statistics, 4 quarter average as of Sept 2012 2012 | Population on Income Assistance (%): BC Statistics, September 2012

Morbidity

Alcohol-related hospitalizations (age-standardized rate per 100,000): CARBC, Fiscal year ending 2013 | Illicit drug-related hospitalizations (age-standardized rate per 100,000): CARBC, Fiscal year ending 2013 | Tobacco-related hospitalizations (age-standardized rate per 100,000): CARBC, Fiscal year ending 2013

Protecting children and youth

Children and Youth in Care (rate per 1,000 children aged 0 to 18): Ministry of Children and Family Development, Fiscal year ending 2014 | Children and Youth in Care (rate per 1,000 children aged 0 to 18): Ministry of Children and Family Development, Fiscal year ending 2015 | Children and Youth in Care (rate per 1,000 children aged 0 to 18): Ministry of Children and Family Development, Fiscal year ending 2016 | Children and Youth in Need of Protection (rate per 1,000 children aged 0 to 18): Ministry of Children and Family Development, End of August 2014

Transportation

Employed population aged 15 and over walking, biking or busing to work (%): National Household Survey, Calendar year 2011 | Median duration of commute to work among employed population aged 15 and over: National Household Survey, Calendar year 2011

Health Status

Births

Cesarean Sections (rate per 1,000 live births): Vital Statistics, Calendar year ending 2011-2015 | Infant Mortality - deaths of infants under 1 year of age (rate per 1,000 live births): Vital Statistics, Calendar year ending 2011-2015 | Live Birth Rate (rate per 1,000 population): Vital Statistics, Calendar year ending 2011-2015 | Low Weight Births - less than 2,500 grams (rate per 1,000 live births): Vital Statistics, Calendar year ending 2011-2015 | Mothers 35 and over - live births to mothers aged 35 and over (rate per 1,000 live births): Vital Statistics, Calendar year ending 2009-2013 | Mothers 35 and over - live births to mothers aged 35 and over (rate per 1,000 live births): Vital Statistics, Calendar year ending 2011-2015 | Mothers under 20 - live births to mothers under 20 years of age (rate per 1,000 live births): Vital Statistics, Calendar year ending



Data Sources

2011-2015 | Pre-term Births - gestational age less than 37 weeks (rate per 1,000 live births): Vital Statistics, Calendar year ending 2011-2015 | Stillbirths (rate per 1,000 births): Vital Statistics, Calendar year ending 2011-2015

Deaths

Alcohol-related deaths (age-standardized rate per 100,000): CARBC, Fiscal year ending 2013 | Illicit drug-related deaths (age-standardized rate per 100,000): CARBC, Fiscal year ending 2013 | Mortality (age standardized rate per 10,000): Vital Statistics, Calendar year ending 2011-2015 | Mortality due to unintentional injuries (age standardized rate per 10,000): Vital Statistics, Calendar year ending 2013 | Tobacco-related deaths (age-standardized rate per 100,000): CARBC, Fiscal year ending 2013

Deaths compared to BC

Accidental Falls (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | All Causes of Death (Standardized Mortality Ratio, Island Health: BC): Vital Statistics, Calendar year ending 2011-2015 | Cancer (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Cerebrovascular Disease (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Chronic Lung Disease (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Circulatory System (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Diabetes (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Lung Cancer (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011 | Motor Vehicle Accidents (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Pneumonia & Influenza (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Potential Years of Life Lost (Standardized Mortality Ratio, Island Health: BC): Vital Statistics, Calendar year ending 2011-2015 | Respiratory System (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015 | Suicide (Standardized Mortality Ratio): Vital Statistics, Calendar year ending 2011-2015

Health Matrix

Health Matrix: Non-Users (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Cancer (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Frail, Living in Community (%): Blue Matrix and People, Fiscal year ending 2015 |

Health Matrix: Frail, Living in Community with High Complex Chronic Conditions (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Frail, Living in Residential Care (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Healthy Population/Minor Episodic Health Needs (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: High Complex Chronic Conditions (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Living in Community with Palliative Care Needs (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Low Complex Chronic Conditions (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Major or Significant Time-limited Health Needs (Adults, %): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Major or Significant Time-limited Health Needs (Child & Youth, %): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Maternity & Healthy Newborns (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Medium Complex Chronic Conditions (%): Blue Matrix and People, Fiscal year ending 2015 | Health Matrix: Severe Mental Health & Substance Use (%): Blue Matrix and People, Fiscal year ending 2015



Data Sources

Life Expectancy

Female Life Expectancy: BC Statistics, Calendar Year Range 2011-2015 | Life Expectancy: BC Statistics, Calendar Year Range 2011-2015 | Male Life Expectancy: BC Statistics, Calendar Year Range 2011-2015

Morbidity

Alzheimer's Disease and Other Dementia - Prevalence (age-standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Asthma - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Chronic Kidney Disease - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Chronic Obstructive Pulmonary Disease - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Depression - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Diabetes - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Heart Failure - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Hypertension - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Ischemic Heart Disease - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Mood and Anxiety Disorders - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015 | Osteoarthritis - Prevalence (age standardized rate per 1,000): MoH - Chronic Disease Registries, Fiscal year ending 2015

Health Service Utilization

Complex Continuing Care

Home Care Clients (rate per 1,000 population aged 75 and over): Island Health - Ideas, Fiscal year ending 2016 | Home Care Clients (rate per 1,000 population): Island Health - Ideas, Fiscal year ending 2016 | Home Care Visits (rate per 1,000 population aged 75 and over): Island Health - Ideas, Fiscal year ending 2016 | Home Care Visits (rate per 1,000 population): Island Health - Ideas, Fiscal year ending 2016 | Home Support Clients (rate per 1,000 population aged 75 and over): Island Health - Ideas, Fiscal year ending 2016 | Home Support Clients (rate per 1,000 population): Island Health - Ideas, Fiscal year ending 2016 | Home Support Hours (rate per 1,000 population aged 75 and over): Island Health - Ideas, Fiscal year ending 2016 | Home Support Hours (rate per 1,000 population): Island Health - Ideas, Fiscal year ending 2016 | Residential Care Beds (rate per 1,000 population aged 75 and over): Island Health - Ideas, Fiscal year ending 2016

Emergency

Emergency Visits with CTAS of 1, 2 or 3 (%) for 75+ population: Island Health - Ideas, Fiscal year ending 2016 | Emergency Visits with CTAS of 1, 2 or 3 (%): Island Health - Ideas, Fiscal year ending 2016 | Unscheduled Emergency Department or Urgent Care Centre visits (rate per 1,000 population): Island Health - Ideas, Fiscal year ending 2016 | Unscheduled Emergency Department or Urgent Care Centre visits for 75+ (rate per 1,000 75+ population): Island Health - Ideas, Fiscal year ending 2016



Data Sources

Hospital Day Care

Acute Care Day Cases (age standardized rate per 1,000 population aged 75 and over): Ministry of Health Health Ideas, Fiscal year ending 2016 | Acute Care Day Cases (age standardized rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016

Hospital Inpatient Care

Acute Care Inpatient Cases (age standardized rate per 1,000 population aged 75 and over): Ministry of Health Health Ideas, Fiscal year ending 2016 | Acute Care Inpatient Cases (age standardized rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016 | Alternative Level of Care Cases (age standardized rate per 1,000 population aged 75 and over): Ministry of Health Health Ideas, Fiscal year ending 2016 | Alternative Level of Care Cases (age standardized rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016 | Alternative Level of Care Days (age standardized rate per 1,000 population aged 75 and over): Ministry of Health Health Ideas, Fiscal year ending 2016 | Alternative Level of Care Days (age standardized rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016 | Ambulatory Care Sensitive conditions (%): Island Health - Ideas, Fiscal year ending 2017 | Ambulatory Care Sensitive conditions among population aged 75 and over (%): Island Health - Ideas, Fiscal year ending 2017 | Maternity Acute Care Utilization (case rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016 | Medical Acute Care Utilization (case rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016 | MRI Utilization - Island Health facilities only (rate per 1,000 population): Island Health, Fiscal year ending 2016 | Psychiatry (Dementia excluded) Acute Care Utilization (case rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016 | Surgical Acute Care Utilization (case rate per 1,000 population): Ministry of Health Health Ideas, Fiscal year ending 2016

Primary Care

Population attached to physician at the practice level (%): Ministry of Health, Fiscal year ending 2014



PORT ALBERNI PORT AUTHORITY
2750 Harbour Road
Port Alberni, BC V9Y 7X2
Tel. (250) 723-5312 Fax. (250) 723-1114
www.portalberniportauthority.ca

ADMINISTRATION PORTUAIRE DE PORT ALBERNI
2750 Harbour Road
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August 21, 2017

Alberni Clayoquot Regional District
Wendy Thomson
3008 5th Ave
Port Alberni, BC V9Y 2E3



Dear Ms. Thomson:

RE: Invitation to Participate

As Russell Dyson has resigned from the Port Advisory Nominating Committee, it is requested that the Alberni Clayoquot Regional District submit a mutually agreeable candidate to represent Other Port Related Business on the Nominating Committee.

The Port Advisory Nominating Committee is a volunteer group of people from organizations which have current business relationships with the Port Authority. PANC, however, is not a committee of the board. PANC's role is to recruit and review potential candidates for the Board of Directors from qualified individuals. These reviews are then submitted to the Minister of Transportation who may select a submitted candidate to fill upcoming vacancies on the Port Alberni Port Authority's board of directors. PAPA will have two vacancies on the board of directors in the fall of 2017 to be reviewed by PANC.

There are four classes of users as noted within PAPA's Letters Patent who must be represented on the Board of Directors. The pertinent section is attached to this letter for your review. Your organization is identified as belonging to the "user group" category; and currently there are no representatives on the committee.

The duties of the User Group representatives on the Port Advisory Nominating Committee as defined in the Letters Patent are as follows:

- Fill vacancies on the Port Advisory Nominating Committee such that the Port Advisory Nominating Committee consists of seven members and that each class of users be represented by at least one member on the committee.
- The committee members shall establish and administer a process for soliciting the names of nominees who would be suitable and qualified candidates to fill vacancies on the Board of Directors of the Port Authority.
- Advertise publicly as the Port Advisory Nominating Committee sees fit to do so soliciting candidate names.

- Meet, review and discuss all candidate submissions in consideration of the current members of the Board of Directors.
- Provide to the Minister of Transport two candidates but no more than four candidates per vacancy, which the Port Advisory Nominating Committee would recommend as persons to be nominated by the Minister to fill vacancies on the Board of Directors of the Port Authority.
- Make available members of the Port Advisory Nominating Committee to answer any questions or inquiries from the Minister regarding this process.


There are a total of seven people recruited to form the Port Advisory Nominating Committee as follows:

- Two representatives from Commodity Shippers
- One representative from Marine Carriers
- Two representatives from Service Providers
- Two representatives from Other Port Related Business

The length of the term for each of the above "User Groups" is five years for the first representative and three years for the second representative. This ensures continuity of experienced committee members at all times.

Please feel free to contact PAPA's President & CEO, Zoran Knezevic, at 250-723-5312 if you have any questions. The Port Alberni Port Authority respectfully requests that you forward your submission for the committee by April 30, 2014.

Yours truly,


Dianna Stubbs
for: Pamela Fry
Chair, Port Advisory Nominating Committee

August 28, 2017

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



Dear Board of Directors of the West Coast Committee:

Re: Tax Exemption for Long Beach Recreation Co-op

Long Beach Recreation Co-op (Longbeach Golf Course) is once again requesting that the Board of the Alberni-Clayoquot Regional District grant the golf course a property tax exemption under the provisions of the Local Government Act for the 2018 year.

The Long Beach Recreation Co-op continues to operate the golf course as a non-profit organization. As part of our mandate, we exist to provide the West Coast community with a valuable recreation resource as well as a supplement to the tourism industry.

This next year will bring some changes as new people join the LBRC and bring some new energy and support to the Co-op. Our new board has been working very hard and donating much time and financial support to get us through last winter to a very busy summer.

We will continue to run events to raise money for other groups in the communities and we will offer opportunities for youth with free golf and lessons.

As a supplement to the tourism business, local hotels and resorts continue to recommend our facility to their guests. Our course is renowned as challenging and unique. We place a great deal of emphasis on great service and a friendly atmosphere. With the addition of surf rentals and lessons, mini-putt course, driving range, and paint ball range, we provide all our guests with great alternatives to their westcoast experience

All of this, of course, provides employment and generates cash flow in and around the community. We continue to improve and add to our services as we strive to make the experience for the local or out of town visitor more enjoyable. The tax exemption is a tremendous help to our operations, and we would be grateful for your continued support.

We look forward to addressing you at the October 13, 2017 Council meeting.

On behalf of the west coast golfers, current and future, we thank you in advance for your consideration.

Sincerely,

Chris Bird
President, Long Beach Recreation Co-op



Alberni-Clayoquot Regional District
Attention: John Jack, Chairperson
3008 Fifth Avenue
Port Alberni, BC, V9Y 2E3

August 28, 2017

Re: Salmon Beach Sewage Field Updates

Dear Mr. John Jack,

In response to your letter dated March 21, 2017, the Toquaht Nation Executive has engaged with citizens and met to review the License of Occupation with the ACRD dated April 1, 2011 for a community septic field "the license".

The Toquaht Executive does not currently have plans for the Toquaht lands used by the license. The license allows for upgrades to the system within the limitations set by the license.

Toquaht Executive requests that the report on the capacity of the existing system within the current footprint of the license be shared with the Toquaht Nation when it is complete.

Please consider this a notice under the license section 3.2 and 2.3(b) to augment the annual fee for the license from \$1 to \$500 per year, in line with the minimum rent in the BC Land Policy Pricing (2011). This is meant to cover a portion of the administrative costs of the lease to Toquaht Nation.

If you have any questions, or would like to discuss anything in more detail, please contact Juliet Van Vliet at 250 726 4230 or via email at julietv@toquaht.ca.

Thank you,

Anne Mack
hawit
Toquaht Nation



Alberni-Clayoquot Regional District
Attention: John Jack, Chairperson
3008 Fifth Avenue
Port Alberni, BC, V9Y 2E3

May 18, 2017

Re: License of Occupation – Salmon Beach Sewage Field – Alternative Uses on Site

Dear Mr. John Jack,

In response to your letter dated March 21, 2017, the Toquaht Nation Executive has met to review the ACRD proposal for the burning of wood/brush debris in an appropriate area on Toquaht Lands.

We appreciate the ACRD efforts working collaboratively with TN staff towards addressing the illegal dumping of brush and wood debris on Toquaht Lands.

Toquaht would like to collaborate further with the ACRD to find a solution to the issue of dumping for all residents of Barkley sound. Toquaht staff would also like to work in partnership with ACRD staff to understand best practices for dealing with yard waste. As such, Toquaht is hoping that ACRD and Toquaht staff can meet in the coming weeks to ask questions and better understand the situation.

Please contact Juliet Van Vliet to set up a meeting at your convenience at 250 726 4230 or via email at julietv@toquaht.ca. If you have further questions, please do not hesitate to contact Juliet directly.

Thank you,

Anne Mack
ḥawit
Toquaht Nation



Alberni-Clayoquot Regional District
Attention: John Jack, Chairperson
3008 Fifth Avenue
Port Alberni, BC, V9Y 2E3

May 18, 2017

Re: Salmon Beach Sewage Field Updates

Dear Mr. John Jack,

In response to your letter dated March 21, 2017, the Toquaht Nation Executive has met to review the License of Occupation with the ACRD dated April 1, 2011 for a community septic field "the license".

The Toquaht Executive would like to consider the long term land use plan for the land in question, and as such, is requesting additional time to review the question regarding septic upgrades for additional pump and haul capacity. Responding to our partners at the ACRD in good time and in good faith is of utmost importance to us. We also must ensure that we engage with our citizens on issues involving long term land use planning. We have added this issue to our next People's Assembly agenda at the end of June, and Toquaht staff will ensure we are in touch after that time.

After a review of the license, it appears that the ACRD has not submitted annual reports on the maintenance and inspections of the land, proof of insurance required under this agreement, nor the annual fee for the license. Please repair the default under this license as soon as possible.

If you have any questions, or would like to discuss anything in more detail, please contact Juliet Van Vliet at 250 726 4230 or via email at julietv@toquaht.ca.

Thank you,

Anne Mack
haviit
Toquaht Nation



Sheila Malcolmson

Member of Parliament
Nanaimo—Ladysmith



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

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313 Confederation Building
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@s_malcolmson

SheilaMalcolmsonNDP

Sheila.Malcolmson@parl.gc.ca
<http://sheilamalcolmson.ndp.ca>

July, 2017

Greetings from coastal British Columbia!

I'm seeking your support for my federal legislation to protect our coasts.

Right now, thousands of abandoned vessels are polluting our oceans and leaking oil into our waterways, jeopardizing valuable aquaculture and commercial fishing jobs, threatening our tourism industry, and taking a huge toll on coastal communities and volunteers.

For too long, jurisdictional gaps have left coastal communities with nowhere to turn when they need help cleaning up abandoned vessels.

It's time for federal action on abandoned vessels!

My bill C-352 creates a comprehensive coast-wide strategy to:

- ✓ End the run-around and finger-pointing by designating Coast Guard as the agency responsible for directing the removal & recycling of abandoned vessels
- ✓ Get taxpayers off the hook by fixing vessel registration and creating a fee to help cover the cost of vessel disposal
- ✓ Prevent vessels from becoming hazards by piloting a turn-in program at safe recycling facilities
- ✓ Create good green jobs by supporting local marine salvage businesses
- ✓ Build a coast-wide strategy in cooperation with local and provincial governments

Although community pressure has finally gotten abandoned vessels on the federal agenda, the Liberal government's plan simply cannot address the thousands of vessels littering our coastlines. After decades of federal and provincial neglect, \$1 million/year for removals is a welcome first small step, but falls far short of what's needed to address this growing problem on all three coasts.

I built my legislation based on years of advice from coastal communities. Your endorsement as a marine ally will demonstrate powerful solidarity when the debate on abandoned vessels begins in the House of Commons this fall.

To show the growing demand for a comprehensive coast-wide solution, I'd love your support.

Here is how you can help build momentum for federal action:

- 1. Gather petition signatures supporting Bill C-352** (enclosed). Once you've added your name and gathered other signatures, please mail it to my Ottawa office so I can stand in Parliament and show support for a solution.
- 2. Join the growing list of coastal allies by writing a formal endorsement letter or passing a motion of support** (template enclosed)
- 3. Sign and return the postcard** (enclosed)

For more information, including the text of the bill, please visit my website at www.sheilamalcolmsen.ndp.ca/abandonedvessels

Thank you so much for your support; I look forward to working with you.



Sheila Malcolmsen,
Member of Parliament for Nanaimo—Ladysmith

It's Time For Federal Action To Clean Up Abandoned Vessels



Why are abandoned vessels a problem?

- // Thousands of abandoned vessels threaten Canadian waterways
- // They're a major source of oil spills and pollution, jeopardizing valuable aquaculture, commercial fishing jobs and tourism
- // No regulations or programs exist to remove and recycle abandoned vessels before they become serious environmental or navigational hazards
- // Jurisdictional gaps have left coastal communities with nowhere to turn for help dealing with abandoned vessels
- // Lack of action on this long-standing issue is pressuring local governments, First Nations, marinas, port operators and taxpayers
- // Vessel abandonment is made worse by the lack of turn-in programs where owners can easily dispose of their vessels

What solutions does my legislation Bill C-352 propose?

- // Ends the run-around and finger-pointing to designate Coast Guard as the agency responsible for directing the removal & recycling of abandoned vessels
- // Gets taxpayers off the hook by fixing vessel registration and creating a fee to help cover the cost of vessel disposal
- // Prevents vessels from becoming hazards by piloting a turn-in program at safe recycling facilities
- // Creates good green jobs by supporting local marine salvage businesses
- // Builds a coast-wide strategy in cooperation with local and provincial governments

July 2017

What have we achieved so far?

- // Successfully pressured the federal government to promise action
- // Helped get the 100' trawler Viki Lyne II, which threatened Ladysmith Harbour, safely dismantled after four years of community advocacy
- // Secured the inclusion of vessel registration and recycling in the BC NDP election platform
- // Kept federal government accountable after Liberals missed their own six-month deadline to act on abandoned vessels
- // Received unanimous endorsement for C-352 from the Association of Vancouver Island and Coastal Communities, the Regional District of Nanaimo, the City of Parksville, and Ladysmith Maritime Society (see the growing list at: www.sheila.malcolmson.ndp.ca/abandonedvessels)

How can you help build support?

- // Sign and distribute the petition
- // Write a letter of support or sign the postcard
- // Share the abandoned vessels campaign on Facebook and Twitter
 - // Facebook: [facebook.com/SheilaMalcolmsonNDP](https://www.facebook.com/SheilaMalcolmsonNDP)
 - // Twitter: [@s_malcolmson](https://twitter.com/s_malcolmson)

What's Sheila's history?

Sheila Malcolmson has been a strong advocate for a comprehensive abandoned vessel solution since being elected locally in 2002.

As Islands Trust Council Chair, for six years she worked with hundreds of local governments to urge provincial and federal government action on this decades-old problem.

Elected as the Member of Parliament for Nanaimo—Ladysmith in 2015, she tabled legislation and secured \$1.2 million for the safe removal of the trawler Viki Lyne II from Ladysmith Harbour, on the East coast of Vancouver Island.

Her degree in Environmental and Resource Studies and years guiding kayak trips in BC's wilderness inform her work for coastal communities.

July 2017

Template: Suggested endorsement letter and motion of support

(Insert organization name and logo)

(Date)

Sheila Malcolmson, MP for Nanaimo-Ladysmith
House of Commons
Ottawa, Ontario
K1A 0A6

Dear Ms. Malcolmson,

On behalf of *(insert organization name)*, I am writing to support the following motion urging the federal government to adopt MP Sheila Malcolmson's legislation, C-352:

Whereas:

- Abandoned vessels pose an environmental risk and navigational hazard;
- No regulations and programs have established effective measures for the removal and disposal of abandoned vessels;
- Coastal communities in Canada have called on the government to act on abandoned vessels for decades;

Move that *(inset organization name)* encourages Parliament to adopt Bill C-352, "An Act to amend the Canada Shipping Act, 2001 and provide for the development of a national strategy for abandoned vessels", which would fix vessel registration, pilot a vessel turn-in program, create good green jobs by supporting local marine salvage businesses and vessel recycling, and make Coast Guard responsible for directing the removal of abandoned vessels.

Sincerely,

(Please sign on behalf of organization)

Petition to the House of Commons: Federal Action to Clean up Abandoned Vessels

We, the undersigned residents of Canada, draw the attention of the House of Commons to the following:

WHEREAS:

- Abandoned vessels pose an environmental risk and navigational hazard;
- No regulations or programs have established effective measures for the removal and recycling of abandoned vessels;
- Coastal communities in Canada have called on the government to act on abandoned vessels for decades;

THEREFORE, we call on the Government of Canada to support Bill C-352 to:

1. Designate Coast Guard as the agency responsible for directing the removal & recycling of abandoned vessels;
2. Build a coast-wide strategy in cooperation with local and provincial governments;
3. Get taxpayers off the hook by improving vessel registration and creating a fee to help cover the cost of vessel disposal;
4. Prevent vessels from becoming hazards by piloting a turn-in program at safe recycling facilities;
5. Create good green jobs by supporting local marine salvage businesses.

NAME (PRINT)

STREET ADDRESS (city, province, postal code)

EMAIL

SIGNATURE

_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____

PLEASE SEND COMPLETED PETITIONS TO: Sheila Malcolmson, Member of Parliament, House of Commons, Ottawa, ON, K1A 0A6 **POSTAGE FREE!** (Please use an envelope)

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NAME (PRINT)

STREET ADDRESS (city, province, postal code)

EMAIL

SIGNATURE

PLEASE SEND COMPLETED PETITIONS TO: Sheila Malcolmson, Member of Parliament, House of Commons, Ottawa, ON, K1A 0A6 POSTAGE FREE! (Please use an envelope)

August 29, 2017

Chair John Jack
Alberni-Clayoquot Regional District

Dear Chair Jack and Directors:

As a friendly reminder, BC Hydro budgets \$1 million annually to support municipal beautification projects. Municipalities wanting to place existing overhead distribution lines underground or to place decorative wraps on BC Hydro service kiosks are welcome to apply for funding.

Additional details regarding the Beautification Fund and application form can be found at the following website: www.bchydro.com/beautification

If you are considering a beautification project, an application form must be submitted by October 1st, 2017 with a description of the project, photos of the poles or kiosks, a map showing the extent of the project and an explanation of the project's objectives. Proposals for Beautification Fund participation should be submitted electronically through: beautification@bchydro.com.

Once BC Hydro has reviewed the applications, each applicant will be asked to confirm intent to fund two-thirds of the project's estimated cost. This confirmation must be received by November 17th, 2017. Successful applicants will be notified by the end of January 2018. All accepted projects must begin within the fiscal year that they are approved and be completed within 12 months.

Sincerely,



Ted Olynyk
Community Relations Manager
Vancouver Island-Sunshine Coast

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August 21, 2017

NEW BACKCOUNTRY SHELTER IN STRATHCONA PARK HIGHLIGHTS PARK HISTORY

COURTENAY – A permanent group shelter at Croteau Lake in Strathcona Provincial Park will provide safe, dry, versatile activity space for larger groups and will complement a newly built group site, thanks to a \$30,000 grant from the Island Coastal Economic Trust.

The facility will be a hard-sided yurt with a metal roof to accommodate the park’s heavy winter snow loads, and will be large enough to provide shelter for group activities of up to 25 people (it is not planned as accommodation at this time). The \$61,000 project is being developed by the Strathcona Wilderness Institute, with support from BC Parks, Nyrstar Mine, and other community donors.

“Hiking - particularly into the backcountry - is a growing tourism market, and this yurt will make it easier and safer for groups and newer hikers to access the spectacular mountains, valleys, and lakes in this part of Strathcona Provincial Park,” said Judy Norbury, Strathcona Wilderness Institute Society Chair.

Data collected by the SWI over the past three years shows that more than one-third of visitors to the park’s Paradise Meadows Trailhead were from outside the Vancouver Island region, and those numbers are consistent with statistics from BC Parks, the Alpine Club of Canada, and other backcountry operators.

The group shelter, which complements the soon to be built group campsite at Croteau Lake, will help to increase the number of out-of-region visitors choosing Strathcona Park for part or all of their trip. Incremental benefits will include longer stays for visitors, more visitor spending on supplies, accommodations, food, equipment, and other goods and services.

“This backcountry facility will be used by overnight groups on longer trips, as well as by day-hikers and other groups making the relatively-easy two hour hike from the Vancouver Island Mountain Centre at Mt. Washington,” said ICET Chair Phil Kent.

Providing a versatile, permanent shelter in close proximity to the trailhead, broadens the appeal and accessibility to hikers who previously might not have ventured into the backcountry. The reservable site can also be used by a wide range of people - school and community groups, outdoor education programs, retreats, and more.

The site was chosen due to its historic use as a lodge and campsite by Eugene Croteau in the early years of Strathcona Park. Interpretive signage will tell the story of the fascinating entrepreneur and pioneer and renew the link to the past.

In 1930, the Comox Valley resident established a guest lodge up on Forbidden Plateau at Croteau Lake. Initially, Croteau's camp consisted of a tent and a horse stable but he soon built a log dining room cabin where for many years he entertained a variety of guests from all over the world. Croteau's camp consisted of the main cabin and six tents with wooden floors for the guests. Charges were modest: in 1935 the cost was \$3.75 including meals and linen on the bed. The cost for saddle horses was \$2.50 per day and packing rates for baggage was five cents per pound. The lodge was operated until 1942. Eugene Croteau died in April 1952, at the age of ninety when, as the newspaper stated: "Mr. Eugene Croteau came to the end of the trail."

Construction of the group site and shelter will begin this Fall, with the facility expected to be in use by Spring 2018.

About the Island Coastal Economic Trust

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

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

Through a community-centred decision-making process, ICET has approved more than \$49 million for over 170 economic infrastructure and economic development readiness projects. ICET investments have leveraged over \$270 million in investment into the region creating more than 2500 construction phase jobs and 2600 long term permanent jobs.

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

-end-

For further information:

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

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

Judy Norbury, Chair
Strathcona Wilderness Institute
Tel. 250-336-2460
judynorbury@shaw.ca



FOR IMMEDIATE RELEASE

September 7, 2017

ECONOMIC DEVELOPMENT COWICHAN LAUNCHES PROJECT TO IDENTIFY, IMPROVE AND PROMOTE INDUSTRIAL LANDS TO ATTRACT NEW BUSINESS

COURTENAY – The attraction of new industries to the Cowichan Valley is a major part of the Regional District’s economic development strategy, and a new project supported by the Island Coastal Economic Trust will help move the strategy forward.

The Island Coastal Economic Trust has approved funding to enable Economic Development Cowichan to develop a plan to enhance, augment, and promote industrial lands in the region. The plan will create an inventory of current and potential industrial lands, evaluate if existing industrial properties are achieving their highest and best use, and recommend strategies for attracting new industries to the Cowichan region.

“Attracting new industries to the region - and helping existing industries expand - requires a clear understanding of our land base as well as industry needs and requirements,” said ICET Chair Mayor Phil Kent. “With that inventory and analysis in place, the region and its communities will be well positioned to jointly promote opportunities and target specific industries and companies.”

Development of the project concept included consultation with the region’s senior planners and land use managers, local and provincial economic development partners and First Nations communities. A market research driven approach will be adopted to develop a plan with targeted recommendations for attracting major new investment to existing and potential industry holdings and to accommodate the expansion of pivotal industries on the verge of new development.

“We recognize the importance of working in partnership with industry, local government and the community as we go forward with this project,” said Economic Development Cowichan Manager Amy Melmock. “A growing number of advanced manufacturing, food processing and other value-added companies are emerging in Cowichan – and now is the time to build on their success.”

The project is supported through ICET’s Economic Development Readiness Program - Sector Development Strategies stream. This program provides up to \$30,000 for the development of targeted sectoral strategies to attract investment and increase sector productivity. Sectoral organizations, regional economic development organizations, and other non-profit organizations may be eligible for funding through this program.

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Tel. 250-871-7797 (Ext. 227)
line.robert@islandcoastaltrust.ca

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

Amy Melmock, Manager
Economic Development
Cowichan Valley Regional District
Tel. 250-746-7880
amelmock@cvrd.bc.ca



The Office of the

mbudsperson

B.C.'s Independent Voice For Fairness



Complaints/Enquiries:

1-800-567-3247

(250) 387-5855

Fax: (250) 387-0198

947 Fort Street
PO Box 9039 Stn Prov Govt
Victoria BC V8W 9A5

www.bcombudsperson.ca

August 28, 2017

Ms. Josie Osborne
Chair
Alberni-Clayoqout Regional District
3008 5th Ave
PORT ALBERNI BC V9Y 2E3

Dear Ms. Osborne,

RE: Quarterly Report April 1 – June 30, 2017

Our Office has recently updated our quarterly reporting process to provide public authorities with additional information from complaint files closed each quarter. As we did not close any complaint files for Alberni-Clayoqout Regional District between April 1 and June 30, 2017, you will not be receiving a report for this quarter. However, we wish to provide you with information about the changes we have made to our tracking and reporting processes in response to feedback received from public authorities during our strategic planning sessions held in the spring of 2016. We hope you will find our new reporting process useful for ongoing service and program planning within your organization, and look forward to hearing your feedback.

Our new quarterly reporting process will provide authorities with the following:

- The number of files our Office closed in the last quarter regarding their organization and the category under which these files were closed, including both investigated and non-investigated complaints. We have also included a description of our closing categories to assist authority staff in interpreting the data provided.
- Copies of all closing summaries from investigated files that were closed during the last quarter, indexed with the file number, complainant name, and the contact person within your organization for the matter we investigated.
- If available, a summary of the issue types identified in complaints that were closed in the last quarter. This information provides public agencies with a breakdown of specific categories of issues that are being reported to our Office in relation to the total number of complaints received. This data is provided for both investigated and non-investigated complaints. Issues tracking data is only available for select authorities or groups of authorities with sufficient complaint volume to implement issues tracking. We will be working on making changes as required to the issues tracking feature of the quarterly reporting process to ensure we are providing the most useful information to public authorities from trends being reported in complaints to our Office.

In addition, I am pleased to inform you that our new **Prevention Initiatives Team** has been established and is available for further outreach and consultation. This three-year pilot program is intended to support authorities to proactively address issues in policy and program delivery to promote administrative fairness in public service. A number of opportunities for consultation and education with the Prevention Initiatives Team will be announced in the coming months, and we welcome your recommendations and feedback on ways that the team may be of assistance to your specific organization over the course of the three-year pilot. In particular, we

would like to hear from you about how we can further improve our reporting to authorities, suggestions for training for your staff on our process and the principles of administrative fairness, and ideas for consultation projects to assist your organization with incorporating fair practices into changes to programs or service delivery. You can contact the Prevention Initiatives Team with your questions, ideas and requests for assistance at consult@bcombudsperson.ca.

An upcoming opportunity for initial engagement with our Prevention Initiatives Team is being offered by way of an interactive 60 minute webinar to discuss the changes to our quarterly reporting process, provide further information on how we will be tracking common complaint trends across authorities under our jurisdiction, and invite feedback on how we can continue to provide more useful reporting on the complaints our Office receives. This is also an opportunity for public authorities to communicate directly with our staff about our Office's role and process, with the goal of increasing collaboration towards continuous service improvement.

These interactive webinars have been scheduled for the following dates and times:

Tuesday September 26, 2017 at 10am

Wednesday September 27, 2017 at 2pm

If you are interested in attending one of these sessions or another webinar offering at a later date, I invite you to contact the Manager of the Prevention Initiatives Team, Rachel Warren, at RWarren@bcombudsperson.ca or 250-508-3068. As there are a limited number of spaces available, we request you contact us as soon as you are able to confirm your attendance, and before September 22, 2017. You may also wish to extend this invitation to another delegate within your organization. Additional opportunities to engage in collaborative consultation with our Office will be offered in the coming months.

I sincerely hope that our new quarterly reporting process will be more useful to your organization. I look forward to receiving your feedback.

Yours sincerely,



Jay Chalke
Ombudsperson
Province of British Columbia



Ref: 206633

September 1, 2017



Mr. John Jack and Board Members
Regional District of Alberni-Clayoquot
3008 Fifth Ave
Port Alberni BC V9Y 2E3

Dear Chair Jack and Board Members:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your efforts to reduce greenhouse gas emissions in your corporate operations and community over the 2016 reporting year.

As a signatory to the Climate Action Charter (Charter) you have demonstrated your commitment to work with the Province and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has demonstrated progress on the fulfillment of one of more of your commitments, we are pleased to acknowledge your achievement of Level 1 recognition – 'Demonstrating Progress on Charter Commitments.'

.../2

Chair Jack and Board Members

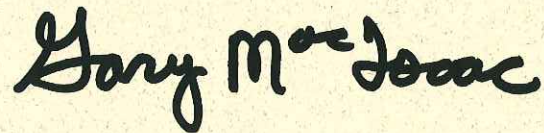
Page 2

Congratulations again on your progress. We wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality and your efforts to reduce emissions in the broader community.

Sincerely,



Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing



Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosures



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of local leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for B.C. local governments for the 2016 reporting year. This is a multi-level program that provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (*Charter*) signatory. Recognition is provided on an annual basis to local governments who demonstrate progress on their *Charter* commitments, according to the following:

Level 1: Demonstrating Progress on Charter Commitments

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments will receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with the [Community Energy and Emissions Inventory \(CEEI\)](#) for their community receive a letter from the GCC and a 'BC Climate Action Community 2016' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments (NEW this year)

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2016 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2016 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements of the [Climate Action Revenue Incentive Program \(CARIP\)](#) including reporting on their progress to carbon neutrality. The GCC will determine recognition levels for the *Recognition Program* based on the information included in each local government's annual CARIP public report. Further information on CARIP and the public reporting requirements is available [online](#).



CITY OF PORT ALBERNI

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

Fax: 250-723-1003

September 7, 2017

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

ATTN: Josie Osborne
Vice-Chair

Dear Josie:

Thank you for your letter dated July 26, 2017 requesting to apply for additional funding from the Alberni Valley Community Forest Legacy Fund for completion of the Alberni Valley Regional Airport Expansion project.

Council for the City of Port Alberni received your letter at their regular meeting on September 5, 2017 and declined the request to provide additional funding from the Legacy Fund.

For your information Council endorsed a resolution supporting the Alberni Valley Community Forest Corporation Board's retention of earnings for 2017 to be held for the specific purpose of pursuing the acquisition of increased tenure and/or cut for the Alberni Valley Community Forest.

Yours truly,
CITY OF PORT ALBERNI

Davina Hartwell
City Clerk

c. Doug Holmes, CAO, ACRD
Tim Pley, CAO
Cathy Rothwell, Director of Finance

J:\Clerks\Letters\D G H\RDAC\2017\Community Forest Legacy Fund_Sept7.docx



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: September 13, 2017
Subject: Finance Warrant No. 580

Recommendation:

THAT the Board of Directors approve Finance Warrant Number 580 in the amount of \$1,148,649.96 dated August 31, 2017.

Summary:

Improve financial controls by increasing the transparency of the Regional District's financial affairs. Regional District Board of Directors review the details of the expenditures made in the previous month and when satisfied approves the finance warrant.

Time Requirements – Staff & Elected Officials:

Minimal

Policy or Legislation:

None

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

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



AP5100
 Date : Sep 06, 2017

Page : 1
 Time : 2:11 pm

Supplier : 0002 To Z4209
 Trans. Date : 01-Aug-2017 To 31-Aug-2017
 Cheque Date : 01-Aug-2017 To 31-Aug-2017
 Cheque No. : All
 Batch No. : All

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0019	0946982 BC LTD (DBA - ACE FLAGGING)					
000194-0001	16-Aug-2017	Issued	187	T		207.38
102-2807	01-4-2500-000	PAYABLES - TRADE		207.38		
Invoice Description --> BCWS - NEW WATER SERVICE						
Total :				207.38	0.00	207.38
Supplier Total :				207.38	0.00	207.38
0002	45 ROBOTS INC					
40847	08-Aug-2017	Issued	176	C		239.35
1646	01-4-2500-000	PAYABLES - TRADE		239.35		
Invoice Description --> AVEP - 3 MONTH - EOC ALERTING SYSTEM - 3 MONTHS						
Total :				239.35	0.00	239.35
Supplier Total :				239.35	0.00	239.35
40900	30-Aug-2017	Issued	208	C		250.55
1500	01-4-2500-000	PAYABLES - TRADE		250.55		
Invoice Description --> AVEP - 3 MONTHS - EOC ALERTING SYSTEM						
Total :				250.55	0.00	250.55
Supplier Total :				489.90	0.00	489.90
0010	4IMPRINT INC.					
40860	22-Aug-2017	Issued	198	C		1262.03
5532905	01-4-2500-000	PAYABLES - TRADE		1262.03		
Invoice Description --> AVLF - ADVERTISING						
Total :				1262.03	0.00	1262.03
Supplier Total :				1262.03	0.00	1262.03
0076	666082 BC LTD (ALBERNI VALLEY BULLDOGS)					
40861	22-Aug-2017	Issued	198	C		21971.25
2407	01-4-2500-000	PAYABLES - TRADE		21971.25		
Invoice Description --> AVLF - ADVERTISING - BULLDOGS						
Total :				21971.25	0.00	21971.25
Supplier Total :				21971.25	0.00	21971.25
0012	ABELL PEST CONTROL INC					
000194-0002	16-Aug-2017	Issued	187	T		93.27
A0448571	01-4-2500-000	PAYABLES - TRADE		93.27		
Invoice Description --> AVLF- RECYCLING DEPOT - PEST CONTROL						
Total :				93.27	0.00	93.27
Supplier Total :				93.27	0.00	93.27

Cheque Register - Detail - Supp.



AP5100

Date : Sep 06, 2017

Page : 2

Time : 2:11 pm

Supplier : 0002 To Z4209
 Trans. Date : 01-Aug-2017 To 31-Aug-2017
 Cheque Date : 01-Aug-2017 To 31-Aug-2017
 Cheque No. : All
 Batch No. : All

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0016	ACE COURIER SERVICES					
000194-0003	16-Aug-2017	Issued	187	T	100.39	
14201950	01-4-2500-000	PAYABLES - TRADE		100.39		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES						
Total :				100.39	0.00	100.39
000195-0001	25-Aug-2017	Issued	199	T	255.07	
14204168	01-4-2500-000	PAYABLES - TRADE		16.82		
Invoice Description --> ACRD - POSTAGE						
14204166	01-4-2500-000	PAYABLES - TRADE		49.11		
Invoice Description --> SB - WATER MONITORING						
14203786	01-4-2500-000	PAYABLES - TRADE		189.14		
Invoice Description --> AVLF - WATER MONITORING - BCWS - WATER SYSTEM SUPPLIES						
Total :				255.07	0.00	255.07
Supplier Total :				355.46	0.00	355.46
0030	ACKLANDS-GRAINGER INC.					
000194-0004	16-Aug-2017	Issued	187	T	964.71	
9495172901	01-4-2500-000	PAYABLES - TRADE		10.33		
Invoice Description --> SLMP - SUPPLIES						
9511212244	01-4-2500-000	PAYABLES - TRADE		28.19		
Invoice Description --> SL PARKS - COUGAR SMITH PARK - GARBAGE BAGS						
9506511261	01-4-2500-000	PAYABLES - TRADE		36.31		
Invoice Description --> BCWS - SAFETY SUPPLIES						
9511212251	01-4-2500-000	PAYABLES - TRADE		66.91		
Invoice Description --> SL PARKS - COUGAR SMITH PARK - HAND TOWELS						
9506452623	01-4-2500-000	PAYABLES - TRADE		89.95		
Invoice Description --> SL PARKS - COUGAR SMITH PARK - TOILET PAPER						
9506759357	01-4-2500-000	PAYABLES - TRADE		331.96		
Invoice Description --> LBA - TERMINAL SUPPLIES						
9504743528	01-4-2500-000	PAYABLES - TRADE		401.06		
Invoice Description --> BVFD - SUPPLIES						
Total :				964.71	0.00	964.71
000195-0002	25-Aug-2017	Issued	199	T	145.87	
9505397969	01-4-2500-000	PAYABLES - TRADE		42.74		
Invoice Description --> SLVFD - EQUIPMENT						
9512411670	01-4-2500-000	PAYABLES - TRADE		103.13		
Invoice Description --> SLVFD - EQUIPMENT						
Total :				145.87	0.00	145.87
Supplier Total :				1110.58	0.00	1110.58
0024	ACTIVE ARBORIST					
40848	08-Aug-2017	Issued	176	C	231.00	
103	01-4-2500-000	PAYABLES - TRADE		231.00		
Invoice Description --> REGIONAL PARKS - TREE ASSESSMENT - HIGHLAND DR						

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



Supplier : 0002 To Z4209
Trans. Date : 01-Aug-2017 To 31-Aug-2017
Cheque Date : 01-Aug-2017 To 31-Aug-2017
Cheque No. : All
Batch No. : All

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				231.00	0.00	231.00
Supplier Total :				231.00	0.00	231.00

0059 ADELHARDT CONCRETE PLUS						
00195-0003	25-Aug-2017		Issued	199	T	25.00
142143	01-4-2500-000	PAYABLES - TRADE			25.00	
Invoice Description --> AVRA - SIGNAGE IMPROVEMENT - CAPITAL						
Total :				25.00	0.00	25.00
40893	24-Aug-2017		Issued	201	C	3650.00
142143-ADJUST	01-4-2500-000	PAYABLES - TRADE			3650.00	
Invoice Description --> AVRA - SIGNAGE IMPROVEMENT - CAPITAL						
Total :				3650.00	0.00	3650.00
Supplier Total :				3675.00	0.00	3675.00

0031 AGAT LABORATORIES						
00195-0004	25-Aug-2017		Issued	199	T	3893.39
17391691E	01-4-2500-000	PAYABLES - TRADE			782.51	
Invoice Description --> AVLF - WATER MONITORING						
17381309E	01-4-2500-000	PAYABLES - TRADE			987.26	
Invoice Description --> WCLF - WATER MONITORING						
17391048E	01-4-2500-000	PAYABLES - TRADE			1050.26	
Invoice Description --> AVLF - WATER MONITORING						
17391158E	01-4-2500-000	PAYABLES - TRADE			1073.36	
Invoice Description --> AVLF - WATER MONITORING						
Total :				3893.39	0.00	3893.39
Supplier Total :				3893.39	0.00	3893.39

0131 AGS BUSINESS SYSTEMS INC.						
00195-0005	25-Aug-2017		Issued	199	T	161.24
25605	01-4-2500-000	PAYABLES - TRADE			161.24	
Invoice Description --> SLVFD - C300SR - COPIER EXPENSE						
Total :				161.24	0.00	161.24
Supplier Total :				161.24	0.00	161.24

0060 ALBERNI COMMUNICATIONS & ELECTRONICS						
00194-0005	16-Aug-2017		Issued	187	T	104.02
23700	01-4-2500-000	PAYABLES - TRADE			30.10	
Invoice Description --> BCVFD - EQUIPMENT						
23707	01-4-2500-000	PAYABLES - TRADE			73.92	
Invoice Description --> BCVFD - EQUIPMENT						

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				104.02	0.00	104.02
000195-0006	25-Aug-2017	Issued	199	T		182.42
23760	01-4-2500-000	PAYABLES - TRADE		30.10		
Invoice Description --> SLVFD - EQUIPMENT MAINTENANCE						
23724	01-4-2500-000	PAYABLES - TRADE		152.32		
Invoice Description --> SLVFD - EQUIPMENT MAINTENANCE						
Total :				182.42	0.00	182.42
Supplier Total :				286.44	0.00	286.44

00021 ALBERNI DISTRICT CO-OP ASSOCIATION						
000195-0007	25-Aug-2017	Issued	199	T		1196.29
BCVFD - JUL/17	01-4-2500-000	PAYABLES - TRADE		413.72		
Invoice Description --> BCVFD - 0133967 - JULY FUEL						
ACRD - JUL/17	01-4-2500-000	PAYABLES - TRADE		782.57		
Invoice Description --> ACRD - 0141614 - JULY FUEL						
Total :				1196.29	0.00	1196.29
40901	30-Aug-2017	Issued	208	C		706.23
BCWS - JUL/17	01-4-2500-000	PAYABLES - TRADE		706.23		
Invoice Description --> BCWS - 0104372 - JULY FUEL						
Total :				706.23	0.00	706.23
Supplier Total :				1902.52	0.00	1902.52

00032 ALBERNI LANDSCAPING						
000195-0008	25-Aug-2017	Issued	199	T		1081.50
6541	01-4-2500-000	PAYABLES - TRADE		1081.50		
Invoice Description --> AVRA - GROUNDS MAINTENANCE - AVLF - KNOTWEED TREATMENT						
Total :				1081.50	0.00	1081.50
Supplier Total :				1081.50	0.00	1081.50

00380 ALBERNI SEPTIC TANK SERVICE						
40862	22-Aug-2017	Issued	198	C		318.85
14780	01-4-2500-000	PAYABLES - TRADE		145.60		
Invoice Description --> SLCP - AUGUST TOILET RENTAL - DICKSON PARK						
A-7704	01-4-2500-000	PAYABLES - TRADE		173.25		
Invoice Description --> SLCP - COUGAR SMITH PARK - SEPTIC						
Total :				318.85	0.00	318.85
Supplier Total :				318.85	0.00	318.85

00213 ALBERNI TOWING						
000194-0006	16-Aug-2017	Issued	187	T		144.90

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
24698	01-4-2500-000	PAYABLES - TRADE		72.45		
Invoice Description --> BCWS - DUMPER TRUCK						
26120	01-4-2500-000	PAYABLES - TRADE		72.45		
Invoice Description --> BCWS - TOW -						
Total :				144.90	0.00	144.90
Supplier Total :				144.90	0.00	144.90

0270 ANDREW SHERET LTD.						
00194-0007	16-Aug-2017	Issued	187	T		1476.09
03-039019	01-4-2500-000	PAYABLES - TRADE		53.27		
Invoice Description --> BCWS - NEW WATER SERVICE						
03-038873	01-4-2500-000	PAYABLES - TRADE		131.26		
Invoice Description --> BCWS - WATER SUPPLIES						
03-038399	01-4-2500-000	PAYABLES - TRADE		257.78		
Invoice Description --> BCWS - WATER SYSTEM SUPPLIES						
03-032684	01-4-2500-000	PAYABLES - TRADE		1033.78		
Invoice Description --> BCWS - WATER SYSTEM UPGRADES - CAPITAL						
Total :				1476.09	0.00	1476.09

00195-0009	25-Aug-2017	Issued	199	T		634.82
03-041230	01-4-2500-000	PAYABLES - TRADE		312.94		
Invoice Description --> BCWS - WATER SYSTEM REPAIR						
14-042865	01-4-2500-000	PAYABLES - TRADE		321.88		
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
Total :				634.82	0.00	634.82
Supplier Total :				2110.91	0.00	2110.91

0397 ASSOCIATION OF REGIONAL DISTRICT PLANNING MANAGERS C/O GERALD CHRI						
40863	22-Aug-2017	Issued	198	C		150.00
MI17MEM	01-4-2500-000	PAYABLES - TRADE		150.00		
Invoice Description --> MEMBERSHIP DUES 2017 - MIKE IRG						
Total :				150.00	0.00	150.00
Supplier Total :				150.00	0.00	150.00

0661 B. PLETTI CONTRACTING INC.						
40853	10-Aug-2017	Issued	183	C		19136.25
3480-1	01-4-2500-000	PAYABLES - TRADE		19136.25		
Invoice Description --> CCCP = CHERRY CREEK TRAIL						
Total :				19136.25	0.00	19136.25
Supplier Total :				19136.25	0.00	19136.25

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000195-0010	25-Aug-2017	Issued	199	T		35.50
183516	01-4-2500-000	PAYABLES - TRADE		9.13		
Invoice Description --> BWS - HYDRANT MAINTENANCE						
183507	01-4-2500-000	PAYABLES - TRADE		26.37		
Invoice Description --> BWS - HYDRANT MAINTENANCE						
Total :				35.50	0.00	35.50
Supplier Total :				35.50	0.00	35.50

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0503	BAMFIELD CENTENNIAL PARK					
40864	22-Aug-2017	Issued	198	C		6000.00
2017GIA	01-4-2500-000	PAYABLES - TRADE		6000.00		
Invoice Description --> 2017 GRANIT IN AID						
Total :				6000.00	0.00	6000.00
Supplier Total :				6000.00	0.00	6000.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0679	BAMFIELD COMMUNITY AFFAIRS SOCIETY					
40867	22-Aug-2017	Issued	198	C		7000.00
2017GIA	01-4-2500-000	PAYABLES - TRADE		7000.00		
Invoice Description --> 2017 GRANT IN AID						
Total :				7000.00	0.00	7000.00
Supplier Total :				7000.00	0.00	7000.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0660	BC HYDRO					
40865	22-Aug-2017	Issued	198	C		4488.20
400002858736	01-4-2500-000	PAYABLES - TRADE		4488.20		
Invoice Description --> ACRD - HYDRO CONSOLIDATED						
Total :				4488.20	0.00	4488.20
40902	30-Aug-2017	Issued	208	C		354.07
400002859220	01-4-2500-000	PAYABLES - TRADE		354.07		
Invoice Description --> SLVFD - LAKESHORE FIRE HALL						
Total :				354.07	0.00	354.07
Supplier Total :				4842.27	0.00	4842.27

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
0673	BC ONE CALL					
40903	30-Aug-2017	Issued	208	C		87.41
201709384	01-4-2500-000	PAYABLES - TRADE		87.41		
Invoice Description --> BCWS - 2ND QUARTER 2017 MEMBERSHIP FEES						
Total :				87.41	0.00	87.41
Supplier Total :				87.41	0.00	87.41

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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
0700	BC TRANSIT						
000194-0008	16-Aug-2017	Issued	187	T		36866.00	
517602	01-4-2500-000	PAYABLES - TRADE			18293.00		
Invoice Description --> MAY 2017 CUSTOM TRANSIT							
617602	01-4-2500-000	PAYABLES - TRADE			18573.00		
Invoice Description --> JUNE 2017 CUSTOM TRANSIT							
Total :					36866.00	0.00	36866.00
Supplier Total :					36866.00	0.00	36866.00

0677	BC WATER & WASTE ASSOC.						
40866	22-Aug-2017	Issued	198	C		99.00	
2017-KL-MEMBERS	01-4-2500-000	PAYABLES - TRADE			99.00		
Invoice Description --> 2017 MEMBERSHIP - KEITH LOOKER #3040							
Total :					99.00	0.00	99.00
Supplier Total :					99.00	0.00	99.00

0740	BEAVER CREEK HOME CENTER						
000195-0011	25-Aug-2017	Issued	199	T		41.16	
1707-696014	01-4-2500-000	PAYABLES - TRADE			17.54		
Invoice Description --> BCWS - PUMPHOUSE MAINTENANCE - STRICK RD							
1707-709291	01-4-2500-000	PAYABLES - TRADE			23.62		
Invoice Description --> AVRA - SIGN PROJECT - CAPITAL							
Total :					41.16	0.00	41.16
Supplier Total :					41.16	0.00	41.16

0745	BEAVER CREEK MARKET						
40868	22-Aug-2017	Issued	198	C		1016.36	
6864	01-4-2500-000	PAYABLES - TRADE			63.00		
Invoice Description --> BCCC - SUPPLIES							
6863	01-4-2500-000	PAYABLES - TRADE			953.36		
Invoice Description --> BCCC - SUPPLIES							
Total :					1016.36	0.00	1016.36
Supplier Total :					1016.36	0.00	1016.36

0791	BERRY & VALE CONTRACTING LTD					
000194-0009	16-Aug-2017	Issued	187	T		131596.24
22235	01-4-2500-000	PAYABLES - TRADE			691.95	
Invoice Description --> AVLF - GYPROC RECYCLING - CAPITAL						
22228	01-4-2500-000	PAYABLES - TRADE			1680.00	
Invoice Description --> AVLF - WOOD COMPOSTING & GRINDING						
22226	01-4-2500-000	PAYABLES - TRADE			1703.63	
Invoice Description --> AVLF - GYPROC RECYCLING - CAPITAL						

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

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description					
2233	01-4-2500-000	PAYABLES - TRADE			3593.39		
Invoice Description --> AVLF - GYPROC RECYCLING - CAPITAL							
2227	01-4-2500-000	PAYABLES - TRADE			5690.92		
Invoice Description --> AVLF - WOOD COMPOSTING & GRINDING							
2225	01-4-2500-000	PAYABLES - TRADE			11102.00		
Invoice Description --> AVLF - WASTE DIVERSION INITIATIVE							
2218	01-4-2500-000	PAYABLES - TRADE			38392.31		
Invoice Description --> WCLF - JULY CONTRACT \$34521.60, FREON \$1042.50							
2217	01-4-2500-000	PAYABLES - TRADE			68742.04		
Invoice Description --> AVLF - JULY CONTRACT \$63495.41, MMBC \$806.18, FREON \$804, OTHER \$363.02							
Total :					131596.24	0.00	131596.24
000195-0012	25-Aug-2017	Issued	199	T		179942.89	
2231	01-4-2500-000	PAYABLES - TRADE			1470.00		
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL							
2215	01-4-2500-000	PAYABLES - TRADE			2245.34		
Invoice Description --> AVLF - GYPROC RECYCLING							
2232	01-4-2500-000	PAYABLES - TRADE			9691.50		
Invoice Description --> AVLF - N.E. EXPANSION - CAPITAL							
2242	01-4-2500-000	PAYABLES - TRADE			11741.63		
Invoice Description --> AVLF - LEACHATE INTERCEPTION - CAPITAL							
2241	01-4-2500-000	PAYABLES - TRADE			14205.25		
Invoice Description --> AVLF - GYPROC RECYCLING - CAPITAL							
2234	01-4-2500-000	PAYABLES - TRADE			27157.20		
Invoice Description --> AVLF - N.E. EXPANSION - CAPITAL							
2230	01-4-2500-000	PAYABLES - TRADE			27239.57		
Invoice Description --> AVLF - N.E. EXPANSION - CAPITAL							
2240	01-4-2500-000	PAYABLES - TRADE			40680.15		
Invoice Description --> AVLF - N.E. EXPANSION - CAPITAL							
2229	01-4-2500-000	PAYABLES - TRADE			45512.25		
Invoice Description --> AVLF - N.E. EXPANSION - CAPITAL							
Total :					179942.89	0.00	179942.89
Supplier Total :					311539.13	0.00	311539.13

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description					
000195-0013	25-Aug-2017	Issued	199	T		397.68	
33233895	01-4-2500-000	PAYABLES - TRADE			397.68		
Invoice Description --> SB - DEMO ADMIN BUILD AD \$318.75 (CAPITAL) - BCWS - RECRUITING \$60							
Total :					397.68	0.00	397.68
Supplier Total :					397.68	0.00	397.68

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit
Invoice No.	Account No.	Account Description				
0040870	22-Aug-2017	Issued	198	C		1754.95
91569	01-4-2500-000	PAYABLES - TRADE			1754.95	
Invoice Description --> MSW - WATER SYSTEM REPAIRS - CAPITAL						

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Supplier	Supplier Name						Amount			
Chq/Ref #	Cheque Date	Status	Batch	Medium						
Invoice No.	Account No.	Account Description		Debit	Credit					
Total :								1754.95	0.00	1754.95
40904	30-Aug-2017	Issued	208	C			1854.16			
915750	01-4-2500-000	PAYABLES - TRADE		1854.16						
Invoice Description --> BCVFD - MAINTENANCE										
Total :								1854.16	0.00	1854.16
Supplier Total :								3609.11	0.00	3609.11

0843	BLUE ATLAS SAWMILLS LTD									
40905	30-Aug-2017	Issued	208	C			537.60			
477	01-4-2500-000	PAYABLES - TRADE		537.60						
Invoice Description --> AVRA - SING IMPROVEMENT - CAPITAL										
Total :								537.60	0.00	537.60
Supplier Total :								537.60	0.00	537.60

0916	BOWMARK CONCRETE LTD.									
40871	22-Aug-2017	Issued	198	C			1580.75			
16333	01-4-2500-000	PAYABLES - TRADE		391.55						
Invoice Description --> AVLF - LAND DEVELOPMENT - CAPITAL										
16355	01-4-2500-000	PAYABLES - TRADE		537.69						
Invoice Description --> BCVFD - UPGRADES - CAPITAL										
16293	01-4-2500-000	PAYABLES - TRADE		651.51						
Invoice Description --> BCVFD - UPGRADES - CAPITAL										
Total :								1580.75	0.00	1580.75
Supplier Total :								1580.75	0.00	1580.75

0950	BRETT, KENNETH									
000194-0010	16-Aug-2017	Issued	187	T			1000.00			
BRE180278	01-4-2500-000	PAYABLES - TRADE		1000.00						
Invoice Description --> ALBERNI VALLEY AIRPORT SUPERVISION										
Total :								1000.00	0.00	1000.00
Supplier Total :								1000.00	0.00	1000.00

1035	BUTLER, LES									
000194-0011	16-Aug-2017	Issued	187	T			3150.00			
2017-07	01-4-2500-000	PAYABLES - TRADE		3150.00						
Invoice Description --> BWS - JULY 2017 CONTRACTOR										
Total :								3150.00	0.00	3150.00
Supplier Total :								3150.00	0.00	3150.00

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000195-0014	25-Aug-2017	Issued	199	T		10.31
9627079537	01-4-2500-000	PAYABLES - TRADE		10.31		
Invoice Description --> PLANNING - BYLAW - POSTAGE						
Total :				10.31	0.00	10.31
Supplier Total :				10.31	0.00	10.31

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000195-0015	25-Aug-2017	Issued	199	T		3539.20
90385624	01-4-2500-000	PAYABLES - TRADE		3539.20		
Invoice Description --> PLANNING - AUTO CAD SUBSCRIPTION						
Total :				3539.20	0.00	3539.20
Supplier Total :				3539.20	0.00	3539.20

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000194-0012	16-Aug-2017	Issued	187	T		3150.00
00213	01-4-2500-000	PAYABLES - TRADE		3150.00		
Invoice Description --> JULY 2017 - IT SUPPORT \$2,825, WCLF \$75, SLVFD \$100						
Total :				3150.00	0.00	3150.00
Supplier Total :				3150.00	0.00	3150.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
040906	30-Aug-2017	Issued	208	C		167.88
JUNE30/17	01-4-2500-000	PAYABLES - TRADE		167.88		
Invoice Description --> SB - RECREATION - DOCK REPAIRS						
Total :				167.88	0.00	167.88
Supplier Total :				167.88	0.00	167.88

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
040907	30-Aug-2017	Issued	208	C		1199.05
AR006105	01-4-2500-000	PAYABLES - TRADE		1199.05		
Invoice Description --> BCVFD - TRAINING						
Total :				1199.05	0.00	1199.05
Supplier Total :				1199.05	0.00	1199.05

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000194-0013	16-Aug-2017	Issued	187	T		129680.00
2017GIAED	01-4-2500-000	PAYABLES - TRADE		21833.00		
Invoice Description --> 2017 GRANT IN AID - ECONOMIC DEVELOPMENT						
2017GIACCP&RC	01-4-2500-000	PAYABLES - TRADE		22509.00		
Invoice Description --> 2017 GIA - CHERRY CREEK PARKS & REC CONTRIBUTION						
2017GIASLP&RC	01-4-2500-000	PAYABLES - TRADE		24243.00		

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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
Invoice Description --> 2017 GIA - SPROAT LAKE PARKS & REC CONTRIBUTION							
2017GIAMCL	01-4-2500-000	PAYABLES - TRADE	29900.00				
Invoice Description --> 2017 GRANT IN AID - MCLEAN MILL							
2017GIABCP&RC	01-4-2500-000	PAYABLES - TRADE	31195.00				
Invoice Description --> 2017 GIA BEAVER CREEK PARKS & REC CONTRIBUTION							
Total :			129680.00	0.00	129680.00		
000195-0016	25-Aug-2017		Issued	199	T		387.45
JUN30/17-AVLF	01-4-2500-000	PAYABLES - TRADE	387.45				
Invoice Description --> AVLF - 3RD AVE DEPOT - LEACHATE							
Total :			387.45	0.00	387.45		
Supplier Total :			130067.45	0.00	130067.45		

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
1351	CIVICINFO BC						
000195-0017	25-Aug-2017		Issued	199	T		446.25
2017571	01-4-2500-000	PAYABLES - TRADE	446.25				
Invoice Description --> BCWS - RECRUITMENT							
Total :			446.25	0.00	446.25		
Supplier Total :			446.25	0.00	446.25		

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
0803	CLOVERDALE PAINT INC.						
40869	22-Aug-2017		Issued	198	C		116.58
084036760	01-4-2500-000	PAYABLES - TRADE	40.81				
Invoice Description --> BCWS - HYDRANT MAINTENANCE							
084037035	01-4-2500-000	PAYABLES - TRADE	75.77				
Invoice Description --> BCWS - HYDRANT MAINTENANCE							
Total :			116.58	0.00	116.58		
Supplier Total :			116.58	0.00	116.58		

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
1392	CMHA HEALTHY HARVEST FARM						
40873	22-Aug-2017		Issued	198	C		800.00
JULY22/17	01-4-2500-000	PAYABLES - TRADE	800.00				
Invoice Description --> PLANNING - GROW LOCAL - SD70 SCHOOL DAYS							
Total :			800.00	0.00	800.00		
Supplier Total :			800.00	0.00	800.00		

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
1382	COAST BC CATERING 2010						
000195-0018	25-Aug-2017		Issued	199	T		258.36
#42 - 2017	01-4-2500-000	PAYABLES - TRADE	81.59				
Invoice Description --> ACRD - CAO RECRUITMENT MEETINGS							
#44 - 2017	01-4-2500-000	PAYABLES - TRADE	176.77				
Invoice Description --> ACRD - CAO RECRUITMENT MEETINGS							

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				258.36	0.00	258.36
40908	30-Aug-2017		Issued	208	C	864.21
#36	01-4-2500-000	PAYABLES - TRADE				366.19
Invoice Description --> ACRD - COMMITTEE LUNCH						
36-2016	01-4-2500-000	PAYABLES - TRADE				498.02
Invoice Description --> AVEP - COASTAL RESPONSE						
Total :				864.21	0.00	864.21
Supplier Total :				1122.57	0.00	1122.57

1457 COLYN, JAKE						
40909	30-Aug-2017		Issued	208	C	250.00
2017-1028	01-4-2500-000	PAYABLES - TRADE				250.00
Invoice Description --> WOODSTOVE EXCHANGE PROGRAM - COLYN						
Total :				250.00	0.00	250.00
Supplier Total :				250.00	0.00	250.00

1459 COLYN'S LANDSCAPING LTD.						
40874	22-Aug-2017		Issued	198	C	84.00
170630	01-4-2500-000	PAYABLES - TRADE				84.00
Invoice Description --> AVL F - 3RD AVE DEPOT - MAINTENANCE						
Total :				84.00	0.00	84.00
Supplier Total :				84.00	0.00	84.00

0801 CORIX WATER PRODUCTS LTD.						
00195-0019	25-Aug-2017		Issued	199	T	2005.39
10716086330	01-4-2500-000	PAYABLES - TRADE				2005.39
Invoice Description --> BWS - WATER SYSTEM SUPPLIES						
Total :				2005.39	0.00	2005.39
Supplier Total :				2005.39	0.00	2005.39

1595 COWICHAN VALLEY REGIONAL DISTRICT						
00195-0020	25-Aug-2017		Issued	199	T	148.55
2017.19	01-4-2500-000	PAYABLES - TRADE				148.55
Invoice Description --> BCEP - PROJECT# 12 PUBLIC SAFETY EP						
Total :				148.55	0.00	148.55
Supplier Total :				148.55	0.00	148.55

1650 CUPE - LOCAL 118						
00195-0021	25-Aug-2017		Issued	199	T	1024.56
DUESAUG17	01-4-2500-000	PAYABLES - TRADE				1024.56

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> AUGUST 2017 UNION DUES						
Total :				1024.56	0.00	1024.56
Supplier Total :				1024.56	0.00	1024.56

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1672	D.A.S.T WELDING INC.					
40875	22-Aug-2017		Issued	198	C	3644.38
5556	01-4-2500-000	PAYABLES - TRADE				431.55
Invoice Description --> BCVFD - PARKING LOT IMPROVEMENTS - SIGNS - CAPITAL						
5505	01-4-2500-000	PAYABLES - TRADE				3212.83
Invoice Description --> AVLF - LAND DEVELOPMENT - CAPITAL						
Total :				3644.38	0.00	3644.38
Supplier Total :				3644.38	0.00	3644.38

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1681	D.K.I SERVICES LTD					
40910	30-Aug-2017		Issued	208	C	5649.00
3414	01-4-2500-000	PAYABLES - TRADE				5649.00
Invoice Description --> AVLF - CRACK SEALING LANDFILL RD - CAPITAL						
Total :				5649.00	0.00	5649.00
Supplier Total :				5649.00	0.00	5649.00

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1848	D.R.CLOUGH CONSULTING					
40911	30-Aug-2017		Issued	208	C	2689.37
ACRD17-4	01-4-2500-000	PAYABLES - TRADE				2689.37
Invoice Description --> AVLF - LAND DEVELOPMENT DL 105 - CAPITAL						
Total :				2689.37	0.00	2689.37
Supplier Total :				2689.37	0.00	2689.37

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1703	DALEY, D.J.					
00195-0022	25-Aug-2017		Issued	199	T	2523.95
274417	01-4-2500-000	PAYABLES - TRADE				938.95
Invoice Description --> JULY 2017 - MWS CONTRACTOR						
274418	01-4-2500-000	PAYABLES - TRADE				1585.00
Invoice Description --> JULY 2017 - LBA CONTRACTOR						
Total :				2523.95	0.00	2523.95
Supplier Total :				2523.95	0.00	2523.95

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
1709	DEER BAY CONTRACTING					
00195-0023	25-Aug-2017		Issued	199	T	1984.50
5034	01-4-2500-000	PAYABLES - TRADE				1984.50
Invoice Description --> SB - TRANSPORTATION - GRADING						

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				1984.50	0.00	1984.50
Supplier Total :				1984.50	0.00	1984.50

1718 DENIS FRANCOEUR BACKHOEING

00195-0024	25-Aug-2017		Issued	199	T	5770.45	
PC#3 - 3333	01-4-2500-000	PAYABLES - TRADE				5770.45	
Invoice Description --> CCCP - WALKING & BIKING TRAIL - PROGRESS 3							
Total :					5770.45	0.00	5770.45
Supplier Total :					5770.45	0.00	5770.45

5375 DISTRICT OF UCLUELET

40892	22-Aug-2017		Issued	198	C	22900.00	
2017EMGPLAN	01-4-2500-000	PAYABLES - TRADE				2000.00	
Invoice Description --> 2017 LONG BEACH EMERGENCY PLANNING							
2017LBBP	01-4-2500-000	PAYABLES - TRADE				7000.00	
Invoice Description --> 2017 SOUTH LONG BEACH MULTI-PURPOSE PATH							
2017SLBFP	01-4-2500-000	PAYABLES - TRADE				13900.00	
Invoice Description --> 2017 SOUTH LONG BEACH FIRE PROTECTION							
Total :					22900.00	0.00	22900.00
Supplier Total :					22900.00	0.00	22900.00

1779 DOLAN'S GASFITTING & HEATING LTD

40877	22-Aug-2017		Issued	198	C	1848.00	
8721	01-4-2500-000	PAYABLES - TRADE				1848.00	
Invoice Description --> ACRD - ANNUAL HEATING AND AIR COND. MAINTENANCE CONTRACT							
Total :					1848.00	0.00	1848.00
Supplier Total :					1848.00	0.00	1848.00

1780 DOLANS CONCRETE LTD.

00195-0025	25-Aug-2017		Issued	199	T	102.41	
G44792	01-4-2500-000	PAYABLES - TRADE				47.57	
Invoice Description --> BCWS - NEW WATER CONNECTION - LOTHIAN							
G44846	01-4-2500-000	PAYABLES - TRADE				54.84	
Invoice Description --> BCWS - SERVICE REPAIR							
Total :					102.41	0.00	102.41
Supplier Total :					102.41	0.00	102.41

1355 DOROTHY CLARKSTONE NOTARY CORPORATION

40872	22-Aug-2017		Issued	198	C	586.78
49247	01-4-2500-000	PAYABLES - TRADE				586.78
Invoice Description --> CCCP - RIGHT OF WAY ON BIKING/WALKING TRAIL						

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				586.78	0.00	586.78
Supplier Total :				586.78	0.00	586.78

1685	DORST, ADRIAN					
40876	22-Aug-2017	Issued	198	C		400.00
JULY 19/17	01-4-2500-000	PAYABLES - TRADE		400.00		
Invoice Description --> LBA - WILDLIFE MANAGEMENT TRAINING						
Total :				400.00	0.00	400.00
Supplier Total :				400.00	0.00	400.00

1847	DUPERE, JOHANNE					
00194-0014	16-Aug-2017	Issued	187	T		200.00
DUP180279	01-4-2500-000	PAYABLES - TRADE		200.00		
Invoice Description --> SPROAT PARKS CARETAKER						
Total :				200.00	0.00	200.00
Supplier Total :				200.00	0.00	200.00

0940	DUVALL, EDITH					
00191-0001	04-Aug-2017	Issued	175	T		1875.00
EDUVALL80082	01-4-2500-000	PAYABLES - TRADE		1875.00		
Invoice Description --> ACRD OFFICE - MONTHLY JANITORIAL						
Total :				1875.00	0.00	1875.00
Supplier Total :				1875.00	0.00	1875.00

1999	E-Z SEE REFLECTIVE ADDRESS SYSTEMS					
00195-0026	25-Aug-2017	Issued	199	T		373.80
357	01-4-2500-000	PAYABLES - TRADE		44.10		
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
368	01-4-2500-000	PAYABLES - TRADE		44.10		
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
363	01-4-2500-000	PAYABLES - TRADE		48.30		
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
370	01-4-2500-000	PAYABLES - TRADE		48.30		
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
367	01-4-2500-000	PAYABLES - TRADE		92.40		
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
359	01-4-2500-000	PAYABLES - TRADE		96.60		
Invoice Description --> SLVFD - ADDRESS SIGNAGE - FIRE PREVENTION						
Total :				373.80	0.00	373.80
Supplier Total :				373.80	0.00	373.80

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
1934	EDEN TREE FARM AND GARDENING					
000195-0027	25-Aug-2017	Issued	199	T		2598.75
#7JULY2017	01-4-2500-000	PAYABLES - TRADE		2598.75		
Invoice Description --> PLANNING - AG SUPPORT \$2262.50, GROW LOCAL \$212.50						
Total :				2598.75	0.00	2598.75
Supplier Total :				2598.75	0.00	2598.75
1950	ENEX FUELS					
40878	22-Aug-2017	Issued	198	C		26881.19
234831	01-4-2500-000	PAYABLES - TRADE		26881.19		
Invoice Description --> AVRA - FUEL						
Total :				26881.19	0.00	26881.19
Supplier Total :				26881.19	0.00	26881.19
1980	ESRI CANADA LTD.					
000195-0028	25-Aug-2017	Issued	199	T		220.50
0021-0015	01-4-2500-000	PAYABLES - TRADE		110.25		
Invoice Description --> PLANNING - ERSI CONFERENCE - VICTORIA - HALLBERG DODDS						
0021-0016	01-4-2500-000	PAYABLES - TRADE		110.25		
Invoice Description --> PLANNING - ERSI CONFERENCE - VICTORIA - WILSON						
Total :				220.50	0.00	220.50
Supplier Total :				220.50	0.00	220.50
1990	EVITT ELECTRIC					
000195-0029	25-Aug-2017	Issued	199	T		57.96
06403C	01-4-2500-000	PAYABLES - TRADE		57.96		
Invoice Description --> AVLF - LAND DEVELOPMENT - CAPITAL						
Total :				57.96	0.00	57.96
Supplier Total :				57.96	0.00	57.96
2099	FOOTPRINTS SECURITY PATROL INC.					
000195-0030	25-Aug-2017	Issued	199	T		1365.00
73664	01-4-2500-000	PAYABLES - TRADE		1365.00		
Invoice Description --> SL PARKS - DICKSON PARK - SECURITY						
Total :				1365.00	0.00	1365.00
Supplier Total :				1365.00	0.00	1365.00
2067	FORTISBC					
40912	30-Aug-2017	Issued	208	C		39.79
JULY24/17	01-4-2500-000	PAYABLES - TRADE		39.79		
Invoice Description --> BCVFD - MONTHLY NATURAL GAS FOR HALL						

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Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
Total :					39.79	0.00	39.79
Supplier Total :					39.79	0.00	39.79
2140	GEDDES, RICHARD D.						
00194-0015	16-Aug-2017		Issued	187	T	55.00	
RG-SLVFD0180281	01-4-2500-000	PAYABLES - TRADE			55.00		
Invoice Description -->		SLVFD - MONTHLY PHONE REIMBURSEMENT					
Total :					55.00	0.00	55.00
Supplier Total :					55.00	0.00	55.00
2240	GIBSON BROTHERS CONTRACTING LTD.						
40854	10-Aug-2017		Issued	183	C	11760.00	
17499	01-4-2500-000	PAYABLES - TRADE			11760.00		
Invoice Description -->		LBA - HYDRANT INSTALLATION - CAPITAL					
Total :					11760.00	0.00	11760.00
Supplier Total :					11760.00	0.00	11760.00
2366	HACH SALES & SERVICE CANADA LP						
40914	30-Aug-2017		Issued	208	C	126.80	
148743	01-4-2500-000	PAYABLES - TRADE			126.80		
Invoice Description -->		BCWS - WATER MONITORING					
Total :					126.80	0.00	126.80
Supplier Total :					126.80	0.00	126.80
2438	HANSEN, ALLAN						
40915	30-Aug-2017		Issued	208	C	250.00	
1024-2017	01-4-2500-000	PAYABLES - TRADE			250.00		
Invoice Description -->		WOODSTOVE EXCHANGE PROGRAM - HANSEN					
Total :					250.00	0.00	250.00
Supplier Total :					250.00	0.00	250.00
3511	HARRIS & COMPANY LLP						
40883	22-Aug-2017		Issued	198	C	2995.33	
00828001	01-4-2500-000	PAYABLES - TRADE			2995.33		
Invoice Description -->		CAO RECRUITING EXPENSES					
Total :					2995.33	0.00	2995.33
Supplier Total :					2995.33	0.00	2995.33

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
40855	10-Aug-2017	Issued	183	C		5066.25
CHP1744	01-4-2500-000	PAYABLES - TRADE		2493.75		
Invoice Description --> AVLF - 3RD AVE DEPOT - EXTERIOR PAINTING - CAPITAL						
CHP1736	01-4-2500-000	PAYABLES - TRADE		2572.50		
Invoice Description --> AVRA - BUILDING PAINTING						
Total :				5066.25	0.00	5066.25
Supplier Total :				5066.25	0.00	5066.25

2485 HOLDER, DAN						
40856	10-Aug-2017	Issued	183	C		7245.00
JUL31/17-ESC	01-4-2500-000	PAYABLES - TRADE		3465.00		
Invoice Description --> EMERGENCY SERVICES COORDINATOR - JULY 2017						
JUL31/17-FSC	01-4-2500-000	PAYABLES - TRADE		3780.00		
Invoice Description --> FIRE SERVICES COORDINATOR - JULY 2017						
Total :				7245.00	0.00	7245.00
Supplier Total :				7245.00	0.00	7245.00

2521 HORNET EXCAVATING						
40917	30-Aug-2017	Issued	208	C		703.50
526	01-4-2500-000	PAYABLES - TRADE		330.75		
Invoice Description --> BCWS - MAINTENANCE						
520	01-4-2500-000	PAYABLES - TRADE		372.75		
Invoice Description --> AVLF - LAND DEVELOPMENT - DL105 - CAPITAL						
Total :				703.50	0.00	703.50
Supplier Total :				703.50	0.00	703.50

2748 ISLAND BEVERAGE SERVICES						
40918	30-Aug-2017	Issued	208	C		108.78
16388	01-4-2500-000	PAYABLES - TRADE		108.78		
Invoice Description --> ACRD - OFFICE SUPPLIES						
Total :				108.78	0.00	108.78
Supplier Total :				108.78	0.00	108.78

2475 ISLANDS EQUIPMENT RENTALS						
40916	30-Aug-2017	Issued	208	C		191.87
60695-1	01-4-2500-000	PAYABLES - TRADE		191.87		
Invoice Description --> BCWS - WATER SYSTEM REPAIRS						
Total :				191.87	0.00	191.87
Supplier Total :				191.87	0.00	191.87

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Invoice No.	Account No.	Account Description	Debit	Credit				
40880	22-Aug-2017		Issued	198	C	179.50		
J07/31/17- CL#1247!	01-4-2500-000	PAYABLES - TRADE				179.50		
Invoice Description --> ACRD - COMMISSION PD TO COLLECTION FOR A/R								
Total :						179.50	0.00	179.50
Supplier Total :						179.50	0.00	179.50
2816	J.W.BERRY TRUCKING LTD.							
40857	10-Aug-2017		Issued	183	C	17339.62		
12327	01-4-2500-000	PAYABLES - TRADE				17339.62		
Invoice Description --> AVLF - WOOD WASTE MAINTENENCE								
Total :						17339.62	0.00	17339.62
Supplier Total :						17339.62	0.00	17339.62
40919	30-Aug-2017		Issued	208	C	899.47		
12341	01-4-2500-000	PAYABLES - TRADE				899.47		
Invoice Description --> AVLF - WOOD WASTE MAINTENANCE								
Total :						899.47	0.00	899.47
Supplier Total :						899.47	0.00	899.47
2787	JACKSON, ROBERT							
000194-0016	16-Aug-2017		Issued	187	T	77.65		
CSPNOV1280280	01-4-2500-000	PAYABLES - TRADE				77.65		
Invoice Description --> SL PARKS - COUGAR SMITH REIMBURSEMENT FOR HYDRO USAGE								
Total :						77.65	0.00	77.65
Supplier Total :						77.65	0.00	77.65
2840	JUSTICE INSTITUTE OF BC							
40881	22-Aug-2017		Issued	198	C	1068.25		
20049158	01-4-2500-000	PAYABLES - TRADE				40.00		
Invoice Description --> BCVFD - TRAINING								
33306	01-4-2500-000	PAYABLES - TRADE				77.64		
Invoice Description --> SLVFD - TRAINING								
33322	01-4-2500-000	PAYABLES - TRADE				950.61		
Invoice Description --> SLVFD - TRAINING								
Total :						1068.25	0.00	1068.25
Supplier Total :						1068.25	0.00	1068.25
2846	KELLY, MARK							
000195-0031	25-Aug-2017		Issued	199	T	120.00		
JULY01/17	01-4-2500-000	PAYABLES - TRADE				120.00		
Invoice Description --> BWS - VALVE REPLACEMENT								
Total :						120.00	0.00	120.00

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Supplier : 0002 To Z4209
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Cheque Date : 01-Aug-2017 To 31-Aug-2017
Cheque No. : All
Batch No. : All

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

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Supplier Total :						120.00	0.00	120.00

2908	KIRINCIC, STEVE							
40849	08-Aug-2017		Issued	176	C	105.00		
JULY25/17	01-4-2500-000	PAYABLES - TRADE			105.00			
Invoice Description --> SB - PUMP AND HAUL REFUND - KIRINCIC 1093 SIXTH								
Total :						105.00	0.00	105.00
Supplier Total :						105.00	0.00	105.00

2893	KLEHKOOT MARINA							
000195-0032	25-Aug-2017		Issued	199	T	194.20		
41-44	01-4-2500-000	PAYABLES - TRADE			194.20			
Invoice Description --> SLMP - JULY FUEL								
Total :						194.20	0.00	194.20
Supplier Total :						194.20	0.00	194.20

2877	KOERS & ASSOCIATES ENGINEERING LTD.							
000195-0033	25-Aug-2017		Issued	199	T	9495.94		
1634-015	01-4-2500-000	PAYABLES - TRADE			9495.94			
Invoice Description --> BWS - WATER TREATMENT PLANT - CAPITAL								
Total :						9495.94	0.00	9495.94
Supplier Total :						9495.94	0.00	9495.94

2892	L.A. MARINE LTD.							
40920	30-Aug-2017		Issued	208	C	319.71		
21924	01-4-2500-000	PAYABLES - TRADE			50.99			
Invoice Description --> SLMP - BOAT EXPENSE								
22156	01-4-2500-000	PAYABLES - TRADE			268.72			
Invoice Description --> SLMP - BATTERY FOR BOAT								
Total :						319.71	0.00	319.71
Supplier Total :						319.71	0.00	319.71

3133	LUNCHBOX FABRICATIONS							
40859	15-Aug-2017		Issued	188	C	90.00		
G.L. EPISODE 3	01-4-2500-000	PAYABLES - TRADE			90.00			
Invoice Description --> PLANNING - GROW LOCAL SHAW PROJECT EPISODE 3								
Total :						90.00	0.00	90.00
Supplier Total :						90.00	0.00	90.00

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Batch No. : All

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

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000194-0017	16-Aug-2017	Issued	187	T		6500.00
JUL31/17	01-4-2500-000	PAYABLES - TRADE		6500.00		
Invoice Description --> ACHN - COORDINATOR - JULY 2017						
Total :				6500.00	0.00	6500.00
Supplier Total :				6500.00	0.00	6500.00

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000195-0034	25-Aug-2017	Issued	199	T		1328.81
4062	01-4-2500-000	PAYABLES - TRADE		1328.81		
Invoice Description --> BCWS - NEW WATER SERVICE - SPORTSMAN RD						
Total :				1328.81	0.00	1328.81
Supplier Total :				1328.81	0.00	1328.81

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000195-0035	30-Aug-2017	Issued	208	C		682.76
4596	01-4-2500-000	PAYABLES - TRADE		682.76		
Invoice Description --> ACRD - OFFICE APR - JUNE OUTSIDE MAINTENANCE						
Total :				682.76	0.00	682.76
Supplier Total :				682.76	0.00	682.76

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000195-0035	25-Aug-2017	Issued	199	T		1034.25
2231 060384	01-4-2500-000	PAYABLES - TRADE		1034.25		
Invoice Description --> AV REGIONAL WATER - SPROAT LAKE WATER SUPPLY						
Total :				1034.25	0.00	1034.25
Supplier Total :				1034.25	0.00	1034.25

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
000194-0018	16-Aug-2017	Issued	187	T		18266.66
16178	01-4-2500-000	PAYABLES - TRADE		144.38		
Invoice Description --> WCLF - LEACHATE INVESTIGATION & REMEDIATION - CAPITAL						
16175	01-4-2500-000	PAYABLES - TRADE		153.56		
Invoice Description --> WCLF - GENERAL CONSULTING						
16171	01-4-2500-000	PAYABLES - TRADE		177.19		
Invoice Description --> AVLF - ACCESS RD PAVING - CAPITAL						
16180	01-4-2500-000	PAYABLES - TRADE		238.72		
Invoice Description --> CCCP - CHERRY CREEK TRAIL						
16174	01-4-2500-000	PAYABLES - TRADE		311.06		
Invoice Description --> AVLF - GENERAL CONSULTING						
16181	01-4-2500-000	PAYABLES - TRADE		708.75		
Invoice Description --> AVLF - LEACHATE METERING - CAPITAL						
16164	01-4-2500-000	PAYABLES - TRADE		930.56		
Invoice Description --> MWS - WATER SYSTEM ASSESSMENT - CAPITAL						

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Supplier : 0002 To Z4209
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Cheque Date : 01-Aug-2017 To 31-Aug-2017
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Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description					
16179	01-4-2500-000	PAYABLES - TRADE			1052.42		
Invoice Description --> AVLF - GYPROC RECYCLING - CAPITAL							
16176	01-4-2500-000	PAYABLES - TRADE			2542.37		
Invoice Description --> WCLF - ANNUAL REPORTING							
16183	01-4-2500-000	PAYABLES - TRADE			4696.59		
Invoice Description --> CCCP - MOORE RD TRAIL							
16177	01-4-2500-000	PAYABLES - TRADE			7311.06		
Invoice Description --> AVLF - NE EXPANSION - CAPITAL							
Total :					18266.66	0.00	18266.66
00195-0036	25-Aug-2017	Issued	199	T		6661.76	
16222	01-4-2500-000	PAYABLES - TRADE			141.75		
Invoice Description --> AVLF - GENERAL CONSULTING							
16211	01-4-2500-000	PAYABLES - TRADE			358.31		
Invoice Description --> LBA - WATER SYSTEM EVALUATION - CAPITAL							
16224	01-4-2500-000	PAYABLES - TRADE			433.03		
Invoice Description --> ALVF - GYPROC RECYCLING - CAPITAL							
16225	01-4-2500-000	PAYABLES - TRADE			1265.94		
Invoice Description --> AVLF - WASTE DIVERSION INFRASTRUCTURE- CAPITAL							
16223	01-4-2500-000	PAYABLES - TRADE			2090.14		
Invoice Description --> AVLF - N.E. EXPANSION - CAPITAL							
16242	01-4-2500-000	PAYABLES - TRADE			2372.59		
Invoice Description --> CCCP - CHERRY CREEK TRAIL							
Total :					6661.76	0.00	6661.76
Supplier Total :					24928.42	0.00	24928.42

3370 MINISTER OF FINANCE							
CREDIT-INV	11-Aug-2017	Cleared	186	R		0.00	
AVRA-SUBDIVISION	01-4-2500-000	PAYABLES - TRADE			-350.00		
Invoice Description --> AVRA - CREDIT SUBDIVISION APPLICATION FEE							
AVRA-SUBDIVISION	01-4-2500-000	PAYABLES - TRADE			350.00		
Invoice Description --> AVRA - SUBDIVISION APPLICATION FEE							
Total :					0.00	0.00	0.00
Supplier Total :					0.00	0.00	0.00

3340 MINISTER OF FINANCE							
40882	22-Aug-2017	Issued	198	C		2250.00	
MSPAUG/17	01-4-2500-000	PAYABLES - TRADE			2250.00		
Invoice Description --> MSP PREMIUMS FOR AUG 2017							
Total :					2250.00	0.00	2250.00
Supplier Total :					2250.00	0.00	2250.00

3376 MINISTER OF FINANCE						
40922	30-Aug-2017	Issued	208	C		

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Supplier : 0002 To Z4209
Trans. Date : 01-Aug-2017 To 31-Aug-2017
Cheque Date : 01-Aug-2017 To 31-Aug-2017
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Batch No. : All

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
WSI294215-16	01-4-2500-000	PAYABLES - TRADE		955.34		
Invoice Description --> BCWS - WATER PERMIT - CLIENT NO. 009937						
Total :				955.34	0.00	955.34
Supplier Total :				955.34	0.00	955.34

3500 MUNICIPAL FINANCE AUTHORITY OF BC						
EFT-21	01-Aug-2017		Issued	214	E	1467.70
LBATRACAUG17	01-4-2500-000	PAYABLES - TRADE			1467.70	
Invoice Description --> LBA KUBOTA TRACTOR MFA EQUIPMENT FINANCING						
Total :				1467.70	0.00	1467.70
EFT-22	01-Aug-2017		Issued	214	E	7546.50
AVRA08/17	01-4-2500-000	PAYABLES - TRADE			7546.50	
Invoice Description --> AVRA SHORT TERM BORROWING INTEREST						
Total :				7546.50	0.00	7546.50
Supplier Total :				9014.20	0.00	9014.20

3490 MUNICIPAL PENSION PLAN						
EFT-17	10-Aug-2017		Issued	168	E	10169.45
PP#15 - 2017	01-4-2500-000	PAYABLES - TRADE			10169.45	
Invoice Description --> PP # 15 - 2017 PENSION REMITTANCE						
Total :				10169.45	0.00	10169.45
EFT-18	24-Aug-2017		Issued	181	E	10306.41
PP#16 - 2017	01-4-2500-000	PAYABLES - TRADE			10306.41	
Invoice Description --> PP # 16 - 2017 PENSION REMITTANCE						
Total :				10306.41	0.00	10306.41
Supplier Total :				20475.86	0.00	20475.86

3551 MYRES, LINDA						
00195-0037	25-Aug-2017		Issued	199	T	832.73
2017.31	01-4-2500-000	PAYABLES - TRADE			832.73	
Invoice Description --> BCEP - MATERIALS & SUPPLIES - ANTENNA SYSTEM						
Total :				832.73	0.00	832.73
Supplier Total :				832.73	0.00	832.73

3578 NAUJOKS, SABINE						
40884	22-Aug-2017		Issued	198	C	300.00
AUG15/17	01-4-2500-000	PAYABLES - TRADE			300.00	
Invoice Description --> REFUND - SUBDIVISION SC17003 REFERRAL FEE						
Total :				300.00	0.00	300.00

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

Supplier	Supplier Name		Status	Batch	Medium	Amount		
Chq/Ref #	Cheque Date							
Invoice No.	Account No.	Account Description			Debit	Credit		
Supplier Total :						300.00	0.00	300.00

3600	NEOPOST							
00194-0019	16-Aug-2017		Issued	187	T	2456.92		
8000202700170731	01-4-2500-000	PAYABLES - TRADE			2456.92			
Invoice Description -->		ACRD - POSTAGE						
Total :						2456.92	0.00	2456.92
Supplier Total :						2456.92	0.00	2456.92

3705	NURNDY-FORFIRE EMERGENCY GRAPHICS LTD.							
40923	30-Aug-2017		Issued	208	C	171.65		
21066	01-4-2500-000	PAYABLES - TRADE			171.65			
Invoice Description -->		SLVFD - EQUIPMENT						
Total :						171.65	0.00	171.65
Supplier Total :						171.65	0.00	171.65

3828	P.D. MCLAREN LTD							
40924	30-Aug-2017		Issued	208	C	4586.60		
283611	01-4-2500-000	PAYABLES - TRADE			4586.60			
Invoice Description -->		AVRA - MAINTENANCE ON FUEL TANK						
Total :						4586.60	0.00	4586.60
Supplier Total :						4586.60	0.00	4586.60

3792	PACIFIC BLUE CROSS							
EFT-8	01-Aug-2017		Issued	205	E	8222.51		
499674	01-4-2500-000	PAYABLES - TRADE			8222.51			
Invoice Description -->		AUG 2017 - HEALTH, DENTAL & DISABILITY PREMIUMS						
Total :						8222.51	0.00	8222.51
Supplier Total :						8222.51	0.00	8222.51

3883	PACIFIC SANDS BEACH RESORT							
40925	30-Aug-2017		Issued	208	C	2230.80		
AUG29/17	01-4-2500-000	PAYABLES - TRADE			2230.80			
Invoice Description -->		WCLF - REFUND TIPPING FEES - WRONG ACCOUNT						
Total :						2230.80	0.00	2230.80
Supplier Total :						2230.80	0.00	2230.80

4141	PEET, ELLEN							
40885	22-Aug-2017		Issued	198	C	1500.00		
AUG15/17	01-4-2500-000	PAYABLES - TRADE			1500.00			

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Supplier : 0002 To Z4209
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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> SB - RECREATION - PETTY CASH						
Total :				1500.00	0.00	1500.00
Supplier Total :				1500.00	0.00	1500.00

3797	PITEAU ASSOCIATES					
000194-0020	16-Aug-2017	Issued	187	T		9797.82
18534	01-4-2500-000	PAYABLES - TRADE		328.13		
Invoice Description --> AVLF - NE EXPANSION - CAPITAL						
18533	01-4-2500-000	PAYABLES - TRADE		9469.69		
Invoice Description --> ALVF - SOUTH EXPANSION - CAPITAL						
Total :				9797.82	0.00	9797.82
Supplier Total :				9797.82	0.00	9797.82

4151	PROLINE GLASS LTD.					
40926	30-Aug-2017	Issued	208	C		124.35
07714	01-4-2500-000	PAYABLES - TRADE		124.35		
Invoice Description --> LBA - MAINTENANCE						
Total :				124.35	0.00	124.35
Supplier Total :				124.35	0.00	124.35

4220	RAYNER & BRACHT LTD					
40927	30-Aug-2017	Issued	208	C		3483.20
2017141	01-4-2500-000	PAYABLES - TRADE		3483.20		
Invoice Description --> AVLF - BAMFIELD BIN CHARGES - JULY 2017						
Total :				3483.20	0.00	3483.20
Supplier Total :				3483.20	0.00	3483.20

4280	RECEIVER GENERAL FOR CANADA					
40858	10-Aug-2017	Issued	183	C		20124.18
PP#16 - 2017 - DIR	01-4-2500-000	PAYABLES - TRADE		1483.25		
Invoice Description --> TAX REMITTANCE FOR PP # 16 - 2017 - DIRECTORS						
PP#16 - 2017	01-4-2500-000	PAYABLES - TRADE		18640.93		
Invoice Description --> TAX REMITTANCE FOR PP # 16 - 2017						
Total :				20124.18	0.00	20124.18
40886	22-Aug-2017	Issued	198	C		20572.79
PP#17 - 2017	01-4-2500-000	PAYABLES - TRADE		20572.79		
Invoice Description --> TAX REMITTANCE FOR PP # 17 - 2017						
Total :				20572.79	0.00	20572.79
Supplier Total :				40696.97	0.00	40696.97

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

Supplier	Supplier Name		Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date						
Invoice No.	Account No.	Account Description			Debit	Credit	
4306	REDCAN GOURMET						
000194-0021	16-Aug-2017		Issued	187	T	276.15	
1193	01-4-2500-000	PAYABLES - TRADE			276.15		
Invoice Description --> ACRD - COMMITTEE EXPENSE							
Total :					276.15	0.00	276.15
Supplier Total :					276.15	0.00	276.15
4475	ROCKY MOUNTAIN PHOENIX						
000194-0022	16-Aug-2017		Issued	187	T	6015.57	
IN0104480	01-4-2500-000	PAYABLES - TRADE			6015.57		
Invoice Description --> BVFD - TURN OUT GEAR							
Total :					6015.57	0.00	6015.57
Supplier Total :					6015.57	0.00	6015.57
4888	SEVIGNY, SHELLY						
000194-0023	16-Aug-2017		Issued	187	T	415.00	
JULY/2017	01-4-2500-000	PAYABLES - TRADE			415.00		
Invoice Description --> SLVFD - OFFICE ADMIN							
Total :					415.00	0.00	415.00
Supplier Total :					415.00	0.00	415.00
4596	SHADES TANKERS (1976) LTD						
000194-0024	16-Aug-2017		Issued	187	T	18763.58	
17-237	01-4-2500-000	PAYABLES - TRADE			18763.58		
Invoice Description --> SB - DUST SEAL ROAD SURFACE TREATMENT							
Total :					18763.58	0.00	18763.58
Supplier Total :					18763.58	0.00	18763.58
4645	SHAW CABLE						
40887	22-Aug-2017		Issued	198	C	769.20	
ACRD - 01-AUG-17	01-4-2500-000	PAYABLES - TRADE			265.48		
Invoice Description --> ACRD - ACCT # 012-3529-6377							
BCWS - 01-AUG-17	01-4-2500-000	PAYABLES - TRADE			503.72		
Invoice Description --> BCWS - ACCT # 012-8095-8259							
Total :					769.20	0.00	769.20
Supplier Total :					769.20	0.00	769.20
4646	SHAW CABLESYSTEMS G.P.						
40888	22-Aug-2017		Issued	198	C	971.88	
AUG/17-FABER RD	01-4-2500-000	PAYABLES - TRADE			72.69		
Invoice Description --> SLVFD - ACCT#012-8269-3504 - FABER RD							

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

Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
AUG/17-LAKESHOR	01-4-2500-000	PAYABLES - TRADE	72.69				
Invoice Description --> SLVFD - ACCT#012-8269-3473 - LAKESHORE RD							
AUG/17-PACCIFIC F	01-4-2500-000	PAYABLES - TRADE	141.50				
Invoice Description --> SLVFD - ACCT#012-8186-3376 - PACIFIC RIM HWY							
BCVFD - AUG01/17	01-4-2500-000	PAYABLES - TRADE	209.76				
Invoice Description --> BCVFD - ACCT #012-7703-7133							
BCVFD - SEPT01/17	01-4-2500-000	PAYABLES - TRADE	209.76				
Invoice Description --> BCVFD - ACCT #012-7703-7133							
ACRD - 01-SEP-17	01-4-2500-000	PAYABLES - TRADE	265.48				
Invoice Description --> ACRD - ACCT # 012-3529-6377							
Total :			971.88	0.00			971.88
Supplier Total :			971.88	0.00			971.88

4610	SIGNWORKS						
40928	30-Aug-2017	Issued	208	C			224.00
5357	01-4-2500-000	PAYABLES - TRADE				224.00	
Invoice Description --> SLVFD - SUPPLIES							
Total :					224.00	0.00	224.00
Supplier Total :					224.00	0.00	224.00

4717	SMITH, RYAN						
000194-0025	16-Aug-2017	Issued	187	T			5692.24
PCJUL/17	01-4-2500-000	PAYABLES - TRADE				142.55	
Invoice Description --> SB - SEWAGE \$93.05 - REC \$49.50							
JUL31/17	01-4-2500-000	PAYABLES - TRADE				5549.69	
Invoice Description --> SALMON BEACH SEWAGE							
Total :					5692.24	0.00	5692.24
Supplier Total :					5692.24	0.00	5692.24

4730	SMITH, ALAN						
40850	08-Aug-2017	Issued	176	C			250.00
2017-1023	01-4-2500-000	PAYABLES - TRADE				250.00	
Invoice Description --> WOODSTOVE EXCHANGE PROGRAM - SMITH							
Total :					250.00	0.00	250.00
Supplier Total :					250.00	0.00	250.00

4728	SONBIRD REFUSE & RECYCLING LTD.						
000194-0026	16-Aug-2017	Issued	187	T			14840.24
29042	01-4-2500-000	PAYABLES - TRADE				14840.24	
Invoice Description --> JULY 2017 WC GARBAGE & RECYCLING							
Total :					14840.24	0.00	14840.24

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

Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				14840.24	0.00	14840.24

4788 STAPLES ADVANTAGE							
40930	30-Aug-2017		Issued	208	541.09		
44931449	01-4-2500-000	PAYABLES - TRADE			81.61		
Invoice Description --> ACRD - OFFICE SUPPLIES							
44966325	01-4-2500-000	PAYABLES - TRADE			82.89		
Invoice Description --> ACRD - OFFICE SUPPLIES							
45048567	01-4-2500-000	PAYABLES - TRADE			95.56		
Invoice Description --> ACRD - OFFICE SUPPLIES							
45158302	01-4-2500-000	PAYABLES - TRADE			281.03		
Invoice Description --> ACRD - OFFICE SUPPLIES							
Total :					541.09	0.00	541.09
Supplier Total :					541.09	0.00	541.09

4753 STEAM TRAIN CREATIVE							
40929	30-Aug-2017		Issued	208	32.67		
00772	01-4-2500-000	PAYABLES - TRADE			32.67		
Invoice Description --> LBA - DOMAIN PURCHASE							
Total :					32.67	0.00	32.67
Supplier Total :					32.67	0.00	32.67

4785 STEWART MCDANNOLD STUART							
00194-0027	16-Aug-2017		Issued	187	6856.47		
76272	01-4-2500-000	PAYABLES - TRADE			646.81		
Invoice Description --> LEGAL FEES							
76270	01-4-2500-000	PAYABLES - TRADE			911.17		
Invoice Description --> LEGAL FEES							
76520	01-4-2500-000	PAYABLES - TRADE			5298.49		
Invoice Description --> LEGAL FEES							
Total :					6856.47	0.00	6856.47

00195-0038	25-Aug-2017		Issued	199	3156.86		
76552	01-4-2500-000	PAYABLES - TRADE			123.20		
Invoice Description --> LEGAL FEES							
76268	01-4-2500-000	PAYABLES - TRADE			308.33		
Invoice Description --> LEGAL FEES							
76553	01-4-2500-000	PAYABLES - TRADE			2725.33		
Invoice Description --> LEGAL FEES							
Total :					3156.86	0.00	3156.86
Supplier Total :					10013.33	0.00	10013.33

4885 SUN COAST WASTE SERVICES					
00194-0028	16-Aug-2017		Issued	187	23970.83

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
164833	01-4-2500-000	PAYABLES - TRADE		23970.83		
Invoice Description --> JULY 2017 - AV RECYCLING CONTRACT						
Total :				23970.83	0.00	23970.83
00195-0039	25-Aug-2017		Issued	199	T	4459.61
JUN30/17	01-4-2500-000	PAYABLES - TRADE		4459.61		
Invoice Description --> AVLF - 3RD AVE DEPOT BAILING INCENTIVE - APR - JUNE						
Total :				4459.61	0.00	4459.61
Supplier Total :				28430.44	0.00	28430.44

Supplier	Supplier Name	Status	Batch	Medium	Amount	
4917	SUPERIOR PROPANE					
40931	30-Aug-2017		Issued	208	C	39.90
16290366	01-4-2500-000	PAYABLES - TRADE		39.90		
Invoice Description --> BWS - PROPANE						
Total :				39.90	0.00	39.90
Supplier Total :				39.90	0.00	39.90

Supplier	Supplier Name	Status	Batch	Medium	Amount	
5410	TD VISA					
40899	29-Aug-2017		Issued	206	C	4652.98
AUG08/17	01-4-2500-000	PAYABLES - TRADE		4652.98		
Invoice Description --> ACRD \$3621.26, BCWS \$971.25, WCLF \$60.47						
Total :				4652.98	0.00	4652.98
Supplier Total :				4652.98	0.00	4652.98

Supplier	Supplier Name	Status	Batch	Medium	Amount	
5402	TD VISA (BCVFD)C. STARRATT					
40898	29-Aug-2017		Issued	206	C	726.53
AUG08/17	01-4-2500-000	PAYABLES - TRADE		726.53		
Invoice Description --> BCVFD - COMP\$67.20, EQUIP\$399.69, TRAINING\$259.64						
Total :				726.53	0.00	726.53
Supplier Total :				726.53	0.00	726.53

Supplier	Supplier Name	Status	Batch	Medium	Amount	
5397	TD VISA (CANN)					
40897	29-Aug-2017		Issued	206	C	864.27
AUG08/17	01-4-2500-000	PAYABLES - TRADE		864.27		
Invoice Description --> SLVFD - OFFICE\$34.21, EQUIP\$325.29, PHONE \$108.64, FOOD\$84.41, TRAVEL\$193.49, COMP\$						
Total :				864.27	0.00	864.27
Supplier Total :				864.27	0.00	864.27

Supplier	Supplier Name	Status	Batch	Medium	Amount	
5396	TD VISA (GEDDES)					
40896	29-Aug-2017		Issued	206	C	669.38
AUG08/17	01-4-2500-000	PAYABLES - TRADE		669.38		

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date			Debit	Credit	
Invoice No.	Account No.	Account Description				
Invoice Description --> SLVFD - TRAINING \$557.20, EQUIPMENT \$111.98						
Total :				669.38	0.00	669.38
Supplier Total :				669.38	0.00	669.38

4895	TELUS COMMUNICATIONS(BC)INC.	Status	Batch	Medium	Amount	
40889	22-Aug-2017	Issued	198	C	2256.41	
NW 2651060	01-4-2500-000	PAYABLES - TRADE		2256.41		
Invoice Description --> CCCP - WALKING & BIKING TRAIL						
Total :				2256.41	0.00	2256.41
Supplier Total :				2256.41	0.00	2256.41

4984	TELUS	Status	Batch	Medium	Amount	
40895	29-Aug-2017	Issued	206	C	2446.45	
AUG07/17	01-4-2500-000	PAYABLES - TRADE		2446.45		
Invoice Description --> ACRD CONSOLIDATION						
Total :				2446.45	0.00	2446.45
Supplier Total :				2446.45	0.00	2446.45

1890	TETRA TECH EBA INC.	Status	Batch	Medium	Amount	
00194-0029	16-Aug-2017	Issued	187	T	5250.00	
60538960	01-4-2500-000	PAYABLES - TRADE		5250.00		
Invoice Description --> AVRA - OPERATING AGREEMENT						
Total :				5250.00	0.00	5250.00
00195-0040	25-Aug-2017	Issued	199	T	7350.00	
60539961	01-4-2500-000	PAYABLES - TRADE		7350.00		
Invoice Description --> LBA - SMS QA AUDIT - CONSULTATION						
Total :				7350.00	0.00	7350.00
Supplier Total :				12600.00	0.00	12600.00

2320	THE GRAPHICS FACTORY	Status	Batch	Medium	Amount
40879	22-Aug-2017	Issued	198	C	2539.04
24640	01-4-2500-000	PAYABLES - TRADE		155.68	
Invoice Description --> AVLF - LAND DEVELOPMENT - SIGN - CAPITAL					
24642	01-4-2500-000	PAYABLES - TRADE		469.28	
Invoice Description --> AVLF - 3RD AVE DEPOT - CURBSIDE/DEPOT STICKERS					
24678	01-4-2500-000	PAYABLES - TRADE		469.28	
Invoice Description --> WCLF - RECYCLING					
24641	01-4-2500-000	PAYABLES - TRADE		548.80	
Invoice Description --> AVLF & WCFL - TIPPING FEE SIGNS					
24571	01-4-2500-000	PAYABLES - TRADE		896.00	
Invoice Description --> AVRA - SIGN IMPROVEMENTS - CAPITAL					

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Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
Total :				2539.04	0.00	2539.04
40913	30-Aug-2017	Issued	208	C		665.28
24691	01-4-2500-000	PAYABLES - TRADE		178.08		
Invoice Description --> WCLF - SIGN - NO CAMPING						
24629	01-4-2500-000	PAYABLES - TRADE		487.20		
Invoice Description --> BCWS, BWS & WCLF - UITLETY FORMS - SPLIT						
Total :				665.28	0.00	665.28
Supplier Total :				3204.32	0.00	3204.32

4996 TIM'S TRIMMING						
40932	30-Aug-2017	Issued	208	C		1417.50
692	01-4-2500-000	PAYABLES - TRADE		1417.50		
Invoice Description --> BC PARKS - GROUNDSKEEPING - EVERGREEN						
Total :				1417.50	0.00	1417.50
Supplier Total :				1417.50	0.00	1417.50

5010 TIMES-COLONIST						
40933	30-Aug-2017	Issued	208	C		315.00
SUB2017	01-4-2500-000	PAYABLES - TRADE		315.00		
Invoice Description --> 2017 SUBSCRIPTION						
Total :				315.00	0.00	315.00
Supplier Total :				315.00	0.00	315.00

50527 TOMKO SPORTS SYSTEMS						
40934	30-Aug-2017	Issued	208	C		1579.62
14438	01-4-2500-000	PAYABLES - TRADE		1579.62		
Invoice Description --> SL PARKS - MAINTNENANCE - COUGAR SMITH PARK						
Total :				1579.62	0.00	1579.62
Supplier Total :				1579.62	0.00	1579.62

5033 TOQUAHT NATION						
000194-0030	16-Aug-2017	Issued	187	T		1.00
SBS - SEPTIC LIC	01-4-2500-000	PAYABLES - TRADE		1.00		
Invoice Description --> SBS - SEPTIC FIELD - LICENCE OF OCCUPATION - ANNUAL LEASE						
Total :				1.00	0.00	1.00
Supplier Total :				1.00	0.00	1.00

0900 TRACY BOND (PETTY CASH)						
40894	25-Aug-2017	Issued	204	C		178.55
AUG25/17	01-4-2500-000	PAYABLES - TRADE		178.55		

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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Invoice Description --> ACRD - GEN OFFICE \$146.25, WC MULTIPLEX \$22.80, PLANNING APC BAMFIELD \$9.50						
Total :				178.55	0.00	178.55
Supplier Total :				178.55	0.00	178.55

5131 TSESHAHT MARKET						
40935	30-Aug-2017		Issued	208	C	255.33
2463460	01-4-2500-000	PAYABLES - TRADE			75.32	
Invoice Description --> SLVFD - FUEL TRUCK #46						
2464335	01-4-2500-000	PAYABLES - TRADE			80.01	
Invoice Description --> SLVFD - FUEL TRUCK #41						
2466369	01-4-2500-000	PAYABLES - TRADE			100.00	
Invoice Description --> SLVFD - FUEL TRUCK #47						
Total :				255.33	0.00	255.33
Supplier Total :				255.33	0.00	255.33

5184 UCHUCKLESAHT TRIBE GOVERNMENT						
40936	30-Aug-2017		Issued	208	C	157.50
JUL26/17	01-4-2500-000	PAYABLES - TRADE			157.50	
Invoice Description --> CAO RECRUITMENT						
Total :				157.50	0.00	157.50
Supplier Total :				157.50	0.00	157.50

5180 UNION OF B.C. MUNICIPALITIES						
40851	08-Aug-2017		Issued	176	C	2910.60
REGISTER-2017-AC	01-4-2500-000	PAYABLES - TRADE			2910.60	
Invoice Description --> 2017 UBCM DELEGATES - JOHNSEN, COTE, JACK						
Total :				2910.60	0.00	2910.60

40852	08-Aug-2017		Issued	176	C	2320.50
REGISTR-2017-ACF	01-4-2500-000	PAYABLES - TRADE			2320.50	
Invoice Description --> 2017 UBCM DELEGATES - BANTON, COOTES, BENNETT						
Total :				2320.50	0.00	2320.50

40890	22-Aug-2017		Issued	198	C	787.50
CV5411	01-4-2500-000	PAYABLES - TRADE			787.50	
Invoice Description --> 2017 UBCM DELEGATES - HOLMES						
Total :				787.50	0.00	787.50

Supplier Total :				6018.60	0.00	6018.60
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5263 VADIM COMPUTER MANAGEMENT GROUP LTD						
000194-0031	16-Aug-2017		Issued	187	T	4372.78
PS-330177	01-4-2500-000	PAYABLES - TRADE			236.25	

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 Medium :
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Supplier	Supplier Name	Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount
Invoice No.	Account No.	Account Description	Debit	Credit			
Invoice Description --> ACRD - COMPUTER EXPENSE							
SI-106069+	01-4-2500-000	PAYABLES - TRADE	4136.53				
Invoice Description --> ACRD - COMPUTER EXPENSE							
Total :			4372.78	0.00	4372.78		
Supplier Total :			4372.78	0.00	4372.78		
5287 VANCOUVER ISLAND REGIONAL LIBRARY							
000195-0041	25-Aug-2017		Issued	199	T	115506.00	
3RDQTR2017	01-4-2500-000	PAYABLES - TRADE				115506.00	
Invoice Description --> 3RD QUARTER LIBRARY LEVY 2017							
Total :			115506.00	0.00	115506.00		
Supplier Total :			115506.00	0.00	115506.00		
5367 VDA ARCHITECTURE LIMITED							
40891	22-Aug-2017		Issued	198	C	23940.00	
17-143	01-4-2500-000	PAYABLES - TRADE				23940.00	
Invoice Description --> WC MULTIPLEX - PRE-DESIGN AND PROGRAMMING & SCHEMATIC DESIGN							
Total :			23940.00	0.00	23940.00		
Supplier Total :			23940.00	0.00	23940.00		
5444 WATERHOUSE EXECUTIVE SEARCH							
40937	30-Aug-2017		Issued	208	C	17812.10	
ESG-5471	01-4-2500-000	PAYABLES - TRADE				17812.10	
Invoice Description --> ACRD - CAO RECRUITMENT							
Total :			17812.10	0.00	17812.10		
Supplier Total :			17812.10	0.00	17812.10		
5481 WESTCOAST HOME HARDWARE LTD							
40938	30-Aug-2017		Issued	208	C	8.94	
102667	01-4-2500-000	PAYABLES - TRADE				8.94	
Invoice Description --> PLANNING - OFFICE SUPPLIES							
Total :			8.94	0.00	8.94		
Supplier Total :			8.94	0.00	8.94		
5533 WINDSOR PLYWOOD (PORT ALBERNI)							
40939	30-Aug-2017		Issued	208	C	199.89	
185325	01-4-2500-000	PAYABLES - TRADE				199.89	
Invoice Description --> AVRA - MAINTENANCE SUPPLIES							
Total :			199.89	0.00	199.89		



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Supplier	Supplier Name	Status	Batch	Medium	Amount	
Chq/Ref #	Cheque Date					
Invoice No.	Account No.	Account Description		Debit	Credit	
Supplier Total :				199.89	0.00	199.89

Total Computer Paid :	<u>315,771.10</u>	Total EFT PAP :	<u>37,712.57</u>	Total Paid :	<u>1,148,649.96</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>795,166.29</u>		



REQUEST FOR DECISION

To: Board of Directors
From: Teri Fong, CPA, CGA, Manager of Finance
Meeting Date: September 13, 2017
Subject: Contract Award – Audit Services

Recommendation:

That the Alberni-Clayoquot Regional District Board of Directors appoint KPMG LLP as the Alberni-Clayoquot Regional District and Alberni-Clayoquot Regional Hospital District auditors and enter into an agreement to provide audit services for the period of 2017 to 2021.

Desired Outcome:

To secure audit services for the audit years ending December 31, 2017 through December 31, 2017.

Summary:

A Request for Proposals – Audit Services was recently advertised and closed at 2:00pm Pacific time on Monday, August 28, 2017. The ACRD received proposals from the following five firms:

- BDO Canada LLP
- KPMG LLP
- MNP LLP
- McGorman MacLean
- R. Anderson & Associates Inc.

The proposals were evaluated on the criteria included in the RFP as follows:

Firm qualifications and experience	40 points
Lowest cost to the Regional District	20 points
Personnel qualifications and experience	15 points
Proposal quality and clarity	10 points
Knowledge of Regional District and Hospital Districts	15 points

Based on the criteria, three firms scored highly with very little difference between the scores and accordingly staff recommend KPMG LLP be awarded the audit services contract as they had the lowest cost of these three firms. KPMG was also extremely competitive overall.

Background:

A RFP for audit services was last advertised in 2012 and was awarded to R. Anderson & Associates (formerly Duncan Sabine Collyer Partners) for a five-year period with no extension clause.

Time Requirements – Staff & Elected Officials:

A significant amount of finance staff time is required to prepare the financial statements, develop the working papers for the auditor and staying current with PSAB standards.

Financial:

The total cost of the audit services for the next five years is \$98,700. This is a slightly lower cost than the previous audit services contract.

Policy or Legislation:

The *Local Government Act* and the *Community Charter* require that the financial statements be audited annually. The audit must be conducted in accordance with Generally Accepted Auditing Standards (GAAS) and based on the recommendations of the Public Sector Accounting Board (PSAB).



Submitted by: _____

Teri Fong, CPA, CGA, Manager of Finance



Approved by: _____

Douglas Holmes, CPA, CA, Chief Administrative Officer



REQUEST FOR DECISION

To: Board of Directors

From: Wendy Thomson, Manager of Administrative Services

Meeting Date: September 13, 2017

Subject: Application for Funding – Community Wildfire Protection Plan Update

Recommendation:

THAT the Alberni-Clayoquot Regional District apply for funding in the amount of \$67,500.00 through the Strategic Wildfire Prevention Initiative, Community Wildfire Protection Plan Update Grant Program in order to update the Alberni-Clayoquot Regional District Community Wildfire Protection Plan for the Alberni Valley and Bamfield area.

Desired Outcome:

To obtain funding to update the Community Wildfire Protection Plan for the Alberni Valley and Bamfield area.

Background:

The Alberni-Clayoquot Regional District (ACRD) retained the services of B.A. Blackwell and Associates in 2010 to develop a community wildfire protection plan (CWPP) for the Alberni Valley and Bamfield Area <http://www.acrd.bc.ca/fire/>. It is recommended that CWPP's be updated every 5 years.

Kelly Gilday, Fire Chief for Port Alberni, is leading the update of the Community Wildfire Protection Plan, last completed in 2010. The plan covers the Alberni Valley including the City of Port Alberni, Tseshaht lands, Hupacasath lands, Huu-ay-aht lands and the Electoral Areas of Beaufort, Beaver Creek, Cherry Creek, Sproat Lake and part of Bamfield. The purpose of a CWPP is to identify the wildfire risks within and surrounding a community, to describe the potential consequences if a wildfire was to impact the community, and to examine possible ways to reduce the wildfire risk. Port Alberni City Council passed a resolution at their August 14th meeting supporting this funding application.

Funding is available through UBCM, First Nations Emergency Services and the Province of BC (outline attached). There are two grant intakes, October 2017 and January 2018. The maximum grant for an application is 75% of the cost of eligible activities to a maximum of \$22,500 and the remaining 25% is required to be funded through community contributions (in-kind).

The grant application will be in support of a **regional application** to maximize CWPP funding to a maximum of \$90,000 (\$67,500 grant funding, \$22,500 community contributions) base on the following grant application criteria:

"In consultation with the Fuel Management Specialist or Liaison, applications from regional districts or from local governments or First Nations that include multiple communities, are acceptable. In these cases, funding in excess of the maximum amount identified above may be considered"

The ACRD's CAO and City of Port Alberni Fire Chief have met with senior staff from the Tseshaht First Nation and the Hupacasath First Nation, both of whom are agreeable to be included in the study area and are looking forward to working cooperatively on the work to update the CWPP plan. A meeting is being arranged with Huu-ay-aht First Nation officials to discuss participation in this process. The grant submission will reflect the outcome of this meeting.

The in-kind work would be the liaison, information gathering and possibly accompanying a consultant during site inspections during the plan update. This would be supplied by each jurisdiction on their respective lands at their own cost.

There is a grant intake deadline of October 6th that we will try to make but, if we cannot complete a high quality and complete submission by that time, we will make the January 2018 intake.

Time Requirements – Staff & Elected Officials:

Minimal staff time to assist in developing and submitting the application.

Financial:

ACRD and City of Port Alberni will split grant writer costs for an approximate value of \$1,000.00. Further resources will likely be required over time to address the findings of the CWPP.

Policy or Legislation:

A board resolution is required as part of the application process.



Submitted by: _____
Wendy Thomson, Manager of Administrative Services



Approved by: _____
Douglas Holmes, Chief Administrative Officer



Strategic Wildfire Prevention Initiative

The Strategic Wildfire Prevention Initiative (SWPI) is a suite of funding programs managed through the Strategic Wildfire Prevention Working Group – including the First Nations' Emergency Services Society (FNESS), Ministry of Forests, Lands & Natural Resource Operations (MFLNRO) and the Union of BC Municipalities (UBCM). Funding is provided by the Province of BC and is administered by UBCM.

The initiative supports communities to mitigate risk from wildfire in the wildland urban interface.

Community Wildfire Protection Plan & CWPP Update Program

The CWPP program assists local governments and First Nations in identifying the risks of wildfire to their community as well as opportunities to reduce those risks. The purpose of a CWPP is to identify the wildfire risks within and surrounding a community, to describe the potential consequences if a wildfire was to impact the community, and to examine possible ways to reduce the wildfire risk.

In 2017 the CWPP program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$22,500.00 - and the remainder (25%) is required to be funded through community contributions.

Fuel Management Prescription Program

The Fuel Management Prescription program assists local governments and First Nations to develop prescriptions for areas in the WUI that are at risk from wildfires and which were identified as priorities in the CWPP. A fuel management prescription is a document that identifies the objectives and strategies to lower the wildfire hazard in an identified area. Prescriptions ensure that proposed treatments include clearly defined objectives for fuel management that will result in a measurable reduction in the wildfire risk to a value while meeting all legislated and non-statutory requirements.

In 2017 the Fuel Management Prescription program can contribute a maximum of 75% of the cost of eligible activities and the remainder (25%) is required to be funded through community contributions.

Fuel Management Demonstration Projects

The Fuel Management Demonstration project program assists local governments and First Nations to undertake small-scale treatments.

Fuel Management Demonstration Projects are small-scale projects, in the WUI, in areas that are at risk from wildfires, and which are designed to:

- Demonstrate fuel management treatments and increase public awareness of fuel management
- Test methodologies and equipment prior to implementing large-scale operational fuel treatment projects
- Explore the economic and operational viability of different fuel treatment methodologies

In 2017 the Fuel Management Demonstration Project program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$25,000 - and the remainder (25%) is required to be funded through community contributions.

Operational Fuel Treatment Program

The Operational Fuel Treatment program assists local governments and First Nations to undertake operational fuel treatments that are set out in a prescription in areas identified as priorities in the CWPP. The primary objective of the program is to maximize the number of hectares treated in areas that pose the greatest risk of wildfire to communities.

Operational fuel management is defined as the process of changing forest fuel to reduce aggressive fire behaviour. This may include treatments such as thinning, spacing and pruning trees, and removal of needles and woody debris from the forest floor. The intent is to reduce fuel load in the forest and reduce the potential for devastating wildfires.

In 2017 the Operational Fuel Treatment program can contribute a maximum of 90% of the cost of eligible activities up to \$400,000 in funding per municipality or First Nation per calendar year, and up to \$600,000 in funding per regional district per calendar year. The remainder (10%) is required to be funded through community contributions

Joint Funding with the Forest Enhancement Society of BC (FESBC)

Starting in April 2017 eligible applicants may apply through SWPI to access joint funding from the Forest Enhancement Society of BC (FESBC).

Funding for 100% of operational treatment costs may be available for eligible projects in unincorporated areas within regional districts which cannot be treated due to fiscal constraints related to service area requirements. In addition operationally logical treatments that are both within and outside the WUI on adjacent crown land may be funded, and annual SWPI funding limits may be exceeded under certain circumstances.

Please see the accompanying SWPI-FESBC Joint Funding bulletin for detailed information on circumstances.

2018 SWPI FireSmart Planning Grant Program

Funding permitting, the 2018 SWPI FireSmart Planning grant program will provide funding to local governments and First Nations in BC to support residents to undertake FireSmart planning activities. The 2017 SWPI FireSmart Planning program provided up to 100% of the cost of eligible activities to a maximum of grant of \$10,000.

All SWPI program inquiries may be directed to:

Strategic Wildfire Prevention Initiative
c/o Local Government Program Services
Union of BC Municipalities
525 Government Street
Victoria BC V8V 0A8

swpi@ubcm.ca
250-356-2947

Strategic Wildfire Prevention Initiative

Joint Funding with the Forest Enhancement Society of BC (FESBC)

Starting in April 2017, eligible applicants may apply through the Strategic Wildfire Prevention Initiative (SWPI) to access joint funding from the Forest Enhancement Society of BC (FESBC).

Important considerations for joint funding include:

- Applications will follow the same technical review/Evaluation Committee process as other SWPI applications – but will also be reviewed by FESBC
- Applicants must meet all SWPI application and final report requirements (including all mapping and spatial data requirements)
- Projects must be on Crown land
- Applicant must agree to tender the project
- Joint funding circumstances may be combined

Funding permitting, joint funding is only available under the following circumstances:

1. Where an eligible applicant is actively engaged in SWPI and proposes an eligible project within the WUI that exceeds the annual SWPI funding limits, joint funding will be considered as follows: eligible costs up to the annual funding maximum (SWPI funding) and eligible costs that exceed the SWPI funding maximum (FESBC funding).

The applicant continues to be responsible for the 10% community contribution on all portions of projects completed under this circumstance.

2. Where a proposed eligible project involves an operationally logical treatment inside the WUI and outside the WUI on adjacent Crown land, joint funding will be considered for both the WUI portions of the project (SWPI funding) and the non-WUI portions of the project, including the development of prescriptions for non-WUI areas (FESBC funding)

- The applicant continues to be responsible for the 10% community contribution on all portions of projects completed under this circumstance.
- Projects should be primarily focused on the WUI but may extend into non-WUI
- Prescriptions for WUI and non-WUI portions must be completed before application is submitted.
- Cost of non-WUI prescription or amendment has been added as an eligible cost under the 2017 Operational Treatment funding stream (for jointly funded projects only) and can be incurred up to 12 months before application is submitted.

3. Where an eligible applicant can demonstrate that an eligible project within the WUI in an unincorporated area within a regional district cannot be treated due to fiscal constraints related to service area requirements and the required 10% community contribution, joint funding will be considered for the project as follows: 90% of eligible project costs (SWPI funding) and 10% of eligible project costs (FESBC funding)

- Results in 100% funding for eligible projects
- May be combined with either of the circumstances above



REQUEST FOR DECISION

To: Board of Directors

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

Meeting Date: September 13, 2017

Subject: Cherry Creek Waterworks District – Community Works Fund Contribution Agreement

Recommendations:

That the Alberni-Clayoquot Regional District Board of Directors enter into the Contribution Agreement with the Cherry Creek Waterworks District to provide the organization with Community Works Funding for the replacement of aging water mainline pipe.

Desired Outcome:

To provide Cherry Creek Waterworks District (CCWW) funding to upgrade key aging water mainline infrastructure while ensuring that the ACRD can meet the obligations of the UBCM Community Works Fund Agreement.

Summary:

At the June 14, 2017 Board of Directors meeting the Board approved the allocation of \$625,000 in Community Works Funding to the CCWW and directed staff to draft a Contribution Agreement upon receipt of a detailed project plan from CCWW 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)

The attached letter was received from McGill & Associates Engineering Ltd on behalf of the Cherry Creek Waterworks District on September 7, 2017. The letter provides response to all of the required criteria; the Class 'C' estimate has not been included, as it would compromise the tendering process. Staff have drafted the attached contribution agreement for consideration by the Board.

Background:

The ACRD has previously provided CCWW \$385,000 of Community Works Funding through the original Gas Tax Funding agreement for water system upgrades, this was to complete key water main upgrades.

Time Requirements – Staff & Elected Officials:

Staff time has been required to draft the contribution agreement and correspond with CCWW's engineers. Further staff time will be required to communicate with CCWW and their engineers as well as process project invoices and to submit reporting to UBCM.

Financial:

This project has been allocated using Community Works funds. An update on all allocated Community Works Funds will be provided at the next Electoral Area Directors meeting.

The 2017-2021 Alberni-Clayoquot Regional District Financial Plan will be amended later this fall to reflect the allocation of the \$625,000 to the CCWW in the Electoral Area Administration budget.

Policy or Legislation:

Based on the Renewed Gas Tax Agreement the CCWW is an eligible "Ultimate Recipient" and can therefore receive Community Works Funding through the ACRD but the CCWW cannot directly receive the funding from UBCM. The proposed project falls under the drinking water infrastructure category and is therefore eligible.



Submitted by: _____

Teri Fong, CPA, CGA, Manager of Finance



Approved by: _____

Douglas Holmes, CPA, CA, Chief Administrative Officer

Contribution Agreement – Community Works Fund

THIS AGREEMENT made as at the _____ day of _____, 20__.

BETWEEN:

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 5TH Avenue
Port Alberni, BC
V9Y 2P9

(the “**ACRD**”)

AND:

CHERRY CREEK WATERWORKS DISTRICT

5920 Cherry Creek Road
Port Alberni, BC
V9Y 7L6

(the “**CCWW**”)

WHEREAS:

- A) The ACRD has entered into a Community Works Fund Agreement (CWF) with the Union of BC Municipalities (UBCM) to enable the ACRD to participate in the New Deal for Cities and Communities and to benefit from the CWF in accordance with the terms and conditions of the Agreement on the Transfer of Federal Gas Tax Revenues between Canada, British Columbia and the UBCM;
- B) The ACRD has the authority to transfer a portion of its CWF funds to an Eligible Recipient that is not a Local Government for an Eligible Project;
- C) The CCWW has submitted a proposal to perform a replacement of aging water mainline pipe in Electoral Area “F” (Cherry Creek);
- D) The ACRD Board of Directors, having determined that the CCWW is an Eligible Recipient and the Project is an Eligible Project under the Community Works Fund program, has agreed to transfer Community Works Funds to the CCWW to cover the eligible project costs;

NOW THEREFORE the parties enter into the following agreement:

1. TERM

This Agreement shall commence on **September 13, 2017** and expire ten (10) years following the completion of the project.

2. RESPONSIBILITIES

The CCWW shall employ, discharge, supervise, and pay all volunteers, employees or contractors considered by the CCWW to be necessary for the efficient completion of the Project, and in so doing, shall abide by all employment laws currently in force in the Province of British Columbia.

3. FUNDING CONDITIONS

3.1 The CCWW agrees to receive Community Works Funding from the ACRD in a manner consistent with the terms of this Agreement and to expend these funds solely for the purposes of the Project as identified in Schedule A and in accordance with the Project financial plan.

3.2 The CCWW shall be responsible for raising the balance of any funds required to complete the Project.

3.3 As a condition of receiving funding from the ACRD, the CCWW will satisfy the following:

a) Submission of a detailed application that includes the objectives of the Project; project impacts and outcomes; project timeline and financial plan based on Class 'C' estimate; and source of additional funds.

b) Adherence to the ACRD purchasing policy (see attached).

3.4 As a condition of receiving funding from the ACRD, the CCWW agrees to the:

a) Submission of an annual progress reports each year until the Project is completed, which shall include: the Project outcomes that were achieved in that year; the percent that the Project is complete; a project timeline for completion; and a comparison of budgeted vs. actual costs.

b) Submission of a final project report upon completion of the Project that includes: details about how the Project outcomes were achieved; the degree to which the Project has contributed to the objectives of cleaner air, cleaner water and reduced GHG emissions

3.5 The CCWW will maintain all administrative, corporate, and accounting records related to receipt and expenditure of the Project grant in accordance with generally accepted accounting principles, and retain these records for ten years following completion of the Project;

3.6 The CCWW agrees to the Local Government's Funding Agreement and the provisions included in this Protocol, particularly that:

a) All communications referring to projects funded under this Agreement will clearly recognize Canada's investments;

- b) The CCWW will consult with the ACRD on all communications and signage to ensure the materials reflect Government of Canada communications policy, including the Official Languages Act, and federal-provincial/territorial identity graphics guidelines.

3.7 The CCWW will assess, plan, and implement asset management practices using the approach presented in *Asset Management for Sustainable Service Delivery: A BC Framework*.

4. PAYMENT

4.1 The ACRD will provide a grant in the amount of **\$625,000** to the CCWW.

4.2 The ACRD shall directly pay the eligible invoices on behalf of the CCWW, upon receipt of:

- a) Payment certificates for completed work within the contract approved by Engineer; and
- b) Approval from CCWW.

5. COMPLIANCE WITH REGULATIONS

The CCWW shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.

6. AUDIT

Whenever the UBCM or the ACRD is required to provide a financial audit or performance (value for money) audit of an Eligible Project, the CCWW must permit such audit and must fully cooperate with any auditor retained by the UBCM or the ACRD for such purpose.

7. OWNERSHIP

7.1 The CCWW shall retain title to, and ownership of, the tangible capital assets resulting from the Project for at least ten years after the Project completion.

7.2 If, at any time within ten years from the date of completion of the Project, the CCWW sells, leases, encumbers or otherwise disposes of, directly or indirectly, any asset constructed, rehabilitated or improved, in whole or in part, with funds contributed by the ACRD under the terms of this Agreement, other than to Canada, the Province of British Columbia ("British Columbia"), or a Local Government, the CCWW shall repay the ACRD, on demand, a proportionate amount of the funds contributed by the ACRD, as follows:

Where Project asset is sold, leased, encumbered, or disposed of:	Repayment of contribution (in current dollars):
Within 2 years after Project completion	100%
Between 2 and 5 years after Project completion	55%
Between 5 and 10 years after Project completion	10%

7.3 The CCWW agrees to notify the ACRD in writing as soon as practicable of any transaction triggering the above-mentioned repayment.

8. INSURANCE AND INDEMNITY

The CCWW shall indemnify and save harmless the ACRD from and against all claims, demands, losses, costs, damages, actions, suits or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by or attributed to any breach of any provision of this Agreement to be performed by the CCWW and the officials, servants, employees, members, agents, and contractors of the CCWW.

9. WORKMANSHIP

9.1 The CCWW agrees to use qualified tradesmen for the purpose of installing the Equipment associated with this project.

9.2 The CCWW will comply with all Federal and Provincial Government Acts and Regulations that apply to the hiring of employees and subcontractors required to carry out the Project. This includes, but is not limited to, the *Workers' Compensation Act*.

10. DEFAULT AND TERMINATION

10.1 If the CCWW fails to observe or comply with any of the terms or conditions set out in this Agreement, including the established spending criteria, the ACRD, upon the recommendation of the ACRD Board, may, at its discretion exercisable by written notice to the CCWW, reduce, suspend or terminate any further payment.

10.2 On receipt by the CCWW of the default notice under Section 11.1, the CCWW must not further expend or thereafter commit to expend any funds then held by it, pursuant to this Agreement; and must within 30 days of receipt of such notice, remedy the default, or demonstrate to the satisfaction of the ACRD that it has taken sufficient actions as necessary to commence curing the default or must proceed to dispute resolution.

10.3 In case any default, breach or non-observance made or suffered by the CCWW in respect of any of the conditions contained in this agreement which the CCWW ought to be observed or performed, and provided reasonable steps have not been taken to cure any such default, breach or non-

observance within 30 days from the date of notice in writing thereof from the ACRD to the CCWW, the ACRD may terminate this Agreement without further notice and require full repayment of all grant monies that have been paid to the CCWW.

11. DIFFERENCES

All matters of difference arising between the ACRD and the CCWW in any matter connected with or arising out of this Agreement whether as to interpretation or otherwise, shall be determined by the ACRD but without prejudice to the CCWW to any recourse available under law.

12. NOTICES

Any notice or other writing required or permitted to any of the parties shall be sufficiently given if delivered personally, or by courier to the addresses or specified on the first page of this Agreement. Such addresses and facsimile numbers may be changed from time to time by either party giving notice as above provided.

13. ASSIGNMENT

This Agreement shall not be assigned by either party without the prior written approval of the other.

14. ENTIRE AGREEMENT

This Agreement shall be deemed to constitute the entire Agreement between the ACRD and the CCWW hereto with respect to the subject matter hereof and shall supersede all previous negotiations, representations, and documents in relation hereto made by any party to this Agreement.

15. SEVERANCE

If any portion of this Agreement is held to be illegal or invalid by a court of competent jurisdiction, the illegal or invalid portion must be severed and the decision that it is illegal or invalid does not affect the validity of the remainder of this Agreement.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto:

ALBERNI-CLAYOQUOT REGIONAL DISTRICT by its authorized signatories)
)

John Jack, Chairperson)
)

Douglas Holmes, CPA, CA, Chief Administrative Officer)
)

CHERRY CREEK WATERWORKS DISTRICT by its authorized signatories)
)

Name:)
)

Name:)
)



Our Ref. 3083

September 7, 2017

Alberni Clayoquot Regional District
3008 5th Avenue
Port Alberni, B.C. V9Y 2E3

Re: Gas Tax Funding for Cherry Creek Waterworks District

Attention: Teri Fong, Manager of Finance

Dear Mrs. Fong:

At the June 14, 2017 Alberni Clayoquot Regional District Board (ACRD) of Directors meeting, the Board approved the allocation of \$625,000 of Gas Tax Funding be allocated to the Cherry Creek Waterworks District (CCWD) for infrastructure updates.

In order to draft a contribution agreement, the ACRD has requested information regarding projects that would use the Gas Tax Funding. McGill and Associates Engineering Ltd. (McGill), on behalf of the CCWD, is providing the following information to be used for this agreement.

The first project that is intended to use the Gas Tax Funding is named 'Cherry Creek Road - Milligan Road to Horne Lake Road - Watermain Replacement.' The required information regarding the project can be seen below.

A) Objectives of Project

This project will be the replacement of approximately 1575 metres of existing 100mm (4") asbestos cement (AC) pipe with 150mm (6") polyvinyl chloride (PVC) pipe along Cherry Creek Road between Milligan Road and Horne Lake Road.

B) Project Impacts and Outcomes

The main reason for replacing this section of watermain is that the 100mm diameter does not provide adequate fire protection to the area. Based on the 'Design Guidelines for Rural Residential Community Water Systems' the minimum diameter for watermain shall be 150mm. This section of watermain is one of the trunk mains for the system and therefore the diameter should be increased to provide better fire protection.

In addition to the reason above, the AC pipe is reaching the end of its life expectancy, and therefore the replacement of the watermain with a new PVC watermain will provide a more reliable access to safe drinking water and foster further community growth.

C) Project Timeline

The project is intended to start in the winter of 2017, however the final decision will be made dependent on the weather. The project is to be completed by December 31, 2018.

D) Financial Plan Containing Class 'C' Cost Estimate

Please find a Class 'C' Cost Estimate attached.

E) Source of Addition Funds (If Necessary)

If necessary, CCWD could use their own capital funding (within reason) to supplement the project.

CCWD has many other projects of a similar nature in the queue that could proceed to construction if there are remaining Gas Tax Funds following the completion of the project described above.

Yours truly,

For **McGill & Associates Engineering Ltd.**



Mike Lange, P. Eng.
ML



REQUEST FOR DECISION

To: Board of Directors
From: Mark Fortune, Airport Superintendent
Meeting Date: September 13, 2017
Subject: AVRA GPS Project – Services Agreement

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors enter into a Services Agreement with Direct Approach Consulting for the Design and submission to Nav Canada, the development of GPS approaches at the Alberni Valley Regional Airport for the total budget of \$18,250.00.

THAT the Alberni-Clayoquot Regional District enter into a Service Agreement with Direct Approach Consulting for a 4-year ongoing maintenance component under the "Designated Sponsor" requirements of Nav Canada for \$5,500.00.

Summary:

The ACRD had requested proposals the development of GPS approach and departure procedures at the Alberni Valley Regional Airport. Two GPS design companies, Direct Approach Consulting and Jet Pro supplied quotes for the development and ongoing maintenance (Designated Sponsor) of the proposed GPS approaches for the new AVRA runway infrastructure. Both Direct Approach and Jet Pro were competitive in the design and flight test components of the AVRA GPS design request.

The Instrument Approach Procedure (IAP) requires the Airport to establish a maintenance program through a Designated Sponsor. The IAP maintenance program is a requirement of both Transport Canada and Nav Canada and has a 4-year life cycle. Direct Approach has included a Designated Sponsor IAP maintenance component of \$5,500.00 for a 4-year term.

Time Requirements – Staff & Elected Officials:

Staff time to work with Direct Approach Consulting on the AVRA GPS project.

Financial:

Design and 1st year maintenance fees are within the current 2017 budget for AVRA. The remaining maintenance fees will become a line item in the financial plan moving forward.

Submitted by: 
Mark Fortune, Airport Superintendent

Approved by: 
Douglas Holmes, Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

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

Development Variance Application

DATE: August 28, 2017

ACRD FILE NO.: DVE17009

APPLICANT: Werner Bruessler (Agent – Wayne Bruessler)

LEGAL DESCRIPTION: LOT 6, DISTRICT LOT 22, ALBERNI DISTRICT, PLAN 15358

LOCATION: 5957 Saunders Road N

ELECTORAL AREA: “E” Beaver Creek

APPLICANT’S INTENTION: The applicant has applied for a development variance permit to reduce the required side yard setback on the southern property line from 15 feet to 10 feet, to facilitate construction of a storage shed.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVE17009.

Development Variance DVE17009:

- i. Development variance of Section 6.5.2.(c)(ii) of the ACRD Zoning Bylaw to vary the required side yard setback on the south lot line for an accessory building in the Small Holdings (A1) District from 15 feet to 10 feet to allow for the construction of a storage shed.

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

Observations:

- i. **Status of Property:** The 0.36 acre parcel is vacant. There is a small barn near the rear of the property, next to where the proposed storage shed will be constructed. There is a larger barn on the neighbouring property to the south, also owned by the applicant. A two bay open garage, attached to the larger barn, is also on the subject property. The property is level and mostly cleared with a line of trees at the front.

DVE17009

ii. **Services**

- a. **Sewage Disposal:** On-site sewage system.
- b. **Water Supply:** Beaver Creek Water Service Area.
- c. **Fire Protection:** Beaver Creek Volunteer Fire Department.
- d. **Access:** Access to the property is from Saunders Road.

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

- a. **Agricultural Land Reserve:** Not within the Agricultural Land Reserve.
- b. **Official Community Plan:** The Beaver Creek Official Community Plan designates this property "Residential Use". There are no Development Permit Areas that impact development on this property.

The proposal complies with the policies and objectives of the Beaver Creek Official Community Plan.

- c. **Zoning:** The property is zoned Small Holdings (A1) District, which requires:

	Existing	Proposed
Minimum Lot Area:	2 acres	2 acres
Minimum Lot Width:	165 feet	165 feet
Lot Coverage:	-	-
Minimum Setbacks <i>(single family dwelling)</i>		
Front:	25 feet	25 feet
Rear:	30 feet	30 feet
Side:	5 feet	5 feet
Minimum Setbacks <i>(accessory building)</i>		
Front:	25 feet	25 feet
Rear:	15 feet	15 feet
Side:	15 feet	10 feet

The property owner is applying to reduce the required side yard setback for an accessory building from 15 feet to 10 feet in order to allow for the construction of a storage shed.

Comments:

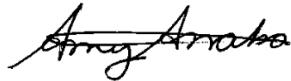
The property owner intends to build a storage shed, and has applied to reduce the side yard setback on the southern property line from 15 feet to 10 feet. The variance would only reduce the setback to allow for the construction of the storage shed. The 10 foot side yard setback for an accessory building would be appropriate for the property.

DVE17009

The total combined floor area of all accessory buildings is restricted to 5% of the lot area, which would include the proposed shed, and existing smaller barn, but not the two bay open garage that is attached to the larger barn. The applicant has indicated that the proposed storage shed will be 320 square feet.

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

Approved by:

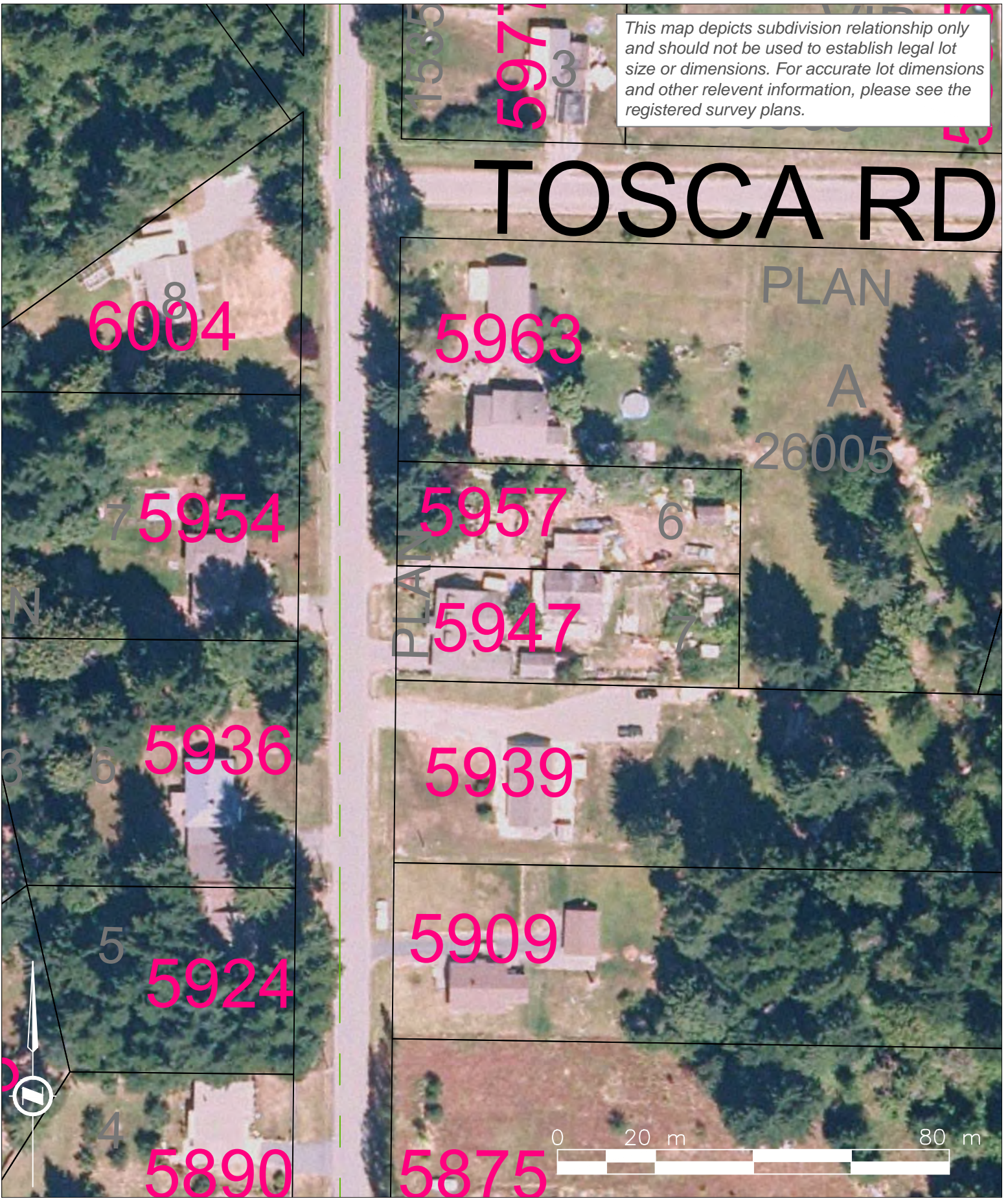


Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

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.

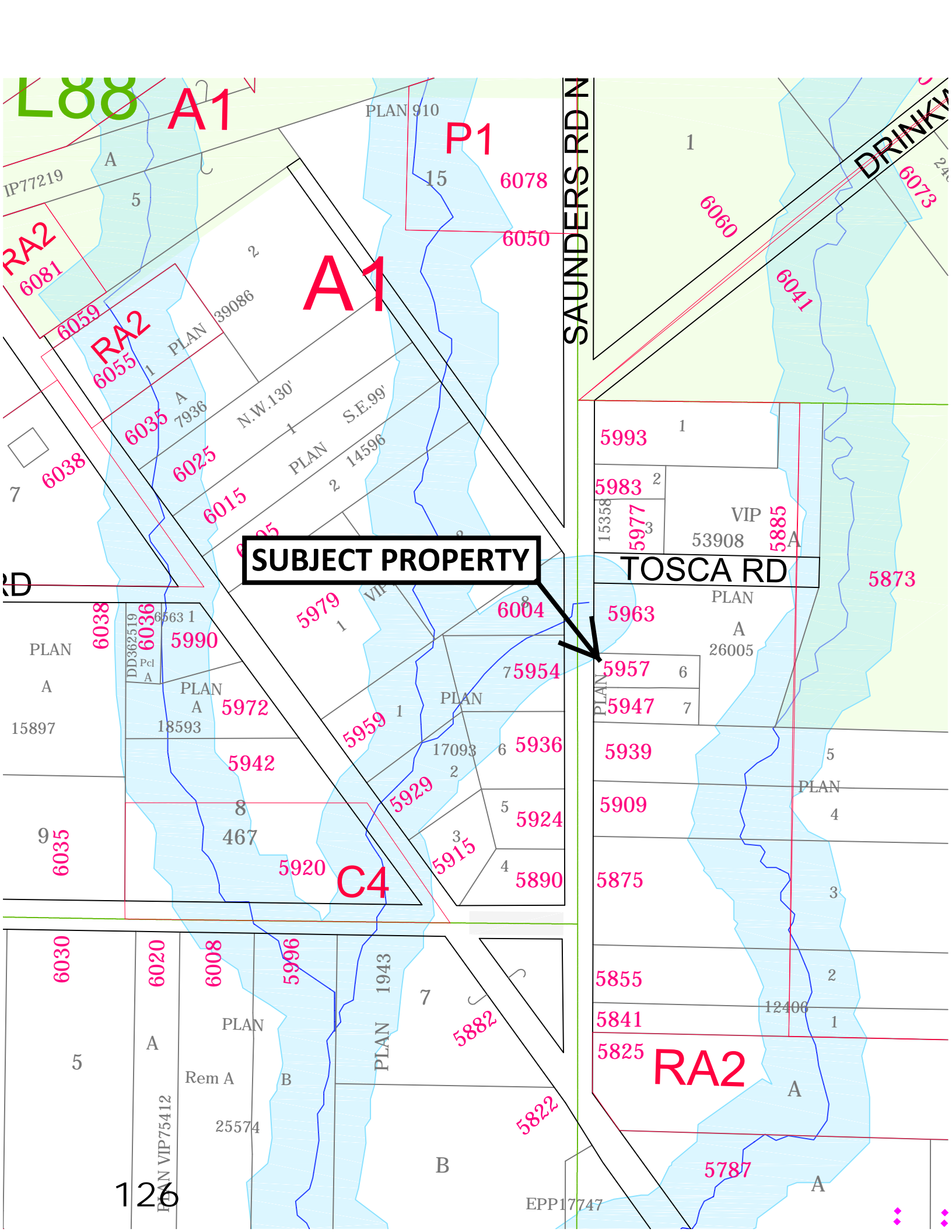
TOSCA RD

PLAN
A
26005









L88 A1

P1

A1

RA2
6081

RA2
6055

SUBJECT PROPERTY

SAUNDERS RD N

DRINKWATER RD S

TOSCA RD

C4

RA2

126

6078
6050

6060

6073

6041

5993

5983

VIP
53908

5963

PLAN
A
26005

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6004

5957

5947

PLAN
A
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PLAN
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PLAN
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PLAN
18593

PLAN
A
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PLAN
1943

5882

5822

EPP17747

12406

5787

PLAN 910

15

1

PLAN 39086

2

PLAN 7936

PLAN 14596

N.W.130'

S.E.99'

PLAN DD362519

PLAN A

PLAN A

PLAN 15897

6035

6030

6020

6008

5996

7

B

PLAN

12406

PLAN

A

RD

IP77219

2A

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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: September 5, 2017

ACRD FILE NO.: DVF17008

APPLICANTS: Glen Pearson & Janice Denis

LEGAL

DESCRIPTION: LOT 1, DISTRICT LOT 95, ALBERNI DISTRICT, PLAN EPP57912

LOCATION: 5915 Strathcona Street

ELECTORAL AREA: "F" Cherry Creek

APPLICANT'S INTENTION: The applicants intend to construct an 800 square foot double garage and workshop attached to the existing house. The addition to the single family dwelling would be located 41 feet from the front lot line.

Recommendation:

THAT the Board of Directors consider issuing development variance permit DVF17008.

Development Variance DVF17008:

- i. Development variance of Section 200 – Schedule No. II – Bulk and Site Regulations of the Alberni-Clayoquot Regional District Zoning Bylaw No. 15 to reduce the front yard setback in the Acreage Residential (RA3) District from 49.2 feet to 41 feet to allow for an addition to the existing single family dwelling.

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

Observations:

- i. **Status of Property:** The 0.278 hectare (0.69 acre) property lies at the corner of Strathcona Street and Moore Road with the driveway access off Moore Road. There is an existing

DVF17008

house built in 1976 (Building Permit CC276) and no outbuildings. The house is sited 41 feet 4 inches from the front (Strathcona St) and 31 feet 10 inches from the side (Moore Rd) according to a survey submitted by a previous owner. The property is flat with a mix of second growth forest and a cleared landscaped area surrounding the house. The applicants also own a vacant property with similar dimensions directly to the north accessed off Strathcona.

ii. **Services**

- a. **Sewage Disposal:** On-site sewage disposal.
- b. **Water Supply:** Cherry Creek Waterworks District
- c. **Fire Protection:** Cherry Creek Volunteer Fire Department
- d. **Access:** The property is accessed off Strathcona Street. Access would also be available off Moore Road on the south side.

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

- a. **Agricultural Land Reserve:** Not within the ALR.
- b. **Official Community Plan:** The Cherry Creek Official Community Plan designates the property as “Residential Use”. There are no Development Permit Areas that impact development on this property.

The proposal complies with the policies and objectives of the “Residential Use” designation in the Cherry Creek Official Community Plan.

- c. **Zoning:** The property is zoned Acreage Residential (RA3) District.

	Existing	Proposed
Minimum Lot Area:	0.6 acres	-
Minimum Lot Width:	98.4 feet	-
Lot Coverage:	15 %	-
Minimum Setbacks: <i>(single family dwelling)</i>		
Front:	49.2 feet	41 feet
Rear:	32.8 feet	-
Side:	16.4 feet	-

The owner is applying to reduce the front yard setback from 49.2 feet to 41 feet in order to allow for the construction of a 28’ x 28.5’ double garage addition to the existing house.


Comments: The proposed construction would be an extension of the house and would not project any closer to the front than the existing house which has been in place since 1979. The proposed addition would be 41 feet from the front and 24 feet from the north side lot line. The building

DVF17008


permit process will require a BCLS survey to confirm the siting of the structure prior to framing.

There are a number of properties of a similar size in the immediate area with zoning that would allow for the proposed construction without a variance. The A1 District requires a 25 foot front yard setback and the RA1/RA2 Districts require a 40 foot front yard setback. The proposed addition does not appear to be out of character for the neighbourhood. The subject property was rezoned to RA3 in 1991 in order to facilitate subdivision to a minimum 0.6 acre lot size.


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: 

Alex Dyer
Planner

Reviewed by: 

Mike Irg, MCIP, RPP
Manager of Planning & Development

Approved by: 

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

SUBDIVISION PLAN OF LOTS A AND B, DISTRICT LOT 95, ALBERNI DISTRICT, PLAN VIP54339.

PLAN EPP57912

BCGS 92F.027

0 10 20 30 40
THE INTENDED PLOT SIZE IS 560mm IN WIDTH AND 432mm IN HEIGHT (TO SIZE) WHEN PLOTTED AT A SCALE OF 1:400.

LEGEND

Bearing 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 CORRECTION FACTOR OF 0.99980154. THE AVERAGE CORRECTION FACTOR HAS BEEN DETERMINED BASED ON A MEAN ELLIPSOIDAL ELEVATION OF 211.67 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 IRON POST FOUND
- DENOTES STANDARD IRON POST SET
- △ DENOTES GNSS TRAVERSE POINT SET

TRAVERSE NO. #110
UTM ZONE 10 COORDINATES
DATUM: NAD83(CRS)1997.0
UTM NORTHING 5480042.06
UTM EASTING 369288.87
POINT CORRECTION FACTOR: 0.99980151
ESTIMATED HORIZONTAL POSITIONAL ACCURACY 0.05 METRES

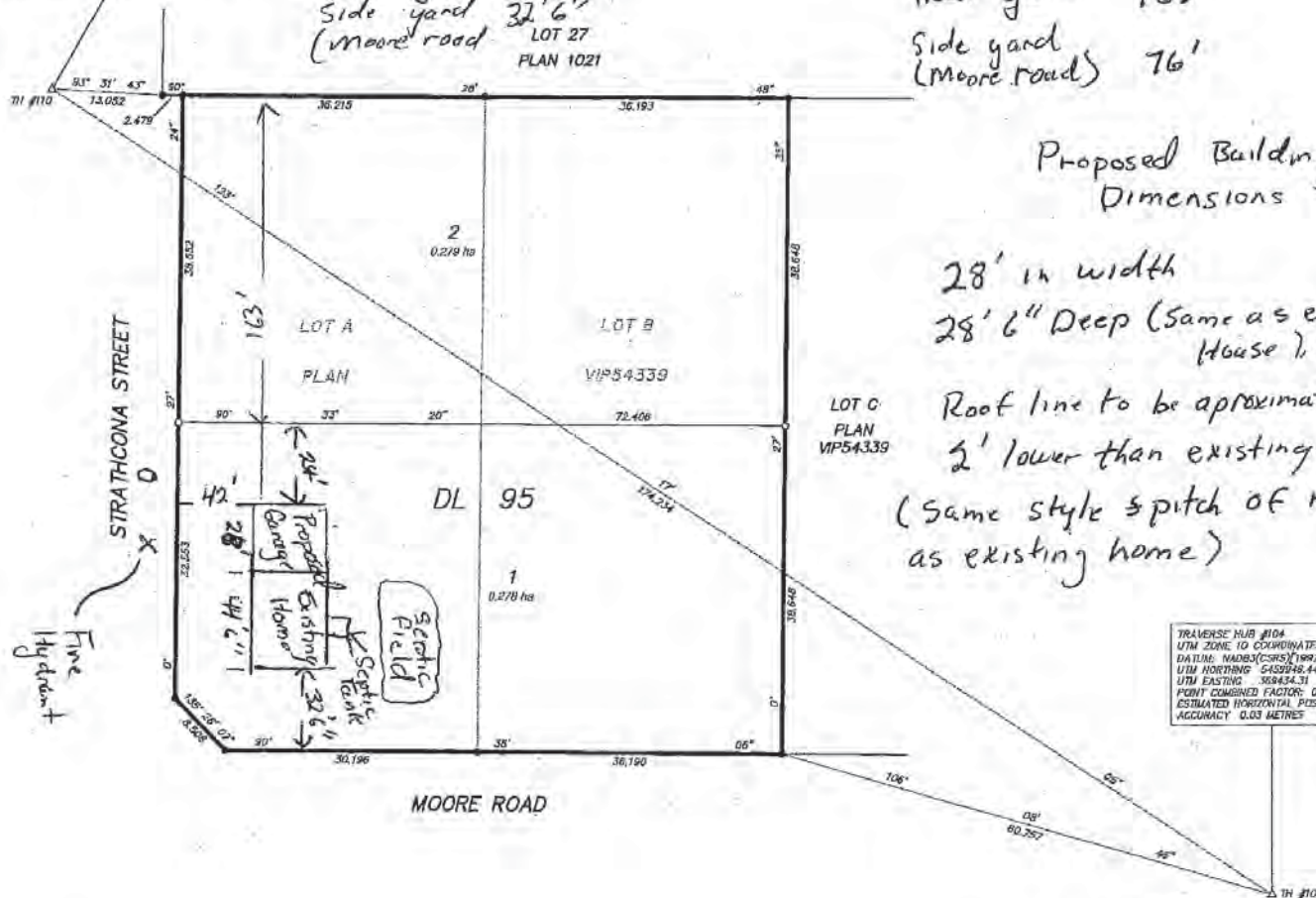
Existing Home Building
Distances to property lines
Front yard 42'
Side yard 52'
Back yard 163'
Side yard (moore road) 32'6"
LOT 27
PLAN 1021

Proposed Building Distances in feet
Front yard 42'
Side yard 24'
Rear yard 163'
Side yard (moore road) 76'

Proposed Building Dimensions

28' in width
28' 6" Deep (Same as existing House).
Roof line to be approximately 2' lower than existing house (Same style pitch of roof as existing home)

TRAVERSE NO. #104
UTM ZONE 10 COORDINATES
DATUM: NAD83(CRS)1997.0
UTM NORTHING 5432948.44
UTM EASTING 369454.31
POINT CORRECTION FACTOR: 0.99980117
ESTIMATED HORIZONTAL POSITIONAL ACCURACY 0.03 METRES



SIMS ASSOCIATES
LAND SURVEYING LTD.
225 FERN ROAD W.
QUAQUON BEACH, B.C. V8K 1S4
PHONE: 250-723-9121
FAX: 250-752-8241
FILE NUMBER: 15-122-S
DRAWING NUMBER: 15-122 SUBDIV

THIS PLAN LIES WITHIN THE JURISDICTION OF THE APPROVING OFFICER FOR THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE.
MOTI 6045 FILE: 2015-04472
THIS PLAN LIES WITHIN THE ALBERNI-CLAYOQUET REGIONAL DISTRICT.
THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED THE 07TH DAY OF FEBRUARY, 2016.
MICHAEL A. SIMS, BCLS #633

LOT A

LOT B

□ TP

PLAN

VIP54339

LO
F
VIP

72.40

DL 95

15.2

51.1

32.55

38.64

1
0.28 ha □ TP

HOUSE
(13.6m x 8.6m)

EXISTING SEPTIC
DISPERSAL FIELD

12.6

11.6

8.50

9.7

30.20

36.20

MOORE ROAD

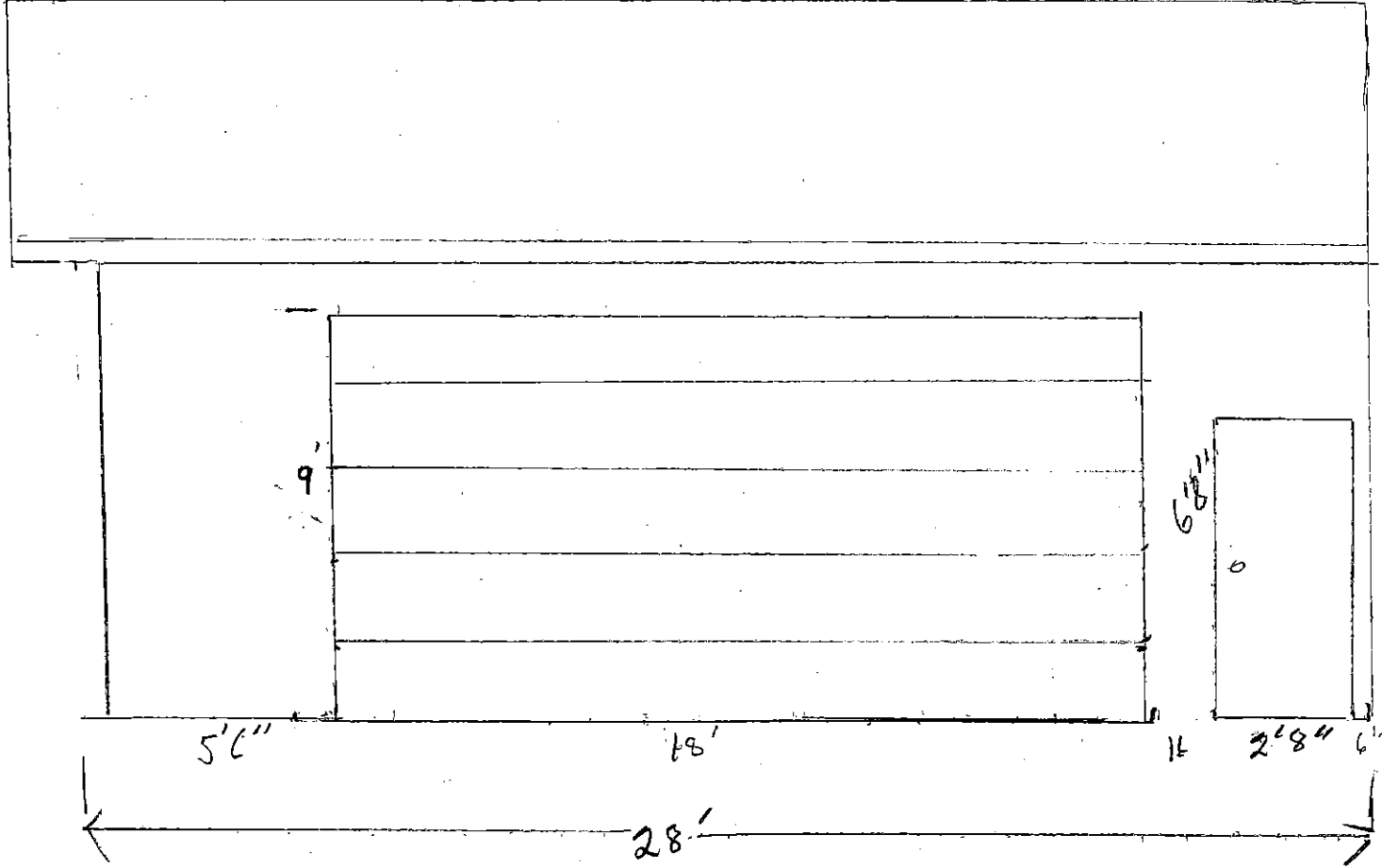
COMPUTATION SHEET

BC Hydro

Project _____ of _____

Computation of _____

Computed by _____ Date _____



284 sq ft

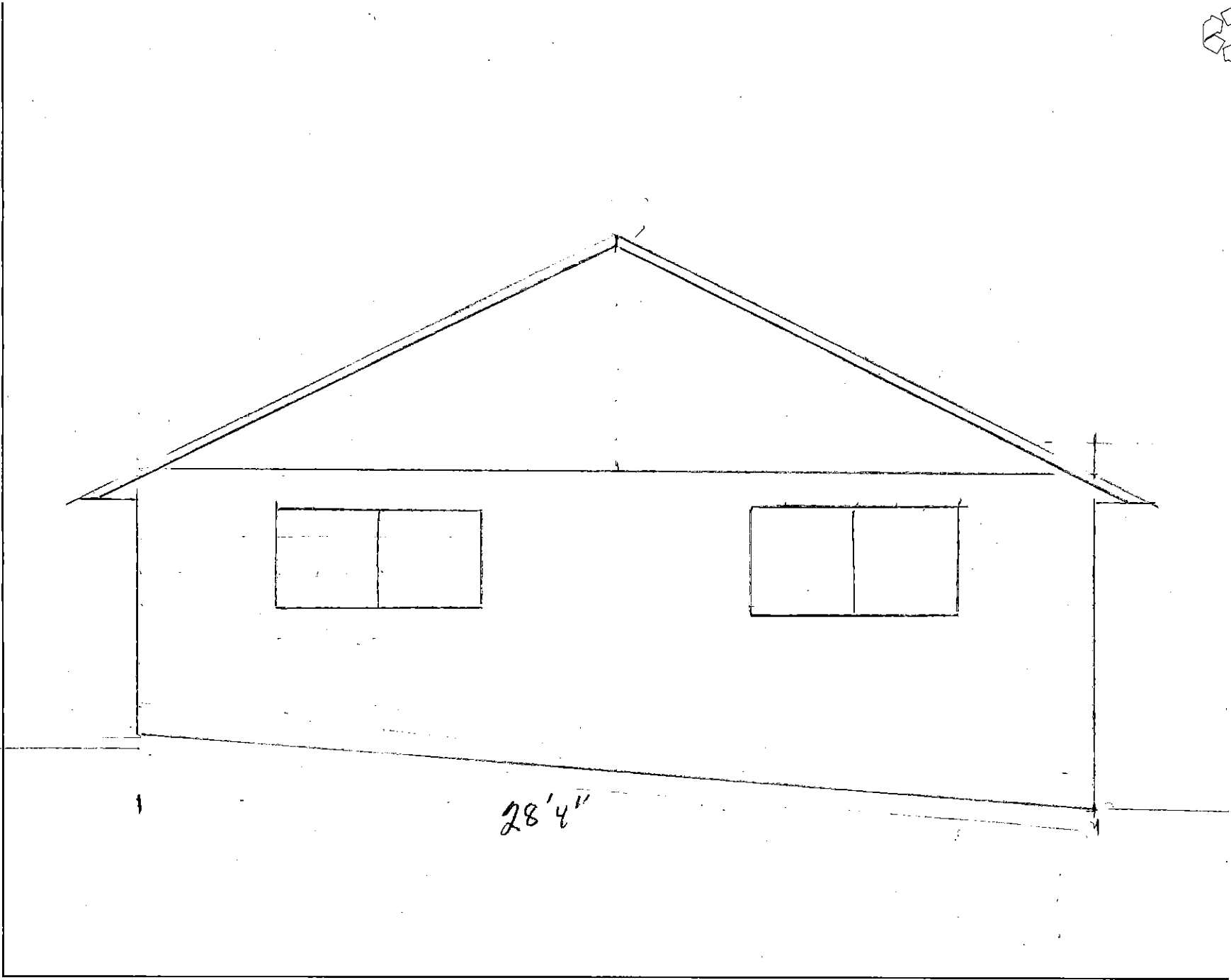
216
54
k.d



Project _____ Sheet _____ of _____

Computation of _____

Computed by _____ Date _____





134

5934

RST RD

2

EPP57192

PLAN 54

59151

C 3949

D 3935

930

5897

A

PLAN 26126

A 3948
DB 9723391



31

135

L.95

A1

A2

2

SUBJECT PROPERTY

PARK

ROAD S

RENTON

BEXLI

MOORE

AVE

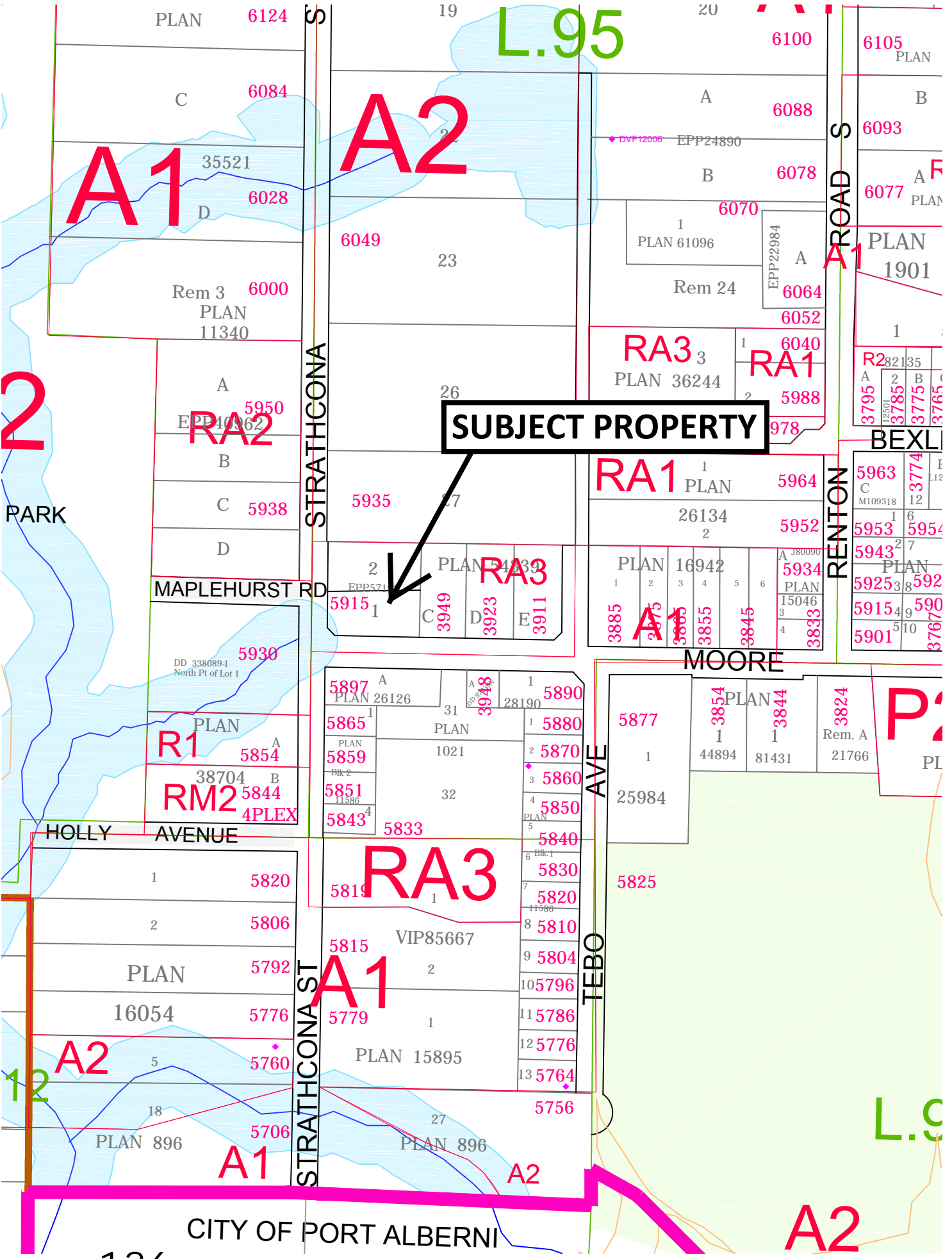
TEBO

L.9

A2

CITY OF PORT ALBERNI

136



PLAN 6124

19

20

6100

6105 PLAN

C 6084

A 6088

B 6093

35521

EPP24890

A F 6077 PLAN

D 6028

6070

PLAN 1901

Rem 3 6000
PLAN 11340

1 PLAN 61096
Rem 24

EPP22984
A 6064
6052

6049

23

RA3 3
PLAN 36244

1 6040
RA1 5988

1
R2 2135
A 2 B C
3795 3785 3775 3765

A 5950
EPP40362
RA2

SUBJECT PROPERTY

BEXLI

B 5938

5935

RA1 1
PLAN 5964

5964

5963
C M109318 12

C 5938

26134
2 5952

5953 5954
1 6

D 5938

PLAN 54239
RA3

PLAN 16942
1 2 3 4 5 6
A J80090
5934 PLAN
15046

5943
2 7
PLAN

MAPLEHURST RD

EPP571
5915 1
C 3949 D 3923 E 3911

3885
A 3775
3865
3855
3845
3833

5925 3 8
5925 3 8
5915 4 9
5901 5 10
3767

DD 338089-1
North Pt of Lot 1
5930

5897 A
PLAN 26126
31 30948 1 5890

5877
1
3854 PLAN 3844
1 1
44894 81431 21766
Rem. A
3824
P
PL

R1 5854
A

5865 1
PLAN 1021
5870
2

25984
5875
5860
3
5850
4
5840
5
5830
6
5820
7

38704 B
RM2 5844
4 PLEX

5851
1 386
32
5843 4
5833

5825
5820
8
5810
9
5804
10
5796
11
5786
12
5776
13
5764

HOLLY AVENUE

RA3

5815
VIP85667
2
5779
1
PLAN 15895

1 5820

2 5806

PLAN 5792

16054 5776

A2 5760

PLAN 896 5706

A1 5706

A1

A1

PLAN 15895

PLAN 896

PLAN 896

A2

CITY OF PORT ALBERNI

136



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3

Telephone (250) 720-2700 Fax (250) 723-1327

MEMORANDUM

TO: ACRD Board of Directors

FROM: Alex Dyer, Planner

DATE: September 06, 2017

RE: Public Hearing Report for Rezoning Bylaw P1348 (Heywood)

Recommendation:

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1348 be read a second time.

THAT Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw P1348 be read a third time.

A Public Hearing for Bylaw P1348 was held on Thursday, August 31, 2017 at the Alberni-Clayoquot Regional District office. The hearing was chaired by Electoral Area "D" (Sproat Lake) Director Penny Cote and attended by ACRD planning staff Alex Dyer and Charity Hallberg Dodds, the applicant Jason Heywood, and 12 members of the public.

Three written responses were received from the public and were read out at the public hearing. The written responses are attached to the public hearing minutes as Appendix 'A'. Referral agency responses were printed and made available for viewing at the public hearing. A letter from John Rowse, Registered On-Site Wastewater Practitioner was included regarding the septic capability of the site and made available to the public. This letter is attached to the public hearing minutes as Appendix 'B'. The agency referral comments were referenced, copies were made available to the public and are attached to the public hearing minutes as Appendix 'C'.

A presentation was made by the applicant Jason Heywood outlining his intention to subdivide the property with a 5 acre minimum lot size. Concerns raised by members of the public at the hearing and in the written correspondence received included fire safety and prevention, land clearing, fish habitat, increased runoff and road access.

RD17004

Prepared by: Alex Dyer
Alex Dyer
Planner

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

Douglas Holmes
Approved by: _____
Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

RD17004



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES AUGUST 31, 2017 – ELECTORAL AREA 'D'

Minutes of a Public Hearing held on Thursday, August 31, 2017 at 7:00 pm in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni BC.

Present: Penny Cote, Electoral Area 'D' Director
Staff: Alex Dyer, Planner and Charity Hallberg Dodds, Planning Assistant
Applicant: Jason Heywood
Members of the Public: 12

1. The meeting was called to order at 7:00 pm.
2. Director Cote introduces herself and planning staff. She explains the purpose of the public hearing, that there are procedural rules and regulations, that written minutes are being taken, and that the Board of Directors will receive a copy of the minutes before voting on the bylaw. She then outlines to the public, the process for commenting on the proposal. Director Cote asks staff to read out Notice of Public Hearing.
3. The notice is read by A. Dyer as follows:

A Public Hearing for residents and property owners within Electoral Area 'D' 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, August 31st, 2017.**

The purpose of this hearing is to consider Bylaw P1348 which is associated with a subdivision proposal that would dedicate road and create five-acre parcels.

Bylaw P1348 to amend the Regional District of Alberni-Clayoquot Zoning Bylaw No. 15 by rezoning PARCEL A (DD 11574N) OF LOT 197, ALBERNI DISTRICT, PLAN 1860 EXCEPT PARTS IN PLANS 29218, 34905 AND EPP49002 and a portion of LOT 1, DISTRICT LOT 197, ALBERNI DISTRICT, PLAN EPP49002 from Forest Rural (A3) District to Rural (A2) District.

**1077514 BC Ltd & Happy Homestead Holdings Ltd (Jason Heywood), Property Owners
Katherine Drive, West of McCoy Lake**

Anyone who feels their interest in property will be affected by the proposed bylaw will be given an opportunity to speak on matters contained in the bylaw.

The Public Hearing will be held by the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public review.

If you would like more information on this proposal, the bylaw and relevant background documents are available for public review at the Regional District of Alberni-Clayoquot office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday, from August 18, 2017 to August 31, 2017 inclusive.

Any correspondence submitted prior to the Public Hearing should be addressed to the following:



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES AUGUST 31, 2017 – ELECTORAL AREA 'D'

Alex Dyer, Planner

4. Director Cote then asks staff to read out any written submissions.
5. A. Dyer explains a redaction of a statement made in a letter from Bob Brown, as per a legal recommendation. A. Dyer then proceeds with reading the written submissions (Appendix 'A').
6. Director Cote and A. Dyer explain that the microphones are not for amplification but for recording and are being used at the public hearing to ensure accuracy of the minutes.
7. Director Cote asks the applicant to explain the proposal.
8. J. Heywood explains the proposal. He starts with responses to the written submission; he chooses to not comment on the B. Brown letter. He explains that the right-of-way concerns from the other two letters will be addressed at the subdivision stage with the Ministry of Transportation and Infrastructure (MoTI).

Originally, J. Heywood purchased the land as farmland. He liked the topography of the land and saw potential in it. He reviewed the zoning and OCP and considered the development potential in conjunction with the real estate trends in the valley.

He began by re-establishing old logging roads that had overgrown in time, then removed timber from the property. During the logging, he started to notice the potential views from the property. He intends to clean up the logging slash but has ceased operations due to heat and fire hazard. He notes that the property is mostly surrounded by forest lands owned by Island Timberlands.

He envisions 10 to 15 five-acre lots in the southern portion of the property as phase 1 of his development. He plans to run power to the subdivision off of the end of Sharon Drive. The ALR portion of land to the south east is a separate lot will not be part of the subdivision. He would like to see underground power within the development. His intention is to create lots for hobby farm use and would like to enhance the natural rock bluff features and rock work. He would like to see architectural designs for homes to include natural rock, wood and glass.

J. Heywood discusses the stream that runs through the property and the potential impacts to fish habitat. He explains that a culvert in the property caused some drainage and flooding issues during the logging phase and will require to be replaced. There is currently very little water on the property and the beaver ponds appear to be uninhabited. He says that beavers were trapped and removed many years ago and he has not seen evidence of them in current years. He states his concerns with McCoy Lake being pumped out for irrigation use and water being ditched and channeled.

Septic capabilities have been assessed by John Rowse who is a Registered Onsite Wastewater Practitioner (ROWP). J. Rowse has provided a letter (Appendix 'B') stating that the subject property is capable of accommodating sewerage systems at a density of at least one per every five acres of land. J. Heywood explains the glacial deposits of gravel as being useful and plentiful.

J. Heywood has been working with Glen Fyfe regarding wells and water supply on the property. G. Fyfe feels



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
AUGUST 31, 2017 – ELECTORAL AREA 'D'

that the area supports a medium to low water volume.

J. Heywood has been in touch with Dave Clough, RP Bio, to complete an assessment of the property as part of the subdivision and development permit application requirements. He would like to discuss the possible enhancement of the existing ponds.

He has discussed the road requirements with MoTI and they recommend a chip-sealed road surface. This will be dust free and mud free option. J. Heywood was surprised at the seasons changing from very dry to heavy rains. It was a long wet winter that created problems with mud and run off during logging. He apologized for the mud on the roadways and residents concern to his operations. He noted that there must have been fires on the property at some point; tree species were like the ones from areas of the Okanagan that had experienced wildfires in the past. He would like to encourage water collection systems including use of cisterns and roof top collection. He looks forward to completing landscaping and the property greening up following the logging. He will be developing new roads as per the final subdivision layout and will decommission the existing ones that are no longer necessary.

9. Director Cote thanks J. Heywood for his presentation. She now welcomes first comments from the public. She explains that anyone wishing to speak must come to the podium and state their name and address clearly before beginning.
10. Chris Wynans is the first to speak. He explains that he will first comment from the perspective of the Sproat Lake Volunteer Fire Department (SLVFD).

C. Wynans offers advice on fire prevention options being considered within the development. He explains that the property is within the SLVFD protection area and due to the proximity to the fire halls and dry hydrants, is in a 3B zone. Access from Tyler Drive needs to be reviewed and improved for safety reasons. Provision of a possible water source and easy access on roads can be a huge benefit to everyone. Reduction of travel distance, if possible, would reduce response time. He would like to see an overall plan of the final subdivision to make recommendations. Referring to the Fire Smart Guide when developing roadways, driveways, access widths, tree restrictions, and overall terrain was strongly recommended.

As a homeowner, he has lived in the area for 17 years. He had concerns around the pollution and run-off into Nook Creek during the logging phase. He feels that the failing culvert should have been assessed prior to operations. He would like to see improved work practices with future operations and more consideration and protection of fish habitat.

C. Wyans has seen beavers in the ponds at the end of Sharon Drive. He thinks it was around 3 years ago, but nothing in the last 1 ½ years. He feels that there was no selective logging; that it was more like a clearcut. He questions that operations ceased in the hot season as he has heard saws and skidders within the last week or so. He is unaware of the current road conditions. He says that new homes are most vulnerable to fire during construction as they do not have fire prevention measures in place yet.

11. Director Cote asks J. Heywood if he would like to comment.



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PUBLIC HEARING MINUTES
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12. J. Heywood asks C. Wynans about possible water supply options for fire protection within the development.
13. C. Wynans explains that Sproat Lake is not an approved source and describes what a dry hydrant is. He tells J. Heywood that SLVFD is willing to work with him to come up with suggestions and recommendations.
14. J. Heywood asks if a well is an option.
15. C. Wynans says depending on the flows, a well on or off the property could be one option.
16. J. Heywood says that he would like to be able to reduce fire insurance costs.
17. C. Wynans says that good planning can benefit insurance costs as well as increase property values overall. It is a win win situation.
18. Director Cote thanks C. Wynans and asks if any other member of the public would like to speak.
19. Jim Hills introduces himself. He asks who the owner of L38 is.
20. J. Heywood says Island Timberlands.
21. J. Hill feels that there is better access through L38 than through Tyler Drive. Tyler Drive poses a safety hazard as it is too narrow and joins Stirling Arm on a bad angle. Maybe connection to Littleton Drive is an option.
22. A. Dyer addresses access issues. He explains that the ACRD will encourage the MoTI to review and re-evaluate Tyler Drive. There were similar concerns from a 2002 application that were never addressed. Although the ACRD will be putting forward the request to improve the intersection for safety reasons, it is MoTI that will be making the final decisions regarding access to and within the development at the subdivision stage.
23. J. Hill confirms his concern for safety at that intersection and returns to his seat.
24. A. Dyer discusses the referral agency comments (Appendix ‘C’) that were received. He mentions that copies are available and he would like to go over a few of them now. He states that they all recommend approval or are unaffected. A. Dyer reads out MoTI’s response and discusses the 2002 concerns that will be brought to the MoTI’s attention. He also discusses concerns for protection of the watercourses, Nook Creek and McCoy Lake that were brought forward by the Tseshaht First Nation (TFN). He explains that the development proposal will be fully reviewed by a Registered Professional Biologist at the development permit application phase and prior to subdivision approval. Recommendations will be made and followed. A. Dyer discusses the ROWP letter as well.
25. Director Cote asks if anyone else would like to speak.
26. Terri-Ann Wynans introduces herself and states, for the record, her sincere concern for safety associated with the access on Tyler Drive. She feels the narrow road needs improvement and the intersection with



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
AUGUST 31, 2017 – ELECTORAL AREA 'D'

Stirling Arm is dangerous due to the corner and bad visibility.

27. Director Cote asks if anyone else would like to speak. She asks if staff has anything to add. She asks if the applicant has anything to add.
28. J. Heywood asks for information on the McCoy Lake Road bridge.
29. Director Cote explains that the bridge is unrelated to this application and public hearing.
30. Director Cote explains to the crowd that this is the final opportunity for anyone to add comments to this application. She advises that the no members of the Board of Directors can receive any new information between the end of the hearing and the September 13th Board Meeting. If any member does so, it would invalidate the public hearing and would have to be held again. She again asks if anyone else would like to speak.

Director Cote calls three times for further comments on the bylaw. Hearing none, she declares the hearing terminated at 7:42 pm.

Certified Correct:

Penny Cote, Director for Sproat Lake

Minutes Prepared by:

Charity Hallberg Dodds, Planning Assistant

AUG 28 2017

RECEIVED

Alberni Clayoquot Regional District Bylaw p1348 Jason P Heywood

My main concern is the chain of ownership, Jason Heywood was involved in this property 22 years ago. He was broke last fall and now he's purchased a 4 million dollar piece of property for a million dollars, that he borrowed from Martin Chambers. I have a copy of the proposal and nothing about the destruction of the salmon in the creek, cutting the land up with ditches and culverts will drain off all the summer water so all pools with smolts in them will dry up. Basically destroying the fish habitat in Nook creek. Ten acres is bad enough but five will be the destruction of the fishery in McCoy lake.

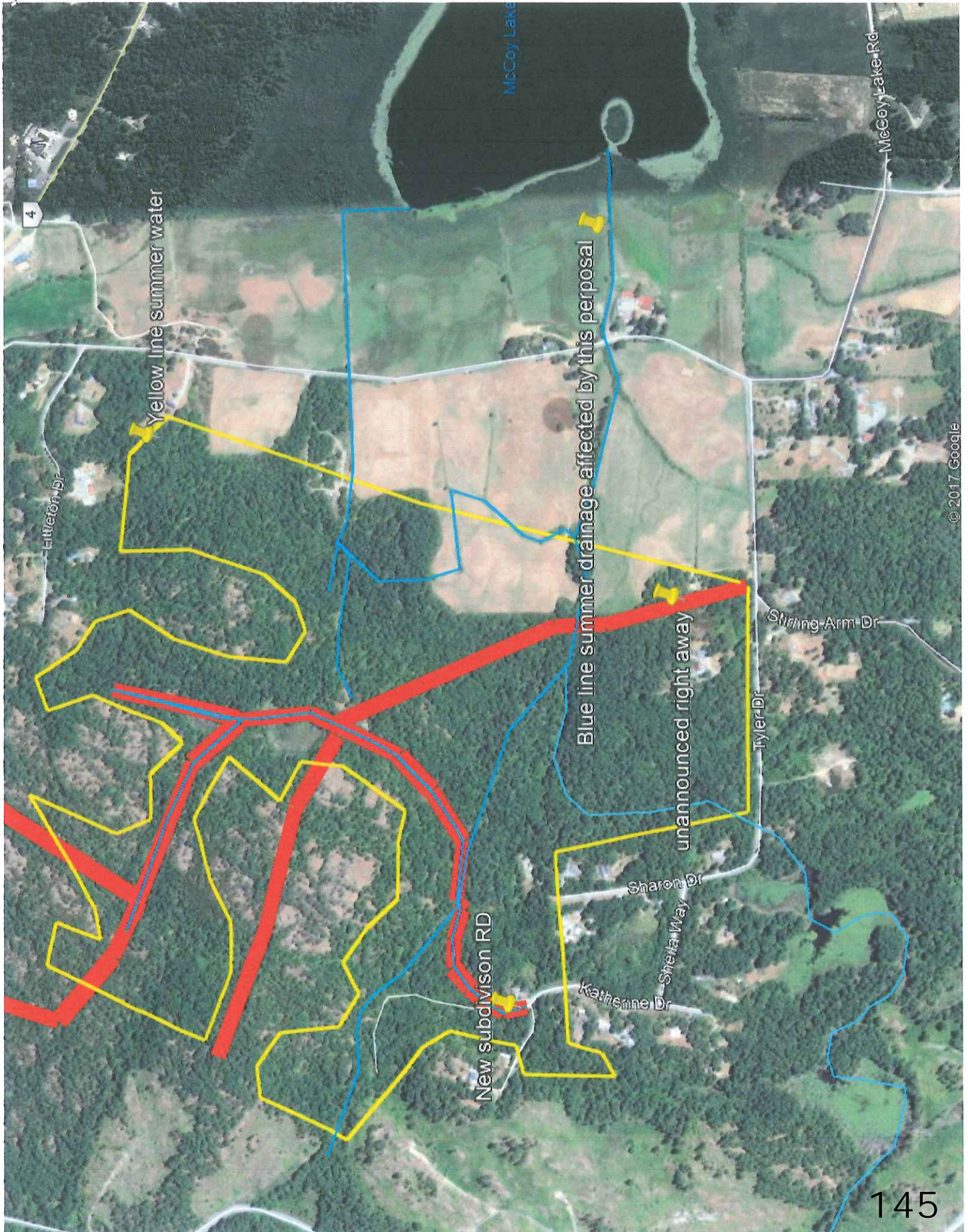
This land was owned by Irene Wenngatz some twenty two years ago from money that I believe Jason Heywood had given her before he moved to Peru for twenty two years. One million come on.

This will destroy a large ecosystem, most of McCoy lake's watershed will be turned into a sewer. Where do you get your water from if you live on that system.

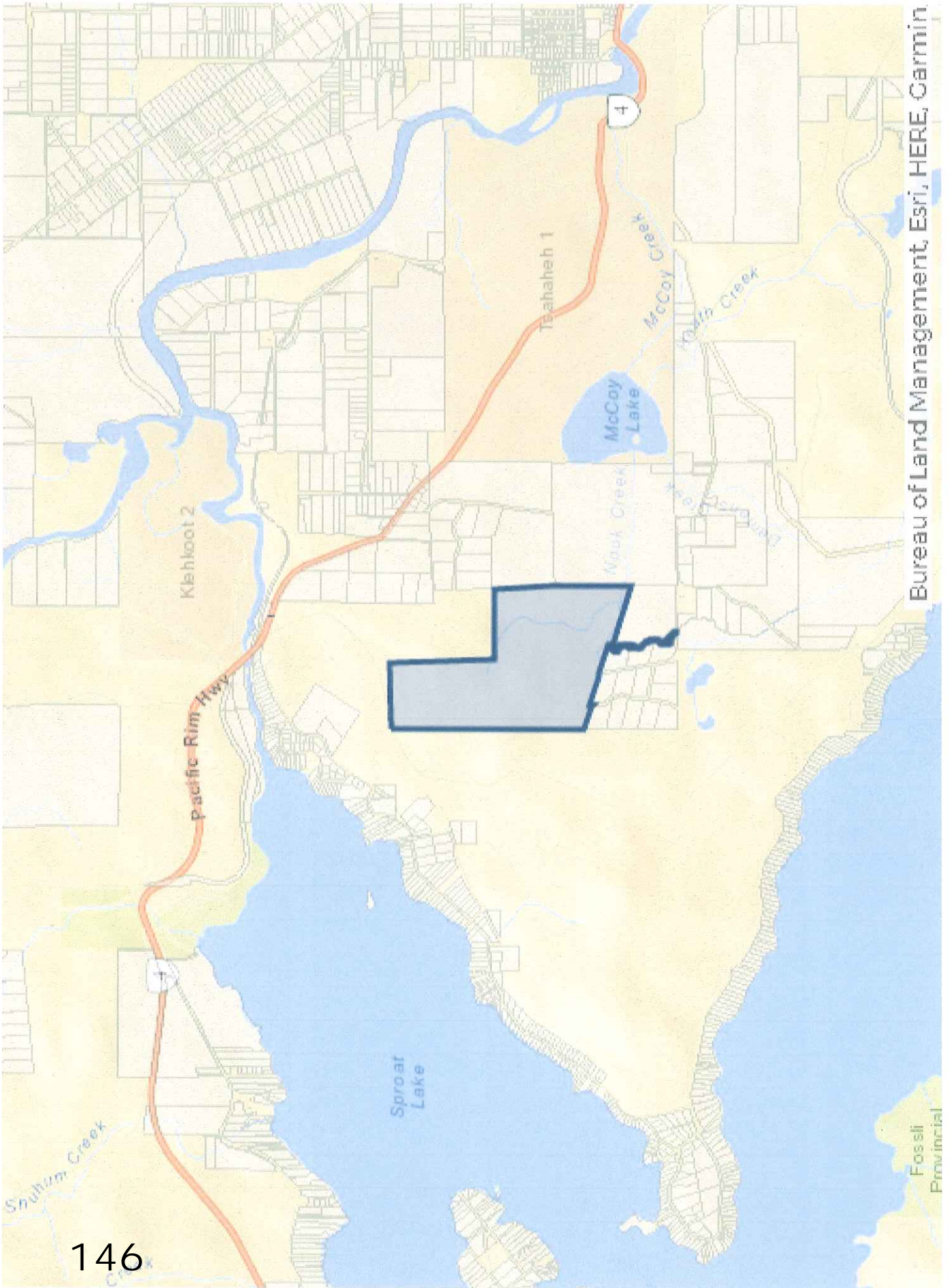
[REDACTED] are financing and involved in the Constructing of this subdivision, with absolutely no experience in construction of this nature. Once they finish this proposal they have another two hundred plus acres to go and effectively wiping the salmon out of McCoy lake. This is why we are losing our fish, no summer run off from the exposed land.

I don't see any mention of the creek the road runs along the main road, a little deception the mauve line is the new road proposal, the yellow line is the mess that has been made already and will be abandoned to the new property owners.

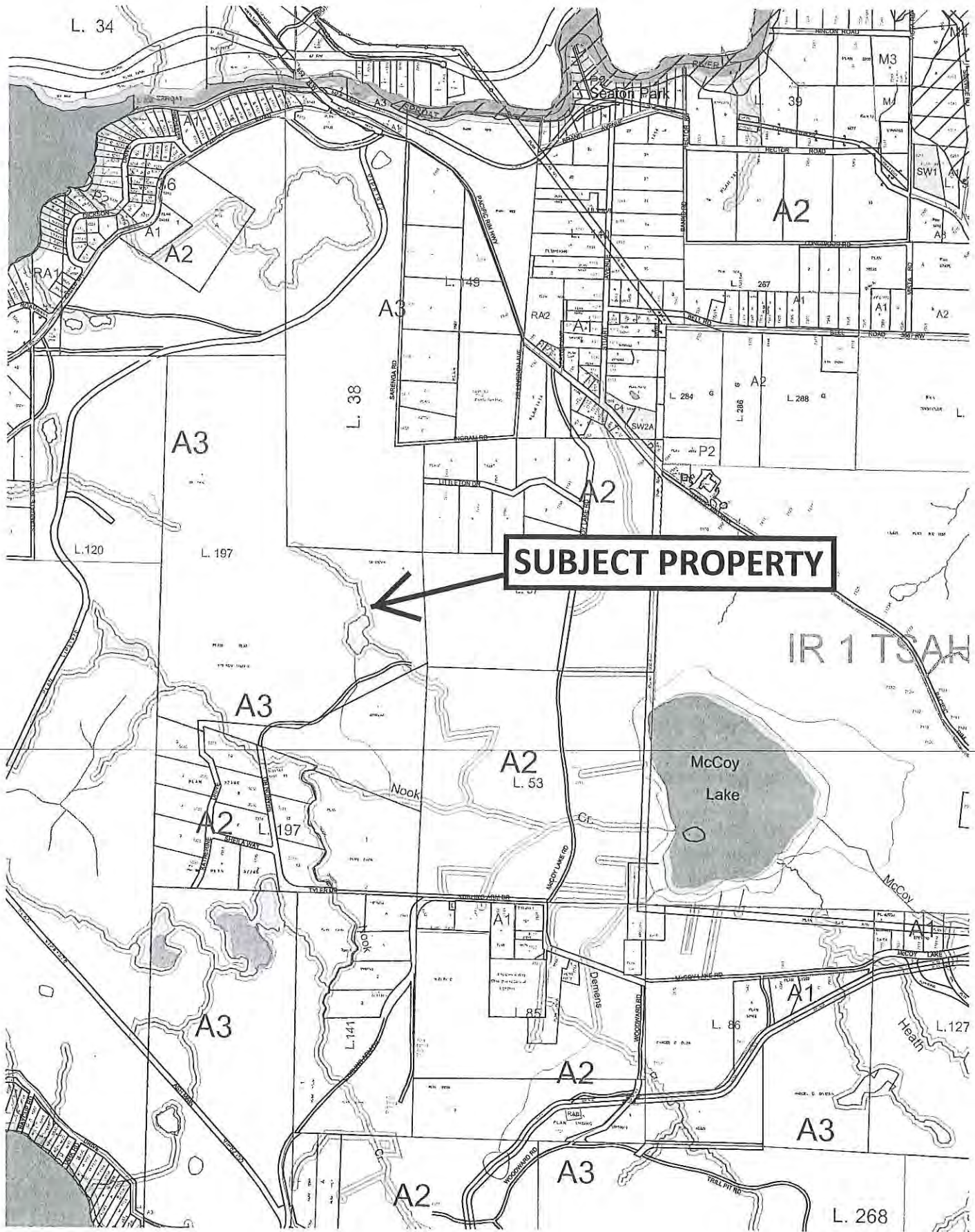
I believe the regional district is blindly trying to pass this travesty without due diligence. People in the area are not informed and the proposal looks like a twelve year old wrote it, a week's notice in the back of a local paper does not cut it. At the very least we must have more time to get the message out and certainly would like to see a fishery assessment and qualifications of those involved. Land lies FB seriously Bob Brown



© 2017 Google



Bureau of Land Management, Esri, HERE, Garmin



SUBJECT PROPERTY

August 30, 2017

McCoy Lake Farm Ltd
8081 McCoy Lake Rd
Port Alberni BC V9Y 9E5

To the Board of Directors ACRD

Alex Dyer, Planner

McCoy Lake Farm Ltd is responding to the Bylaw P1348 for a proposal subdivision of Lot 197 Alberni District Plan 1860.

This subdivision cannot go forward until the road called "Tyler Drive" is gazetted and surveyed out of District Lot 53. From the inset of this property DL 197, discussion with the Department of Highways have always insisted that Tyler Drive would have to be upgraded to accommodate additional traffic created from an expansion of this District Lot to a bigger subdivision. The ministries in previous meetings over the years with the ACRD have recorded the information to backup this necessity before any further expansion of a subdivision.

Also, looking at the map lines laid out on the Notice of Public Hearing for the subdivision of ALR of DL197, they do not match the lines of the original maps plus; there is part of the ALR Land not indicated on this Notice of Hearing Document. There has to be a re-drawing of these lines to the property pins. This is a misrepresentation of the land in comparison to the document put forward. This should be brought to the Attention of the ALC.

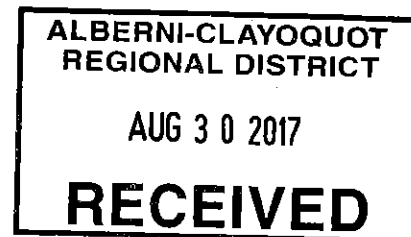
Further, there is no dedicated road to the parcel of ALR Land. This parcel would be land-locked. No public access.

McCoy Lake Farm Ltd will be available for further consultation on these matters.

Regards,



W.T. Thomson
President, McCoy Lake Farm Ltd



August 31st, 2017 Thursday

Dear Mr. Dyer,

Re: District lot 197 - Plan No. VIP29218 - Lot size 30.92

Confirming our discussion this morning whereby we pointed out that the assessed value of our property has always been the inclusion of the 33 foot piece of property that is now being considered as an easement for road allowance. How can this be?

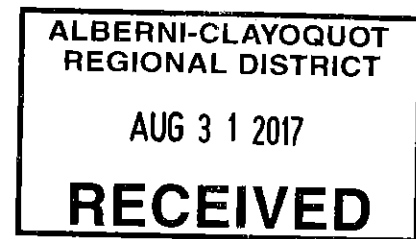
You advised us that this matter would be investigated and we are concerned that our ownership of this land does not seem to show on the information package that is available to the public.

Please assure us that our ownership of this land is made clear at this evenings public meeting.

Thank you.

Gordon and Daiena Thomson

Gordon Thomson
Daiena Thomson





John Rowse BAA, CPHI(C), MA Env, ROWP

PO Box 44121
2947 Tillicum Rd
Victoria BC V9A 7K1
www.jrscltd.com

Victoria 250-590-2514
Duncan 250-597-1531
Nanaimo 250-585-2151
Courtney 250-871-1531
Email: john@jrscltd.com

July 25, 2017

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

Dear Mr. Dyer

Re: Zoning Amendment Parcel A (DD 11574N) of Lot 197 Alberni District Plan 1860 Except Parts of Plans 29218,34905 and EPP49002

With respect to the rezoning of the above mentioned property and your email to Mr. Jason Haywood, dated May 29, 2017 , that requested a “Registered On-Site Wastewater Practitioner provide a letter stating that the proposed development is capable of accommodating on-site sewage disposal to a minimum 5 acre density”. Based on a preliminary site assessment carried out July 07, 2017, the property is capable of accommodating Sewerage Systems as defined in the Ministry of Health Sewerage System Regulation and in accordance with the Sewerage System Standard Practice Manual (SPM V3) at a density of at least one per every five acres of property in areas of the property that has a soil depth that meets or exceeds 60cm and there is an available area of at least 100 square meters.

Final determination of suitable areas on any subdivided parcel will be provided during the subdivision process.

If you have any questions with respect to this letter please feel free to contact me directly.

Yours Truly



John Rowse B.A.A., C.P.H.I.(C). MA Env. R.O.W.P.



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3

Telephone (250) 720-2700 Fax (250) 723-1327

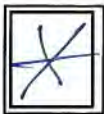
BYLAW RESPONSE SUMMARY

BYLAW NO.: P1348 ACRD FILE NO.: RD17004

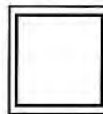
APPLICANT NAME: 1077514 BC LTD/JASON HEYWOOD

ACRD CONTACT: ALEX DYER

Date of Referral: May 16, 2017



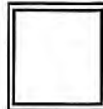
Approval Recommended for Reasons
Outlined Below



Interests Unaffected by Bylaw



Approval Recommended Subject to
Conditions Below



Approval NOT Recommended Due to
Reasons Outlined Below

That I review this proposal through the referral process with the Min. of Trans. and Infra. to evaluate the lots in accordance with our Standards and the Health Act Regulations

Thank You
[Signature]

Agency (please print): VIHA
Name (please print): Glenn Gibson Title: EHO
Signature: _____ Date: May 24/17

Charity Hallberg

From: Cragg, Jenna FLNR:EX <Jenna.Cragg@gov.bc.ca>
Sent: May-23-17 10:39 AM
To: Charity Hallberg
Subject: RE: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)
Attachments: RD17004 referral response sheet_20170517_Signed.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Hi Charity,

I have no concerns about this application given that a Professional Biologist will be hired to assess Riparian Areas during the subdivision phase.

Kind regards,
Jenna

From: Charity Hallberg [mailto:challberg@acrd.bc.ca]
Sent: Wednesday, May 17, 2017 1:01 PM
To: Cragg, Jenna FLNR:EX
Subject: FW: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

Hi Jenna,
I originally sent this to Maggie's email – not knowing that she had retired!

Charity Hallberg Dodds
Planning Assistant
Alberni-Clayoquot Regional District

From: Charity Hallberg
Sent: May-17-17 10:16 AM
To: glenn.gibson@viha.ca; morganne.franssen@gov.bc.ca; 'Henigman, Margaret FLNR:EX' <Margaret.Henigman@gov.bc.ca>; Mike Cann (Fire Dept) <firechief@sproatlakefire.ca>; 'Icheetham@sd70.bc.ca' <Icheetham@sd70.bc.ca>; Steve Tatoosh <steve@hupacasath.ca>; 'Darrell Ross' <dross@tseshaht.com>; Luc Stefani <lstefani@acrd.bc.ca>; Dylan Todd <dtodd@acrd.bc.ca>; Sara Huber (sara.huber@gov.bc.ca) <sara.huber@gov.bc.ca>
Cc: Mike Irg <mirg@acrd.bc.ca>; Alex Dyer <adyer@acrd.bc.ca>
Subject: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

Attached please find the referral package for the above bylaw as well as a response sheet. We would appreciate your response by June 1st, 2017. If you have any questions, please contact Alex Dyer by phone at 250-720-2708 or by email at adyer@acrd.bc.ca .

Charity Hallberg Dodds
Planning Assistant
Alberni-Clayoquot Regional District
Phone: (250) 720-2701
Fax: (250) 723-1327

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**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

3008 Fifth Avenue, Port Alberni BC, CANADA V9Y 2E3

Telephone (250) 720-2700 Fax (250) 723-1327

BYLAW RESPONSE SUMMARY

BYLAW NO.: P1348 ACRD FILE NO.: RD17004

APPLICANT NAME: 1077514 BC LTD/JASON HEYWOOD

ACRD CONTACT: ALEX DYER

Date of Referral: May 16, 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 Forests Lands and Natural Resource Operations

Name (please print): Jenna Cragg

Title: Ecosystems Biologist

Signature: _____

Date: 23-May-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.: P1348 ACRD FILE NO.: RD17004

APPLICANT NAME: 1077514 BC LTD/JASON HEYWOOD

ACRD CONTACT: ALEX DYER

Date of Referral: May 16, 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 (Alberni)

Name (please print): Lindsay Cheetham

Title: Secretary-Treasurer

Signature: _____

Date: 17May2017



**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.: P1348 ACRD FILE NO.: RD17004

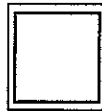
APPLICANT NAME: 1077514 BC LTD/JASON HEYWOOD

ACRD CONTACT: ALEX DYER

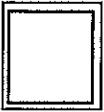
Date of Referral: May 16, 2017



Approval Recommended for Reasons
Outlined Below



Interests Unaffected by Bylaw



Approval Recommended Subject to
Conditions Below



Approval NOT Recommended Due to
Reasons Outlined Below

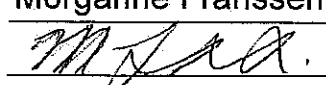
The Ministry has no objections to the bylaw amendment.

Please note, all review relating to subdivision including any road dedication will be assessed at the time of subdivision application.

Agency (please print): Ministry of Transportation and Infrastructure

Name (please print): Morganne Franssen

Title: District Development Technician

Signature: 

Date: May 31, 2017

Alex Dyer

From: Darrell Ross <dross@tseshaht.com>
Sent: August-31-17 4:52 PM
To: Alex Dyer
Cc: Hugh Braker (Work)
Subject: Re: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

Re :Do you have any comments that you would like us to include with the public hearing?
Tseshaht reserves the right to provide comment if needed at a later date.

Sent from my Samsung device

----- Original message -----

From: Alex Dyer <adyer@acrd.bc.ca>
Date: 2017-08-31 4:03 PM (GMT-08:00)
To: Darrell Ross <dross@tseshaht.com>
Cc: Hugh Braker <HBraker@tseshaht.com>
Subject: RE: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

Hi Darrell,

The Sproat Lake Official Community Plan designates a development permit area for riparian area protection which includes all land within 15 metres of a natural watercourse. Nook Creek and a tributary of Nook Creek dissect the subject property. This system drains into McCoy Lake and we want to ensure that any negative environmental impact on the creeks and lake are mitigated.

Prior to any land clearing within 15 metres of a creek and prior to any subdivision approval, the applicant is required to engage a Professional Biologist to assess the development and make recommendations to protect, enhance and restore the riparian area. The development permit with the biologist report attached must be issued by the Regional District prior to us recommending final approval of the subdivision. The applicant is in the process of bringing in a biologist to review the site.

Do you have any comments that you would like us to include with the public hearing tonight?

Best regards,

Alex Dyer

Planner

Alberni-Clayoquot Regional District

3008 Fifth Avenue Port Alberni, BC V9Y 2E3

250-720-2708 (direct)

250-723-1327 (fax)

adyer@acrd.bc.ca

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is prohibited. If you receive this e-mail in error please notify me immediately and delete it.

From: Darrell Ross [<mailto:dross@tshaht.com>]

Sent: August-31-17 11:49 AM

To: Charity Hallberg <challberg@acrd.bc.ca>

Subject: RE: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

I think Tshaht want to make sure no environmental impacts of McCoy lake has this been done?

There are three truths: my truth, your truth and the truth.

- Chinese Proverb

Darrell Ross

Research and Planning Associate

Tshaht First Nation

Phone: 250-724-1225

Fax: 250-724-4385
Cell: 250-720-9409

Address: 5091 Tsuma-as Drive
Port Alberni, BC
V9Y 8X9

Website: <http://www.tseshaht.com>



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From: Charity Hallberg [<mailto:challberg@acrd.bc.ca>]
Sent: August-31-17 11:06 AM
To: Darrell Ross <dross@tseshaht.com>
Cc: Alex Dyer <adyer@acrd.bc.ca>
Subject: RE: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

Hi Darrell,

The rezoning/bylaw applies to privately-owned land only.

Charity Hallberg Dodds

Planning Assistant

Alberni-Clayoquot Regional District

From: Darrell Ross [<mailto:dross@tshaht.com>]

Sent: August-31-17 11:01 AM

To: Charity Hallberg <challberg@acrd.bc.ca>

Subject: RE: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

For clarification is this private land or crown land?

There are three truths: my truth, your truth and the truth.

- Chinese Proverb

Darrell Ross

Research and Planning Associate

Tshaht First Nation

Phone: 250-724-1225

Fax: 250-724-4385

Cell: 250-720-9409

Address: 5091 Tsuma-as Drive
Port Alberni, BC
V9Y 8X9

Website: <http://www.tshaht.com>



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From: Charity Hallberg [<mailto:challberg@acrd.bc.ca>]
Sent: May-17-17 10:16 AM
To: glenn.gibson@viha.ca; morganne.franssen@gov.bc.ca; 'Henigman, Margaret FLNR:EX' <Margaret.Henigman@gov.bc.ca>; Mike Cann (Fire Dept) <firechief@sproatlakefire.ca>; 'lcheetham@sd70.bc.ca' <lcheetham@sd70.bc.ca>; Steve Tatoosh <steve@hupacasath.ca>; Darrell Ross <dross@tshaht.com>; Luc Stefani <lstefani@acrd.bc.ca>; Dylan Todd <dtodd@acrd.bc.ca>; Sara Huber (sara.huber@gov.bc.ca) <sara.huber@gov.bc.ca>
Cc: Mike Irg <mirg@acrd.bc.ca>; Alex Dyer <adyer@acrd.bc.ca>
Subject: Bylaw Referral Response Request - Bylaw P1348/Application# RD17004, 1077514 BC Ltd (Heywood)

Attached please find the referral package for the above bylaw as well as a response sheet. We would appreciate your response by June 1st, 2017. If you have any questions, please contact Alex Dyer by phone at 250-720-2708 or by email at adyer@acrd.bc.ca.

Charity Hallberg Dodds

Planning Assistant

Alberni-Clayoquot Regional District

Phone: (250) 720-2701

Fax: (250) 723-1327

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REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1348

OFFICIAL ZONING ATLAS AMENDMENT NO. 695

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. P1348.
2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning: PARCEL A (DD 11574N) OF LOT 197, ALBERNI DISTRICT, PLAN 1860 EXCEPT PARTS IN PLANS 29218, 34905 AND EPP49002 and a portion of LOT 1, DISTRICT LOT 197, ALBERNI DISTRICT, PLAN EPP49002 from Forest Rural (A3) District to Rural (A2) 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 10th day of May, 2017
Public Hearing held this 31st day of August, 2017
Read a second time this day of, 2017
Read a third time this day of, 2017

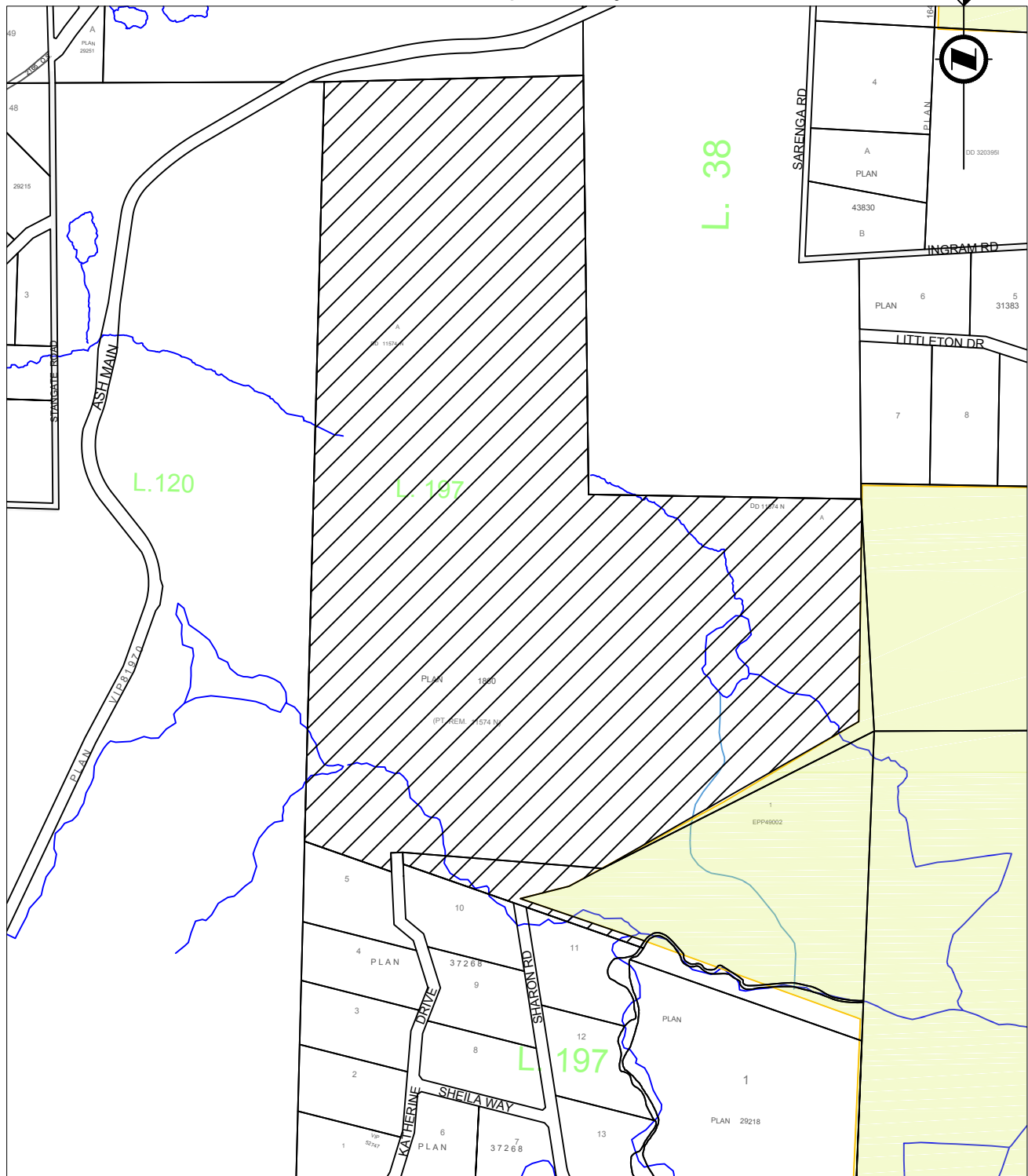
Adopted this day of, 2017

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1348



Legal Description: PARCEL A (DD 11574N) OF LOT 197 ALBERNI DISTRICT PLAN 1860 EXCEPT PARTS IN PLANS 29218, 34905 AND EPP49002 and a portion of LOT 1 DISTRICT LOT 197 ALBERNI DISTRICT PLAN EPP49002



To be rezoned from Forest Rural (A3) District to Rural (A2) 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

MEMORANDUM

TO: ACRD Board of Directors

FROM: Alex Dyer, Planner

DATE: September 07, 2017

RE: Public Hearing Report for Rezoning Bylaws P1355, P1356 and P1357
(Great Central Holdings Ltd.)

Recommendation:

THAT the Board of Directors receive the public hearing report.

THAT the Board of Directors receive the public hearing minutes.

THAT Bylaw P1355, Regional District of Alberni-Clayoquot Official Community Plan Amendment Bylaw be read a second time.

THAT Bylaw P1355, Regional District of Alberni-Clayoquot Official Community Plan Amendment Bylaw be read a third time.

THAT Bylaw P1356, Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw be read a third time.

THAT Bylaw P1357, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a second time.

THAT Bylaw P1357, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw be read a third time.

A Public Hearing for Bylaws P1355, P1356 and P1357 was held on Tuesday, September 05, 2017 at the Alberni-Clayoquot Regional District office. The hearing was chaired by Electoral Area "D" (Sproat Lake) Director Penny Cote and attended by ACRD planning staff Alex Dyer and Amy Anaka, the applicant Mark Marley representing Great Central Holdings Ltd, and 23 members of the public.

Referral agency responses were printed and copies made available at the public hearing, the agency referral responses are attached to the public hearing minutes as Appendix 'A'. Twenty-three (23) written

RD16004


responses were received from the public and were read out at the public hearing. The written responses are attached to the minutes as Appendix 'B'.


A presentation was made by the applicant Mark Marley outlining the proposed zoning amendments to the Comprehensive Development (CD1) District on their lands at Great Central Lake. Concerns raised by members of the public at the hearing and in the written correspondence received included increased traffic on Central Lake Road, parking, use of the public boat launch, fish habitat and sewage disposal.


The zoning text amendment Bylaw P1356 was amended by the Board on August 23rd to include Lodge Use as a permitted use in the CD1A District. The bylaw was given second reading at the August 23rd meeting as amended and the amended bylaw was presented at the public hearing.

There are a number of outstanding conditions of rezoning that will need to be met prior to adoption of the OCP and zoning amendments. Adoption of Bylaws P1355, P1356 and P1357 are subject to:

- i. Restrictive covenant FB364011 modified to require a geotechnical assessment prior to any development or land alteration within Lot 7, Plan VIP88188.
- ii. Report from a Professional Biologist assessing any potential negative impact on the foreshore and riparian areas from additional float homes. Support by the Department of Fisheries and Oceans will be required.
- iii. Restrictive covenant registered to Lot 7 and Lot 8, Plan VIP88188 requiring that any additional float home attached to the land be connected to an upland sewage disposal system.

Prepared by: 
Alex Dyer
Planner

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

Approved by: 
Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

RD16004



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES SEPTEMBER 5, 2017 – ELECTORAL AREA 'D'

Minutes of a Public Hearing held on Tuesday, September 5, 2017 at 7:00 pm in the Board Room at the Regional District of Alberni-Clayoquot Office, 3008 Fifth Avenue, Port Alberni, BC.

Present: Penny Cote, Electoral Area 'D' Director
Staff: Alex Dyer, Planner and Amy Anaka, Junior Planner
Applicant: Great Central Holdings Ltd. (Mark Marley)
Members of the Public: 23

1. The meeting was called to order at 7:00 pm.
2. Director Cote introduces herself and planning staff. She explains the purpose of the public hearing, that there are procedural rules and regulations, that written minutes are being taken, and that the Board of Directors will receive a copy of the minutes before voting on the bylaw. She then outlines to the public, the process for commenting on the proposal. Director Cote asks staff to read out the Notice of Public Hearing.
3. The notice is read by A. Dyer as follows:

A Public Hearing for residents and property owners within Electoral Area 'D' 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 Tuesday, September 5th, 2017 to consider the following bylaws associated with further development of recreational uses and facilities at Great Central Lake:

Bylaw P1355 to amend the Sproat Lake Official Community Plan Bylaw P1310 by designating a portion of the Great Central Lake lakebed being 100 metres out into Great Central Lake from the mean shoreline as "Float Home Use" and "Marina Use".

Bylaw P1356 to amend the text of the Regional District of Alberni-Clayoquot Zoning Bylaw No. 15 by amending section "161 Comprehensive Development (CD1) District (Mixed Residential/Commercial and Recreational Uses)" and subsections.

Bylaw P1357 to amend the Regional District of Alberni-Clayoquot Zoning Bylaw No. 15 by rezoning:

- LOT D, DISTRICT LOT 282, ALBERNI DISTRICT, PLAN VIP88184 and LOT 3, DISTRICT LOT 282, ALBERNI DISTRICT, PLAN VIP88189 from Comprehensive Development (CD1A) District to Comprehensive Development (CD1C) District;
- LOT 7 AND AN UNDIVIDED 16/91 SHARE IN LOT 1 DISTRICT LOTS 282 AND 283, ALBERNI DISTRICT, PLAN VIP88188 from Comprehensive Development (CD1C) District to Comprehensive Development (CD1D) District; and
- a portion of the Great Central Lake lakebed being 100 metres out into Great Central Lake from the mean shoreline from Forest Reserve (A4) District to Comprehensive Development (CD1B) District

(Great Central Holdings Ltd. – Great Central Lake)

Anyone who feels their interest in property will be affected by the proposed bylaws will be given an opportunity to speak on matters contained in the bylaws.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT PUBLIC HEARING MINUTES SEPTEMBER 5, 2017 – ELECTORAL AREA 'D'

The Public Hearing will be held by the Director for Electoral Area 'D', the Alternate Director or the Chairperson of the Regional Board, as a delegate of the Regional Board. A copy of the Board resolution making this delegation is available for public inspection.

If you would like more information on this proposal, the bylaws and relevant background documents are available for public review at the Regional District of Alberni-Clayoquot office during normal office hours, 8:00 am to 4:30 pm, Monday through Friday excluding statutory holidays, from August 24, 2017 to September 5, 2017 inclusive.

Any correspondence submitted prior to the Public Hearing should be directed to the following:

Alex Dyer, Planner

4. Director Cote then asks staff to read out any written submissions.
5. A. Dyer discusses the referral agency comments (Appendix A) that were received. He mentions that copies are available and he would like to go over a few of them now. He states that they all recommend approval or are unaffected. Tshesht commented that they have concerns around salmon habitat. Island Health provided recommendations on their Healthy Built Environment Initiative.
6. A. Dyer reads out the written submissions (Appendix B).
7. Director Cote asks the applicant to explain the proposal.
8. M. Marley explains the proposal. He states that the property was rezoned in 2005 which means a lot of the uses today are allowed to happen. He is asking for additional float homes to protect the bank. The changes requested in the proposal would not change the density. He is wanting to clean up the property. Marley's Restaurant is allowed but not in its current location, as it should be by the dam. The application would allow the marina that was originally missed.
9. Director Cote thanks M. Marley for his presentation. She now welcomes first comments from the public. She explains that anyone wishing to speak must come to the podium and state their name and address clearly before beginning.
10. A. Dyer explains that the microphones are not for amplification but for recording and are being used at the public hearing to ensure accuracy of the minutes.
11. K. Boyer (15-11000 Great Central Lake Road) is the first to speak. K. Boyer asked what happens to the current float cabins in the bay when the 30 new cabins come.
12. A. Dyer clarified that a portion of the existing float homes are located in areas that are already properly zoned. He also stated that float homes that are not properly zoned will be, and the total number of float homes will be 54.



**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
SEPTEMBER 5, 2017 – ELECTORAL AREA 'D'**

13. K. Boyer stated that she bought her float home years ago and has been paying taxes to the Regional District. She asked if there will be another boat dock with the launch. K. Boyer also stated that there are problems with the Omega Hatchery.
14. A. Dyer explained that the boat launch is owned by the Regional District and it needs work. The Regional District has a lease with the Omega Hatchery, and the Regional District would like to see upgrades made which need to be brought forward.
15. K. Boyer asked if the moratorium puts restrictions on the entire body of water.
16. A. Dyer clarified that the moratorium is only on the crown portion of Great Central Lake. The first bay is owned by TimberWest.
17. K. Boyer asked if power will be brought in.
18. M. Marley explained that upgrades will be done once there's development on that side of the bridge.
19. M. Marley stated that an access road will be built, and trails to the float homes. He also explained that the current covenant requires a geotechnical assessment before any work can be done.
20. K. Boyer stated that Mr. Sampson and his wife's property is in the process of being cleaned up, as it is on the edge of where the development will go. She also stated that letters were sent to Trestle RV Park and it's unknown how they will be affected by the development.
21. Director Cote thanks K. Boyer and asks if any other member of the public would like to speak.
22. Earl Forsett (11-11000 Central Lake Road/6529 Beaver Creek Road) introduces himself. He states that he is concerned about boat traffic. He would like to see a no wake zone created, as well as an improvement on break waters.
23. Mac Makenny (6-11000 Central Lake Road/10203 South Drive) introduces himself. He states that he is in favour of the proposal, and acknowledges that M. Marley pays his taxes and is a pleasure.
24. A. Dyer added a few additional comments. The bylaws were referred to Hupacasath First Nation who asked for lodge use to be reinstated. At the August 23, 2017 Regional Board meeting Bylaw P1356 was amended to include lodge use, which is what is being considered tonight. A. Dyer also stated that prior to adoption the covenant registered to lot 7 needs to be modified, which would require a geotechnical assessment. Another condition of adoption of the bylaws is that the proposal needs an assessment from a Professional Biologist and to be supported by the Department of Fisheries and Oceans. He also stated that there is a covenant on lots 7 and 8, which specifies that there needs to be connection to an upland sewage disposal system.
25. Director Cote asks if the applicant would like to respond to any comments.
26. M. Marley explains that a covenant is already in place which requires approval before any development occurs.



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
PUBLIC HEARING MINUTES
SEPTEMBER 5, 2017 – ELECTORAL AREA 'D'

27. Director Cote asks if there are any other first or second comments.
28. Director Cote explains to the crowd that this is the final opportunity for anyone to add comments to this application. She advises that no members of the Board of Directors can receive any new information between the end of the hearing and the September 13, 2017 Board Meeting. If any member does so, it would invalidate the public hearing and would have to be held again. She again asks if anyone else would like to speak.
29. K. Boyer asks where the cabins will go that are currently in the bay, and states that she has concerns about the size of the cabins as they are large.
30. M. Marley states that lot 7 has 1,800 feet of waterfront. He explains that there are no immediate changes happening, and residents will be involved in future planning.
31. Director Cote calls three times for further comments on the bylaw. Hearing none, she declares the hearing terminated at 7:36 pm.

Certified Correct:

Penny Cote, Director for Sproat Lake

Minutes Prepared by:

Amy Anaka, Junior Planner



**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 NOs.: P1355, P1356 & P1357 ACRD FILE NO.: RD16004

**APPLICANT NAME: Great Central Holdings Ltd. ACRD CONTACT: Alex Dyer
Date of Referral: May 17, 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

[Large empty rectangular box for detailed response or notes]

Agency (please
print):

School District 70 (Alberni)

Name (please print):

Lindsay Cheetham

Title: Secretary-Treasurer

Signature:

Date: 17May2017

June 15, 2017

Alex Dyer
Planning and Development
Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Dear Alex

RE: Application for Official Community Plan and Rezoning Amendment: Great Central Holdings lands, Great Central Lake (Your File No. RD16004)

Thank you for the opportunity to provide comment of the Great Central Holdings lands. The past few years have seen significant advances in linking land use planning with health outcomes; such as, the encouragement of physical activity and healthy eating to reduce obesity, greater safety as part of an injury prevention strategy, cleaner air and healthier living environments, access to health services, age friendly spaces to encourage health equity, restoration of natural environments to promote ecosystem functioning, improved social interactions amongst other potential health criteria.

How communities are planned and built, and the services and resources provided within them, directly impacts people's physical, mental, and social health. These impacts are reflected in levels of social cohesion, mental, and physical fitness, chronic disease, obesity, and injury.¹ In the next 25 years BC's population will grow 31% while the population over 65 will increase more than 100%. As the population ages, the prevalence rates of chronic conditions such as cardiovascular diseases, type 2 diabetes, and obesity will also increase.²

All of these health effects arise in part from our interaction with the built environment, e.g. the buildings, parks, schools, road systems and other infrastructure that we encounter in our daily lives. Research indicates that we can improve health and reduce illness through different approaches to planning our communities. According to the World Health Organization, 80% of some chronic diseases can be prevented through moderate exercise and improved nutrition; as well as, having well designed homes, sidewalks, transportation systems and playgrounds to help promote activity for all ages.

Island Health (VIHA) appreciates the opportunity to provide evidence-based recommendations and comments for this rezoning amendment. Highlights and recommendations are itemized below:

Highlights

- Current zoning allows for housing development along the uplands bank that has been recently logged. The proposal to move housing development away and restrict development along the bank will help provide stability to the natural environment and lessen risk to existing/future residents.
- The allowance for a restaurant and/or mix use development will provide local access to food and social gathering.

Regulatory Considerations

Drinking Water

- The present developments on the properties (the Ark and Trestle) are currently serviced by water supply systems that have been issued operating permits under the *Drinking Water Protection Act*. Under the *Drinking Water Protection Act* and *Regulation*, any construction, installation, alteration, or extension of (a) a water supply system, or (b) works, facilities, or equipment that are intended to be a water supply system or part of a water supply system, must be issued a construction permit from our Public Health Engineer. Consultation with our Drinking Water Officer will also be needed (for more information: <http://www.viha.ca/mho/water/> or call 250.755.6215).
- The drinking water source for the existing water systems is Great Central Lake; assurance that increased development on the foreshore will not impact the water quality is required.

Sewerage Disposal

- Sewerage disposal for the proposed development must be in compliance with the *Sewerage System Regulation* or the *Municipal Wastewater Regulation*.
- Section 2.1(1)(a) of the *Sewerage Disposal Regulation* states that the discharge of domestic sewage or effluent into a source of drinking water as defined by the *Drinking Water Protection Act*, or surface water is a prescribed health hazard. As such, all existing float homes must be connected to appropriate sewerage disposal systems to ensure that domestic sewage as defined by the *Sewerage Disposal Regulation* is not discharged to the lake; this definition includes waterborne waste from the preparation and consumption of food and drink, dishwashing, bathing, showering, and general household cleaning and laundry.

Food Premises & Pools

- The Health Protection and Environmental Services (HPES) department in Island Health have a regulatory role in food premises and recreational water (pools and hot tubs) from construction to operation. Any changes to the existing food premises and

the possible construction of new food premises and pools must be undertaken with the appropriate construction and operating permits.

Recommendations under Island Health's Healthy Built Environment Initiative

- Assessment of the proposed development for negative impacts on the foreshore and riparian area is important in the preservation and health of the natural environment. Ensure that mitigation measures or conditions to the development are put in place to ensure that biodiversity, biological productivity, and health of the natural environment is protected. A healthy natural environment provides an opportunity for residents to interact and view nature, which in turn provides a positive impact on human physical and mental well-being.
- It is vital that any conditions placed on development permits for DPA1 and DPA2 as it pertains to the OCP are followed in order to protect the natural environment and therefore the health and well-being of the population.
- Recommend addition of a nature trail, bike path, or greenspace that promotes physical activity that is accessible by all ages and abilities. Physical inactivity is linked to higher rates of obesity and poorer health outcomes including increases in chronic disease conditions.
- The provision of a community garden will give residents (particularly float homes, without access to outdoor land space) an opportunity to grow food. Research suggests that small-scale agricultural activities, like community gardens, help build local food knowledge and preference while adding to the local food supply. Local community gardens have the added benefit of providing a space that encourages neighbourly interactions.

If you have any questions or comments, please contact the undersigned for further clarification or discussion.

Sincerely,

Angela Wheeler
Regional Built Environment Consultant

cc: Stephanie Bruvall, District Environmental Health Officer, Port Alberni, Island Health
Charlene MacKinnon, Senior Environmental Health Officer, Campbell River, Island Health

¹ Provincial Health Services Authority (PHSA) (2008). *Introduction to Land Use Planning for Health Professionals*. Retrieved June 5, 2017 from: <http://www.phsa.ca/Documents/introductiontolanduseplanningforhealthprofessional.pdf>

² PlanH. (2014). *How do Local Governments Improve Health and Community Well-being? A Resource Guide for Local Governments*. Retrieved June 5, 2017 from: http://planh.ca/sites/default/files/planh_local_government_guide-web_0.pdf

Alex Dyer

From: Alex Dyer
Sent: May-19-17 3:56 PM
To: 'Darrell Ross'
Cc: Mike Irg
Subject: RE: Bylaw Referral Response Request - Bylaws P1355, P1356 & P1357/Application# RD16004, Great Central Holdings Ltd.

Hi Darrell,

Thank you for your quick response, we really appreciate the feedback.

When the foreshore area within this development was first rezoned to allow for float homes in 2005 there was significant work done on assessing the impact on salmon rearing habitat. This was reviewed by the applicant's fisheries biologist at the time in conjunction with staff from the Department of Fisheries and Oceans.

Recognizing the fact that the proposed rezoning would increase the number of float homes from 24 to 54 and include an area along the south side of their foreshore that is currently undeveloped, the ACRD Board has required a report from a Professional Biologist. As a condition of rezoning, the applicant must provide a report from a Professional Biologist assessing any potential negative impact on the foreshore and riparian areas from the additional float homes and must also provide support from DFO. As this is a "subject to" condition of rezoning, the Board will not finalize the zoning amendments as proposed without seeing positive results of this assessment.

As a second level of fisheries habitat protection, the Sproat Lake Official Community Plan also designates "Development Permit Area I – Riparian Areas Protection" which includes all lands within 30 metres of Great Central Lake, Boot Lagoon and the Stamp River. Prior to any development, subdivision, vegetation clearing or land alteration within this 30 metres riparian area, the applicant must apply for a development permit and provide the report from a Professional Biologist.

Do you have any information on salmon habitat in this area? Or any information on the impact of float homes on salmon habitat?

Thanks again, please let me know if you have any questions.

Alex Dyer

Planner

Alberni-Clayoquot Regional District

3008 Fifth Avenue Port Alberni, BC V9Y 2E3

250-720-2708 (direct)

250-723-1327 (fax)

adyer@acrd.bc.ca

This e-mail is confidential and may be privileged. Any use of this e-mail by an unintended recipient is prohibited. If you receive this e-mail in error please notify me immediately and delete it.

From: Darrell Ross [<mailto:dross@tseshaht.com>]

Sent: May-17-17 2:14 PM

To: Charity Hallberg <challberg@acrd.bc.ca>

Cc: fisheries <fisheries@tseshaht.com>

Subject: RE: Bylaw Referral Response Request - Bylaws P1355, P1356 & P1357/Application# RD16004, Great Central Holdings Ltd.

Tseshah have concerns namely around salmon habitat do you have info on?

There are three truths: my truth, your truth and the truth.

- Chinese Proverb

Darrell Ross
Research and Planning Associate

Tseshah First Nation

Phone: 250-724-1225
Fax: 250-724-4385
Cell: 250-720-9409
Address: 5091 Tsuma-as Drive
Port Alberni, BC
V9Y 8X9
Website: <http://www.tseshah.com>



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From: Charity Hallberg [<mailto:challberg@acrd.bc.ca>]

Sent: May-17-17 1:00 PM

To: Annette Thingsted (anette.thingsted@gov.bc.ca) <anette.thingsted@gov.bc.ca>; glenn.gibson@viha.ca; Jenna Cragg <jenna.cragg@gov.bc.ca>; DeVito, Jill <Jill.Devito@dfo-mpo.gc.ca>; 'lcheetham@sd70.bc.ca' <lcheetham@sd70.bc.ca>; Mike Cann (Fire Dept) <firechief@sproatlakefire.ca>; Steve Tatoosh <steve@hupacasath.ca>; 'Mezynska, Urszula CSCD:EX' <Urszula.Mezynska@gov.bc.ca>; Darrell Ross <dross@tseshah.com>; Luc Stefani <lstefani@acrd.bc.ca>; Dylan Todd <dtodd@acrd.bc.ca>

Cc: Mike Irg <mirg@acrd.bc.ca>; Alex Dyer <adyer@acrd.bc.ca>

Subject: Bylaw Referral Response Request - Bylaws P1355, P1356 & P1357/Application# RD16004, Great Central Holdings Ltd.

Attached please find the referral package for the above bylaws as well as a response sheet. We would appreciate your response by June 1st, 2017. If you have any questions, please contact Alex Dyer by phone at 250-720-2708 or by email at adyer@acrd.bc.ca.

Charity Hallberg Dodds

Planning Assistant

Alberni-Clayoquot Regional District

Phone: (250) 720-2701

Fax: (250) 723-1327

Alex Dyer

From: Warren Lauder <Warren@hupacasath.ca>
Sent: June-15-17 2:12 PM
To: Mark @ Mahoe Properties; GIS; Steve Tatoosh
Cc: Alex Dyer
Subject: RE: Great Central Lake

Thanks for update Mark, and it was great to touchy base again, Brandy or Steve from our referral department can supply you with that.

Cheers

Warren Lauder
Councillor
Hupacasath First Nation
250-724-4041 ext 27
cell 250-720-9979



From: Mark @ Mahoe Properties [mailto:mark.mahoe@shaw.ca]
Sent: Thursday, June 15, 2017 1:58 PM
To: Warren Lauder; GIS
Cc: Alex Dyer
Subject: Great Central Lake

Good afternoon Warren and Brandy,

Thank you for taking the time to meet with us last Thursday. As discussed, we have applied for a rezoning of our lands at Great Central Lake. In the rezoning application, we have asked to increase the number of campsites allowed, as well as additional float home sites. In the process of preparing the paperwork, the current Lodge use has been eliminated. In our previous rezoning years ago, the Hupacasath First Nation had asked if we would consider looking at some form of agreement for the Hupacasath to be involved in the construction and operation of the Lodge. This was welcomed and Great Central Holdings provided the Band office with a Letter of Understanding dated April 11, 2005 and a subsequent email dated August 29, 2007 which more specifically addressed the Lodge site.

However, as mentioned, the Lodge use has been removed, therefore, we would not be able to enter into such an agreement if desired. In our meeting last Thursday, you requested that we ask the Regional District to reinstate the Lodge use in our current rezoning application. We believe our application will need to be revisited by the Advisory Planning Commission and the Regional District Board of Directors. Although this may delay our application, we would like to ensure the opportunity remains for us to possibly enter into a form of development agreement in the future. We will request that the ACRD planning department proceed with the necessary paperwork to reinstate the Lodge use into our rezoning application. As mentioned in our meeting, it would be very helpful if the Hupacasath Council could provide the Regional District (Alex Dyer) a letter confirming that they would like the Lodge use to remain. This does not bind Council or the Band, it simply allows our previous agreement to remain in effect.

We appreciate your time to meet with us. Please let us know if we can assist you in any way in and around the lake.

You will see that we have cc'd Alex Dyer at ACRD with this email.

Respectfully,

Mark and Danielle Marley
Great Central Holdings Ltd.

All information in this message and attachments is confidential and may be legally privileged. Only intended recipients are authorized to use it. E-mail transmissions are not guaranteed to be secure or error free and sender does not accept liability for such errors or omissions.

Please consider the environment before printing this email.

Alex Dyer

From: Chadwick, Narissa CSCD:EX <Narissa.Chadwick@gov.bc.ca>
Sent: June-22-17 5:00 PM
To: Charity Hallberg
Cc: Alex Dyer
Subject: Bylaw Referral Response - Bylaws P1355, P1356, P1357

Hi Charity,

Thank you for referring the proposed amendment to portions of the foreshore of Great Central Lake in the Sproat Lake Official Community Plan, the text of the Comprehensive Development (CD1) District, and rezoning of portions of the subject properties to the Ministry of Community, Sport and Cultural Development for comment. Your request was forwarded to me by Ursula Mezynska as I am now your provincial contact.

In keeping with referral best practices, please ensure that you have referred the proposed bylaws to the appropriate ministries, First Nations and other agencies that may have significant interest in the actions and policies you have identified before entering into the final bylaw approval and adoption processes. The Provincial Consultative Areas Database will help you identify First Nations' interests

<http://www.geobc.gov.bc.ca/applications/index.html#firstnation>. Please also ensure that you keep a detailed record of your referral efforts.

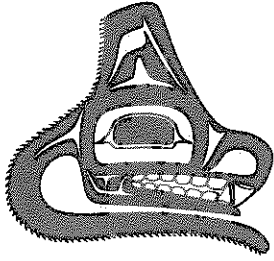
The Ministry has no concerns with the proposed bylaw at this time, subject to any provincial interests that may be raised through your broader referral process. Please continue your referral process with other ministries, agencies and First Nations as appropriate to provide them with an opportunity to review and respond to the proposed bylaws. If any major issues arise through your referral process with agencies and First Nations please feel free to contact me.

Regards,
Narissa

Narissa Chadwick MCIP, RPP
Senior Planner
Ministry of Community, Sport and Cultural Development
Province of British Columbia
PO Box 9841 STN PROV GOVT
Victoria, BC V8W 9T2

Phone: (778) 698-3458

"Everytime I see an adult on a bicycle, I no longer despair for the future of the human race" -H.G. Wells



Hupacasath First Nation

5500 Ahahswinis Drive
PO Box 211
Port Alberni, BC V9Y 7M7
Tel: 250-724-4041
Fax: 250-724-1232

July 25, 2017

Mark and Danielle Marley

Great Central Holdings Ltd.

Dear Mr. and Mrs Marley

We thank you for meeting with us in June. We support your rezoning application and your increase of campsites, float home sites.

We still support our Letter of Understanding from April 11, 2005 and August 29, 2009 for working together on the construction and operation of a lodge.

It would be our preference for the Regional District to reinstate the lodge use in your rezoning application.

Although we are not ready to proceed with this lodge at the moment, we are looking to proceed in the future.

Sincerely,

Steven Tatoosh

Chief Councilor

Warren Lauder

Councilor

Brandy Lauder

Councilor

Alex Dyer

From: marilyn bradley
Sent: September-04-17 9:59 AM
To: Alex Dyer
Cc: mark.mahoe@shaw.ca
Subject: Rezoning application-Great Central Holdings LTD

To whom it may concern,

This email is written in support of the proposed rezoning of by-laws requested by Great Central Holdings Ltd. We are owners of lot 33 Trestle RV Park, adjacent to part of the planned development.

Marilyn and Terry Bradley

Alex Dyer

From: Mike
Sent: August-28-17 5:28 PM
To: Alex Dyer
Subject: Great central

Hey Alex, my name is mike centi (cabin #19 GC lake).I do support the projects mark has planned for the lake.charity can confirm who i am.also do you have any information about the abandoned cabin under the falls just off marks property?

Sent from my iPad

Alex Dyer, Planner
Regional District of Alberni-Clayoquot
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3
Tel: 250 720 2700
Email: adyer@acrd.bc.ca

Campbell River, 05 September

Re: Bylaws P1355, P1356, P1357

We want to take this opportunity to provide some background and some notice.

Cermaq Canada's Boot Lagoon Hatchery has been in operation since the late 1970's and continues to be in operation to this day, employing 12 regular full time staff from the area and many local contractors.

This is a modern, state of the art 'Flow Through' Hatchery that also utilizes Recirculation Technologies to produce healthy salmon smolts for Cermaq Canada marine facilities. The operation uses primarily Electric motors on its small engines but also have gas, diesel and propane equipment operating at the site.

Smolt transports take place primarily in the night and early mornings primarily in the Fall and Spring. These transports require lights and involve tractor trailers (transport trucks).

In the event of power outages there are 4 Diesel generators to maintain steady electrical power to the Facility. There is essential equipment such as Blowers and pumps that operate on a 24 hour, 7 days per week 365 day per year basis.

Due to the sensitive and critical systems in place to rear live stock there are alarms informing staff that an issue has arisen. While we have silenced the audible alarm at night there will be audible alarms sounding during the day.

While Cermaq Canada has placed mitigation of sound and lights on the site where it is reasonable and effective, there is always some sound emanating from the site. Lights are kept off as much as safety allows, but there are lights on at all hours of the night.

This is what must be communicated to any new owners/occupants that may be at these proposed areas. Without doubt there will be sounds and lights at the hatchery throughout a 24 hour day - more so during events but generally throughout the year.

We also have concerns about sewage and other deleterious materials being introduced to Great Central Lake. We trust that proper disposal methods and mitigation actions and rules preventing these types of water quality issue will be in place and monitored.

It is of great importance to Cermaq Canada that any prospective occupants are aware that there is a large scale aquaculture facility operating full time at Boot Lagoon.

Kind regards
Cermaq Canada Ltd.

A handwritten signature in black ink, appearing to read 'Tom Foulds', is positioned below the typed name.

Tom Foulds, BSc.
License & Compliance Officer

Alex Dyer

From: Tom Foulds <Tom.Foulds@cermaq.com>
Sent: September-05-17 3:02 PM
To: Alex Dyer
Cc: Jack Edwards
Subject: Cermaq Canada Comments for Bylaws P1355, P1356, P1357
Attachments: 2017-09-05 Cermaq Canada Boot Lagoon comments Bylaw P1355,1356&1357.pdf

Hello Alex,

In regards to the proposed bylaw changes for land adjacent to our Boot Lagoon Hatchery at the mouth of the Stamp River, Great Central Lake.

We do not have any concerns regarding the changes, however we would like to request that you read out the attached letter so that it may be included in the meeting notes. We feel that it is important that should anyone wish to purchase and place a float home(s) on the shoreline, be made aware of our presence and impacts (sound & visual) that we may have on the area.

Many Thanks,

Tom Foulds

Tom Foulds
License & Compliance Officer

CERMAQ

Phone +1 250-286-0022
Direct +1 250-286-0022 ext. 2241
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GREAT CENTRAL LAKE HOLDINGS

To whom it may concern

I am writing this letter in support of the proposed amendment to Bylaw 1310 & 15 for Great Central Lake holdings to expand 100 metres into Great Central Lake for Marina and Float Home use.

Since 2013 Great Central lake Holdings has employed Coastal Bridge & Construction Ltd in several stages of construction of the Trestle R.V. Park and the Marina with works to date totaling over \$250,000.00.

Coastal Bridge & Construction Ltd employs 24 people that live and work in Port Alberni and the A.C.R.D area, the new proposed amendments to the bylaws will mean much more future works for Coastal Bridge with Great Central Lake Holdings, and help the economy in Port Alberni grow.

Thank you

Chris Dods



President

Alex Dyer

From: Roger Cucheran
Sent: September-05-17 1:08 PM
To: Alex Dyer; Mark Marley
Subject: Proposed Development at Great Central Lake

Dear Mr Dyer,

Thank you so much for taking the time to come and visit us personally regarding the proposed changes at Great Central Lake.

My wife and I are in full support of the proposed changes to the zoning and look forward to the continuation of a growing community at the lake. We welcome the proposed idea of a golf course, swimming pools and more campground areas. We look forward to the further development of the float home area. We love Trestle RV Park and the care and attention that was put into the development of the community. Everything was carefully planned out and we have full trust that Mark Marley will continue to develop the area with the same care and commitment.

Thanks again for asking for our input. I am sorry I am unable to attend tonight's meeting to show support for these changes but I am currently working out of town.

Yours,

Roger Cucheran,
Lot 16, Trestle RV Park.

Alex Dyer

From: Greg Cunningham
Sent: September-05-17 2:28 PM
To: Alex Dyer
Subject: Public Hearing - Great Central Lake Holdings- Great Central Lake

I am an owner of a strata lot, part of EPS817, Trestle RV Park. This RV park is in the vicinity of the land that is subject to a rezoning request by Great Central Holdings (Bylaw P1355, P1356 and P1357). Based on my knowledge of the overall development proposed by Great Central Holdings, I am writing this email to give my support to the rezoning request. I see this as a positive development for the community at Great Central Lake that will provide additional recreational opportunities for residents.

Greg Cunningham

Alex Dyer

From: Don and Marge
Sent: August-29-17 5:33 PM
To: Alex Dyer; Mark @ Mahoe Properties
Subject: Rezoning application

Good afternoon,

In regards to the application for re-zoning, around the area of Trestle RV Park.

We, Don and Marge Dadswell , owners of Lot 39, Trestle RV Park, DO support Mr. Mark Marley, in his expansion of the campgrounds.

Thank you,

Don and Marge Dadswell

Alex Dyer

From: Christina Dicks
Sent: September-05-17 1:35 PM
To: Alex Dyer
Subject: rezoning request

To whom it may concern:

This is a letter to support the rezoning request for the Great Central Lake area by Mark Marley, (Mahoe Properties).

We are property owners at the Trestle RV park, Lot # 11-1075 Central Lake rd. and we support the request made to the ACRD for rezoning.

Please feel free to contact us if you require any additional information.

Sincerely,

Christina Dicks and Ed Dicks

Alex Dyer

From: Shelley Mann
Sent: August-31-17 8:38 AM
To: Alex Dyer
Subject: Notice of Public Meeting Re: Great Central Lake holdings

To Alex Dyer

We are unable too attend the public hearing on Tuesday September 5th but wanted to make sure we were able to show our support to all of the proposed by-law amendment that Great Central Holdings LTD have put forward. We have a recreational property at 18 17250 Central Lake Rd and have seen how Mahoe properties have transformed the whole area into a beautiful recreational area for so many families to spend their summers at. They did it with integrity, incorporating the natural landscaping yet allowing for 40 families to personalize thier own summer homes. Mahoe Properties listens to what people had to say while developing Trestle and we have no doubt they will do the same with the other proposed developments they are wanting to do. There are very little recreational properties available and Great Central Lake has so much to offer.

We hope that you will vote in favour to amend the 3 by-laws in question.

Thank you
Randy Ellis & Shelley Mann
#18 17250 Central Lake Rd.

Alex Dyer

From: bearqtip
Sent: September-05-17 3:06 PM
To: Alex Dyer
Subject: Campground Expansion

To whom it may concern:

Please accept this email from Tammy Featherstone and Paul Lavallee of Lot 2, Trestle RV park as our full support and approval for Mr. Mark Marleys application regarding campground expansion.

Regards,

Tammy Featherstone and Paul Lavallee

Sent from my Samsung device over Bell's LTE network.

Alex Dyer

From: Lene Klassen
Sent: September-05-17 1:15 PM
To: Alex Dyer
Cc: 'mark.mahoe@shaw.ca'
Subject: Rezoning request for Great Central Holdings Ltd.

Good afternoon Alex

Regards to the rezoning request for Great Central Holdings Ltd. we Mike and Lene Klassen owner of lot 14 and 40 at Trestle RV park 10750 Central Lake Rd. give our full support for the requested rezoning. We believe it will be a positive move for the area and Great Central Lake to approve the rezoning, Great Central Holdings Ltd. have our 100% support.

Wishing you an amazing day,
Mike and Lene Klassen
The Whole Show Restorations Inc.

Alex Dyer

From: eric lacouvee
Sent: August-31-17 8:57 PM
To: Alex Dyer
Cc: mahoe@shaw.ca
Subject: Rezoning at Great Central Lake

To: Alex Dyer

I am an owner of existing floathouse #5 on Boot Lagoon Rd. I have discussed the proposed rezoning with Mark Marley and am supportive of his proposal. I appreciate that Mark's primary goal is to have a low environmental impact on the lake. I like that Mark is taking a slow and thoughtful approach towards redeveloping his properties at Great Central Lake. Again I am supportive of his rezoning proposals.

Sincerely
Eric LaCouvee
Floathouse #5
Great Central Lake

Alex Dyer

From: Mike & Leah O'Brien
Sent: September-05-17 12:35 PM
To: Alex Dyer
Cc: Mark Marley (mark.mahoe@shaw.ca)
Subject: Great Central Lake Rezoning

Good afternoon Alex,

Please accept this email as confirmation of my and my husband's support of the rezoning application put forth by Great central Holdings Ltd with respect to Great Central Lake to amend Bylaw P1355, Bylaw P1356, and Bylaw P137.

My husband and I are current owners of three personal use lots at Trestle RV Park and we believe the further development proposed will only enhance the surrounding area.

Thank you for your time and consideration.

Should you require further discussion, we can be reached at

Michael & Leah O'Brien

Alex Dyer

From: Daryl Pettinger
Sent: August-28-17 12:59 PM
To: Alex Dyer
Subject: Development at Great Central Lake

Dear Mr. Dyer,

I am writing on behalf of my wife and myself in regards to the proposed development at Great Central Lake by Mark Marley of Great Central Holdings Ltd.

My wife and I own lot 17 at Trestle R.V. and are in support of the development of the area around us. Since we bought two years ago we have traveled to the lake almost every weekend, we purchase our groceries in Port Alberni, fuel our vehicles (a truck and car both purchased at a Port Alberni dealer), fuel and service our boat and ATV in the valley. We consciously support the area in any way we can.

We feel that the development of Great Central Lake will improve the area and enhance the economic potential for the people of Port Alberni.

Warm regards

Daryl and Judith Pettinger

Sent from my iPad

①

REGIONAL DISTRICT
AUG 31 2017
RECEIVED

Hi, my name is Ian Robertson.

I am unable to attend this meeting due to prior commitments.

Our family has owned a cabin on the lake since 1970. We have seen many changes since then. My concerns of these new proposed developments are as follows:

- ① What's going to happen with the public boat launch, there is next to no parking for vehicles and boat trailers, already parking hundreds of meters down the logging road. Add more cabins, where do you plan on for parking?
- ② Why not build cabins on the land? You own the shoreline don't you?
- ③ What are plans for sewer?

(2)

- (4) Concern's for fish habitat, boot lagoon drain's into Robertson creek fish hatchery, more people mean's more chance for enviromental damage.
- (5) in closing, why do we need more development? Is it all about the mighty dollar?
Think of future generation's or you are just going to have another Sproat Lake!

Alex Dyer

From: Sampson, Christine
Sent: August-29-17 1:32 PM
To: Alex Dyer
Cc: Penny Cote
Subject: public hearing re bylaws associated with further development of recreational users and facilities at Great Central Lake

Good Day,

As a resident of the small agricultural community along this road, I am requesting that before allowing more development of Central Lake holdings , that you require them to upgrade the access road to central lake . **It is windy, narrow and dangerous because of the increased traffic and inability of many drivers to slow down** . I suggest that this company along with the regional district work out a plan to punch in a separate road from the highway, which would give more direct access. Either that, or spend the money to upgrade the existing road, which is very poor for handling the increase in traffic volume since the developments have proceeded out at the lake.

TOO MANY TIMES, I have seen drivers come around the sharp corner on the wrong side of the road, and excessive speeding through the residential /agricultural area ,which also has much livestock.

For this reason, I object to any amendments that would allow further development until you can ensure this.

Thank you

c.sampson

9421 central lake road

Port alberni

Alex Dyer

From:
Sent: August-29-17 1:03 PM
To: Alex Dyer
Subject: Letter of Support(Great Central Lake)

Dear Mr. Dyer

As a property owners in Tressle Rv Park, I would like to fully support the application for bylaw amendments on P1355, P1356, and P1357 to allow further development of recreational uses and facilities at Great Central Lake.

Patrick/Leona Sloan
10750 #32 Central Lake Rd.
Port Alberni, BC

Alex Dyer

From: Tony & Kathy
Sent: September-05-17 12:11 PM
To: Alex Dyer
Subject: NOTICE OF PUBLIC HEARING, ELECTORAL AREA 'D' - Sproat Lake

Alex Dyer,

We have received the letter regarding further development of recreational uses and facilities at Great Central Lake and we approve the application.

Sincerely,
Tony and Cathy Van Wyk

Alex Dyer

From: Brian Vincent
Sent: September-04-17 9:19 PM
To: Alex Dyer
Subject: Great Central Lake

Hello Alex,

I own lot #10-10750 Central Lake Road, Trestle RV, I am in full support of the proposed bylaw changes brought forward by Great Central Holdings Ltd. On a side note are there any plans to repair Central Lake Road ?

Thank you,
Brian Vincent,
President strata EPS 817 Trestle RV
250-918-9125

Alex Dyer

From: waebig
Sent: September-05-17 11:57 AM
To: Alex Dyer
Subject: Development at great central lake. I am in support for the development that is being applied for in the zoning changes.i have a lot at trestle rv park.thanks Wayne aebig

Sent from my Samsung Galaxy smartphone.

Alex Dyer

From: D Williams
Sent: September-05-17 1:30 PM
To: Alex Dyer
Subject: Re Application - Electoral Area 'D' - Sproat Lake

To Whom It May Concern,

As owners of Lot 25 10750 Central Lake Road, Port Alberni, British Columbia we are in support of the proposed application by Great Central Holdings Ltd. (shown below).

Regards

Dale & Karen Williams

Alex Dyer

From: Sharon O'Brien
Sent: September-05-17 4:49 PM
To: Alex Dyer
Subject: Great Central Lake

Good Afternoon Alex

I writing you in support of the changes put forth by Great Central Lake holding (Mark Marley)
My wife and I own lot 3 at Trestle RV Park and have been there now for about 4 years.

I have sat down with Mark and asked him to explain the changes and his plans going forward in detail.

My wife and i support Mark and all aspects of his proposal 100 percent.

Please feel free to contact me if i can be of any service what severe.

Thanks

James O'Brien

Alex Dyer

From: Allan Schroeder
Sent: September-05-17 5:58 PM
To: Alex Dyer
Cc: mark.mahoe@gmail.com; P Schroeder
Subject: Great Central Lake re zoning

We support the application.
Lot 20 Trestle RV site.

Allan Schroeder

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1355

**A BYLAW TO AMEND BYLAW NO. P1310
SPROAT LAKE 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 Sproat Lake Official Community Plan Amendment Bylaw No. P1355.
2. Schedule A, Map No. 2 Land Use Designations, is hereby amended by designating a portion of the Great Central Lake lakebed being 100 metres out into Great Central Lake from the mean shoreline as "Float Home Use" and "Marina 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 10th day of May, 2017
Public hearing held this 5th day of September, 2017
Read a second time this day of , 2017
Read a third time this day of , 2017

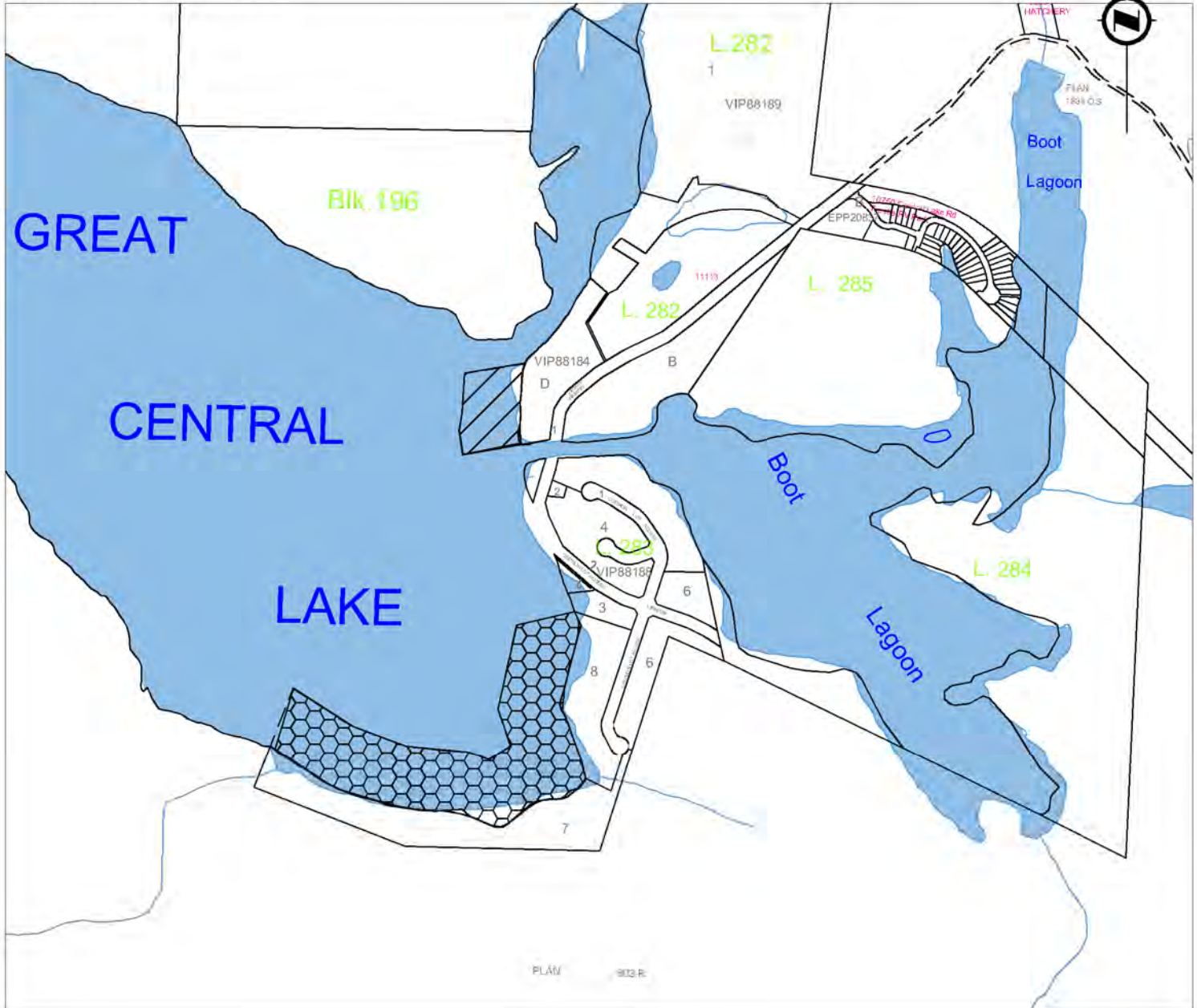
Adopted this day of , 2017

Douglas Holmes, CAO

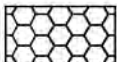
Chair of the Regional Board

Schedule 'A'

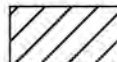
This schedule is attached to and forms part of Bylaw P1355



Legal Description: A portion of the Great Central Lake lakebed being a 100 metres out into Great Central Lake from the mean shoreline.



To be designated as "Float Home Use"



To be designated as "Marina Use"



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1356

OFFICIAL ZONING TEXT AMENDMENT

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 the Board of Directors of the Regional District of Alberni-Clayoquot, in open meeting assembled, enacts the following amendment to the text 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 Text Amendment Bylaw No. P1356.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by:

- a. Amending section “161 Comprehensive Development (CD1) District (Mixed Residential/Commercial and Recreational Uses)” and subsections to read as follows:

161 Comprehensive Development (CD1) District

This zone provides for a mix of land uses including residential, commercial and recreational use with much of the development incorporated into the natural setting. The zone is developed into sub-zones CD1A, CD1B, CD1C and CD1D.

161.1 Overall Maximum Density Permitted

As determined by sewage disposal and potable water supply limitations, the maximum density permitted shall not exceed 8 units of either dwelling units or units for other accommodations per hectare of total land area being developed. For the purposes of this section, the following shall be equivalent to one dwelling unit:

- i. One (1) cottage.
- ii. Four (4) camping sites or recreational vehicle spaces within a campground.

For clarity, the total land area calculated to determine the maximum overall density does not include the lakebed within the foreshore of Great Central Lake or the lakebed of Boot Lagoon.

161.2 Definitions Specific to the CD1 District

“Cottage” means a single family dwelling built upon a continuous foundation where each unit is occupied as a secondary, vacation or recreation home. The maximum floor area of each cottage dwelling unit is 150 square metres and the minimum floor area is 30 square metres.

161.3 Application to Strata Plan Developments

For greater clarity, a lot within the CD1 District zone includes a strata plan.

161.4 Cottage and Campground sub-zone (CD1A)

This sub-zone is designed for tourists and recreation seekers interested in fishing and convenient access to the waterfront. Main uses include cottages and campgrounds. This area is intended for seasonal dwellings designed to accommodate families and individuals along with some supporting commercial or recreational uses for those maintaining permanent residence elsewhere.

161.4.1 Permitted Principal Uses

- (1) One (1) cottage per lot
- (2) Lodge, motel and motor hotel, having a combined floor area of not greater than 6,000 square metres
- (3) Project sales and management office
- (4) Tourist guide service
- (5) Marina use
- (6) Campgrounds with ancillary common-use facilities
- (7) Parks and playgrounds
- (8) Recreation equipment and recreation vehicle sales, repair and construction
- (9) Boat launch facilities
- (10) Restaurants and the like
- (11) Retail use for the sale of general merchandise and liquor
- (12) Closed storage and warehousing
- (13) Open storage for boats, trailers, campers and similar items

161.4.2 Permitted Accessory Uses

- (1) Marine repair and construction
- (2) Parking areas
- (3) Campground common-use facilities and structures
- (4) Fuel dock
- (5) Accessory buildings and uses

161.4.3 Conditions of Use

- (1) There shall be no more than one (1) motel or motor hotel in the CD1 zone.
- (2) There shall be no more than 190 camping sites in the CD1A sub-zone.
- (3) There shall be no more than 100 closed storage and warehousing units in the CD1A sub-zone.
- (4) There shall be no more than 50 open storage units for boats, trailers, campers and similar items in the CD1A sub-zone.
- (5) Within the CD1A sub-zone campground common-use facilities include structures required to contain fire, emergency or garbage collection equipment, clubhouse, gazebos, barbecues, picnic shelters, common meeting areas, recreational areas, convenience store, laundry facilities, washrooms, swimming pool, mini golf course.
- (6) Each campsite in a campground is permitted one (1) accessory building not to exceed 10m² in floor area and 4 m in building height.

161.4.4 Lot Development Regulations

Minimum lot area for single-family cottage	600 m ²
Minimum lot area for campground	1.0 ha
Minimum lot area for other uses	600 m ²
Maximum lot coverage for lot containing a restaurant, general merchandise store and liquor store	60%
Maximum lot coverage for lot containing all other buildings or structures except for campgrounds, where lot coverage does not apply	35%
Minimum front setback for principal buildings	7.5 m
Minimum rear setback for principal buildings	4 m
Minimum side setback for principal buildings	1.5 m
Minimum front setback for accessory buildings	5 m
Minimum rear and side setback for accessory buildings	1 m
Minimum setback from natural boundary of a water body, if the use has a water orientation and the development proposed is supported by an environmental impact study	0 m
Minimum setback from natural boundary of a water body where not supported by an impact study	15 m
Maximum height of cottages	7.5 m
Maximum height of motel and motor hotel	12.5 m

Maximum height of all other buildings	10 m
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161.5 Marine Centre sub-zone (CD1B)

This sub-zone provides for uses that serve as a resort area community centre, providing a range of day-to-day services for those on retreats or vacations. This sub-zone provides convenient access to the waterfront.

161.5.1 Permitted Principal Uses

- (1) Marina use
- (2) Food stores that may contain dwelling units above the main floor, where a maximum of one dwelling unit may be used as a year-around residence
- (3) General merchandise buildings that may contain dwelling units above the main floor, where a maximum of one dwelling unit may be used as a year-around residence
- (4) Dry-cleaners and self-service laundries
- (5) Restaurants and the like, but excluding establishments primarily engaged in preparing food specialties for off-premises consumption and excluding drive-in business
- (6) Tourist guide centres
- (7) Liquor stores
- (8) Gasoline service station
- (9) Resort offices
- (10) Interpretation centre
- (11) Float homes to a maximum of 54, where sewage disposal is provided
- (12) Boat launch facilities
- (13) Parks and playgrounds
- (14) Conference centre
- (15) Motel and motor hotel, having a floor area of not greater than 4,000 square metres

161.5.2 Permitted Accessory Uses

- (1) Parking areas
- (2) Accessory buildings and uses

161.5.3 Conditions of Use

- (1) There shall be no more than 1 motel or motor hotel in the CD1 zone.

161.5.4 Lot Development Regulations

Minimum lot area (excluding float home site)	600 m ²
Maximum lot coverage (excluding float home site)	35%

Maximum floor area ratio for all of area CD1B	0.45
Minimum front setback for principal buildings (excluding float home site)	5 m
Minimum rear setback for principal buildings (excluding float home site)	4 m
Minimum side setback for principal buildings (excluding float home site)	1.5 m
Minimum rear and side setbacks for accessory buildings	1 m
Minimum setback from natural boundary of a water body, if the use has a water orientation and the development proposed is supported by an environmental impact study	0 m
Minimum setback from natural boundary of a water body where not supported by an impact study	15 m
Maximum height above the surface of the water for float homes	8 m
Maximum height of all other buildings	10 m

161.6 Residential Resort Neighbourhood sub-zone (CD1C)

This sub-zone provides for residential resort accommodation in an aesthetic neighbourhood-like setting with convenient access to the waterfront. Dwelling units in this sub-zone are intended for either seasonal occupation or permanent residency.

161.6.1 Permitted Principal Uses

- (1) Residential use
- (2) Community centre building
- (3) Parks and playgrounds
- (4) Marina Use
- (5) Restaurants and the like
- (6) Retail use for the sale of general merchandise and liquor

161.6.2 Permitted Accessory Uses

- (1) Daycare or nursery accessory to a residence or community centre
- (2) Parking areas
- (3) Accessory buildings and uses

161.6.3 Conditions of Use

- (1) Residential use in this sub-zone may take the form of single-family dwellings or multiple-family dwellings.
- (2) Parking must be provided on the same lot on which the use that generates the parking is carried on.
- (3) The Regional Board may consider a variance to the requirement of providing parking on the same lot where the owner can provide the required parking spaces on another lot (the second lot) if the parking spaces are located within 150 metres of the nearest point of the building or structure in which the use occurs and if such parking is secured by a covenant under Section 219 of the Land Title Act in favour of the Regional District, reserving the use of an area on the second lot separately from the land on which the use that generates the parking is carried on.

161.6.4 Lot Development Regulations

Minimum lot area for single-family dwelling	600 m ²
Minimum lot area for multiple-family dwelling	900 m ²
Minimum lot area for community centre	100 m ²
Maximum lot coverage for lot containing single-family dwelling	35%
Maximum lot coverage for lot containing multiple-family dwelling	50%
Maximum lot coverage for lot containing community centre	50%
Maximum floor area ratio for multiple-family dwelling	0.5
Minimum front setback	7.5 m
Minimum rear setback for all principal buildings	4 m
Minimum rear and side setbacks for accessory buildings	1 m
Minimum side setback for all principal buildings	1.5 m
Minimum setback from natural boundary of a water body, if the use has a water orientation and the development proposed is supported by an environmental impact study	0 m
Minimum setback from natural boundary of a water body where not supported by an impact study	15 m
Maximum height of single family dwellings	10 m
Maximum height of multiple-family dwellings	12.5 m

161.7 Float Home Upland Community sub-zone (CD1D)

This sub-zone is primarily intended for upland passive uses to support the waterfront float home community.

161.7.1 Permitted Principal Uses

- (1) Amenities Building that may contain one (1) dwelling unit above the main floor which may be used as a year-around caretaker residence
- (2) Common-Use Facilities to support the waterfront float home development
- (3) Landings to provide access to float homes
- (4) Pathways to provide access to float homes
- (5) Parks and Trails
- (6) Open Space

161.7.2 Permitted Accessory Uses

- (1) Parking and loading areas
- (2) Accessory buildings and uses

161.7.3 Conditions of Use

- (1) There shall be no residential use within the CD1D sub-zone except for one (1) dwelling unit located above the main floor of the Amenities Building which may be used as a year-round caretaker residence.
- (2) Within the CD1D sub-zone the amenities building includes a clubhouse, washroom and laundry facilities and common-use facilities include structures required to contain fire, emergency or garbage collection equipment, barbecues, picnic shelters, common meeting areas, recreational areas.

161.7.4 Lot Development Regulations

Minimum lot area for all uses	1 hectare
Maximum lot coverage	2%
Minimum front setback	5 m
Minimum rear setback for all principal buildings	4 m
Minimum rear and side setbacks for accessory buildings	1 m
Minimum side setback for all principal buildings	1.5 m
Minimum setback from natural boundary of a water body, if the use has a water orientation and the development proposed is supported by an environmental impact study	0 m

Minimum setback from natural boundary of a water body where not supported by an impact study	15 m
Maximum height of amenities building	10 m

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

Read a first time this 10th day of May, 2017
 Read a second time this 23rd day of August, 2017
 Public Hearing held this 5th day of September, 2017
 Read a third time this day of , 2017

Adopted this day of , 2017

Douglas Holmes, CAO

Chair of the Regional Board

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BYLAW NO. P1357

OFFICIAL ZONING ATLAS AMENDMENT NO. 690

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. P1357.

2. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT D, DISTRICT LOT 282, ALBERNI DISTRICT, PLAN VIP88184 and LOT 3, DISTRICT LOT 282, ALBERNI DISTRICT, PLAN VIP88189 from Comprehensive Development (CD1A) District to Comprehensive Development (CD1C) District as shown on Schedule 'A' which is attached to and forms part of this bylaw.

3. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning LOT 7 AND AN UNDIVIDED 16/91 SHARE IN LOT 1 DISTRICT LOTS 282 AND 283, ALBERNI DISTRICT, PLAN VIP88188 from Comprehensive Development (CD1C) District to Comprehensive Development (CD1D) District as shown on Schedule 'A' which is attached to and forms part of this bylaw.

4. Bylaw No. 15 of the Regional District of Alberni-Clayoquot is hereby amended by rezoning a portion of the Great Central Lake lakebed being 100 metres out into Great Central Lake from the mean shoreline from Forest Reserve (A4) District to Comprehensive Development (CD1B) District.

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

Read a first time this 10th day of May, 2017
Public Hearing held this 5th day of September, 2017
Read a second time this day of , 2017
Read a third time this day of , 2017

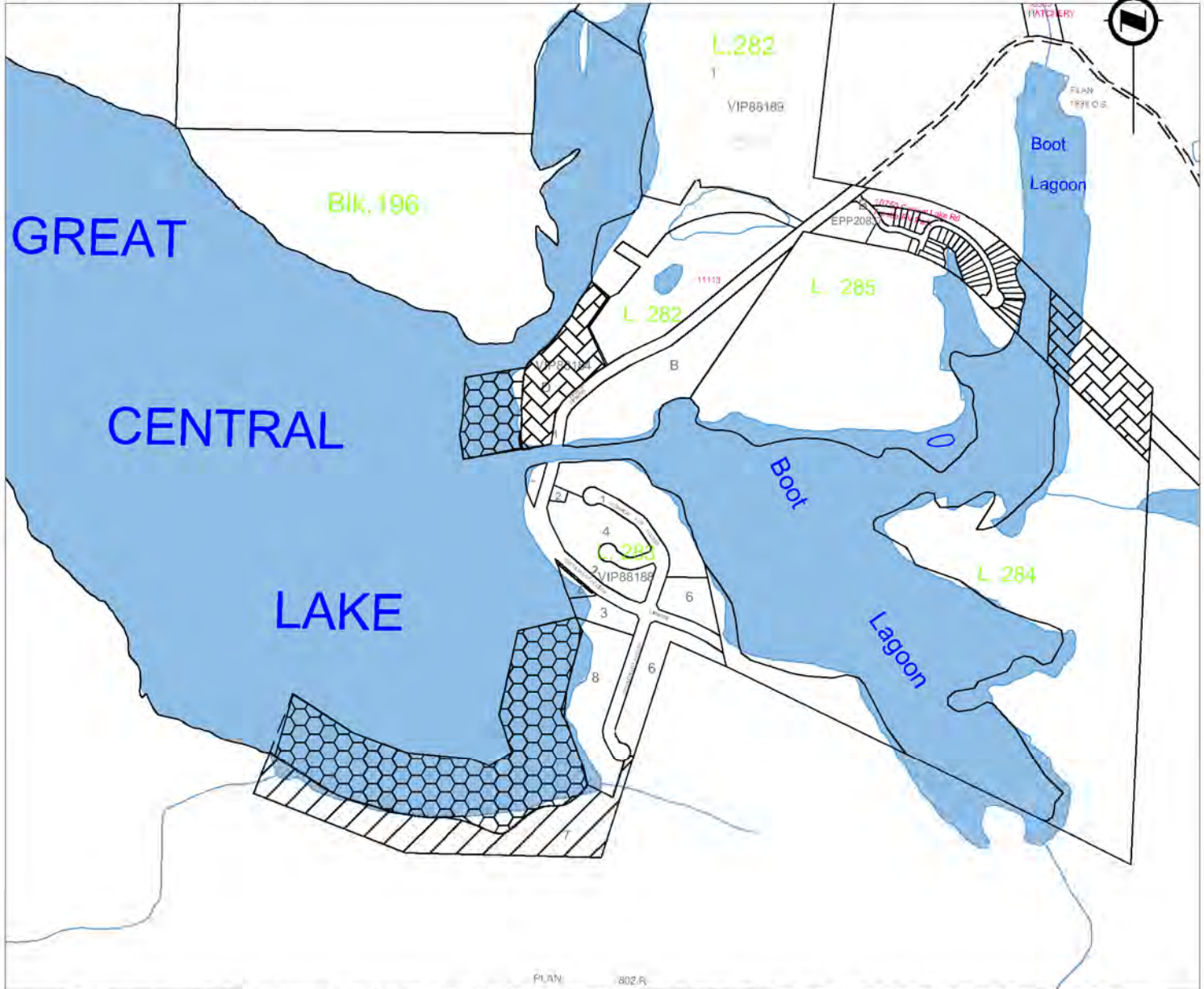
Adopted this day of , 2017

Douglas Holmes, CAO



Chair of the Regional Board

Schedule 'A'

This schedule is attached to and forms part of Bylaw P1357



Legal Description: LOT 7 AND A UNDIVIDED 16/91 SHARE IN LOT 1 DISTRICT LOTS 282 AND 283 ALBERNI DISTRICT PLAN VIP88188 (SEE PLAN AS TO LIMITED ACCESS) AND A portion of the Great Central Lake Lakebed being a 100 metres out into Great Central Lake from the mean shoreline AND LOT D DISTRICT LOT 282 ALBERNI DISTRICT PLAN VIP88184 AND LOT 3 DISTRICT LOT 282 ALBERNI DISTRICT PLAN VIP88189

-  To be rezoned from Forest Reserve (A4) District to Comprehensive Development (CD1B) District
-  To be rezoned from Comprehensive Development (CD1C) District to Comprehensive Development (CD1D) District
-  To be rezoned from Comprehensive Development (CD1A) District to Comprehensive Development (CD1C) 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

MEMORANDUM

To: ACRD Board of Directors
From: Alex Dyer, Planner
Date: September 6, 2017
Subject: Discharge of Covenant FA43286 on Lot 8, Plan VIP82844 (Blakey)

Recommendation

THAT the Board of Directors direct staff to hold a public meeting to gather input on the discharge of Restrictive Covenant FA43286 to facilitate the subdivision of Lot 8, Plan VIP82844.

Applicants: Gordon and Barbara Blakey

Legal Description: LOT 8, PLAN VIP82844, DISTRICT LOT 40, ALBERNI DISTRICT

Location: Karen Place

Electoral Area: "E" Beaver Creek

Applicant's Intention: The applicant intends to remove a restrictive covenant registered to the subject property to allow for subdivision of the property into two 1 acre lots. The covenant, registered in favour of the ACRD, prohibits any further subdivision of this property and must be discharged in order to facilitate the proposed subdivision.

Observations:

- i. **Status of Property:** The 0.810 hectare (2.0 acre) property was created by subdivision of the parent parcel in 2007. The vacant property is relatively level and primarily treed with second growth forest and brush.
- ii. **Services:**
 - a. **Sewage Disposal:** On-site sewage disposal. The applicant has engaged a Registered On-Site Wastewater Practitioner who has reviewed the property and confirmed the suitability of on-site septic disposal to a 1 acre minimum lot size.

- b. Water Supply:** Beaver Creek Water Service Area. As a condition of subdivision, the applicant will be required to pay a \$1,000 Capital Cost charge and minimum \$3,800 water connection cost for the new lot created.
- c. Fire Protection:** Beaver Creek Volunteer Fire Department.
- d. Access:** The property is accessed off Karen Place in an area with good visibility for individual accesses to both lots.

iii. Existing Planning Policies Affecting the Site:

- a. Agricultural Land Reserve:** Not within the ALR.
- b. Official Community Plan:** The Beaver Creek Official Community Plan designates the property as Residential Use. The Residential Use designation supports a minimum lot size of 0.24 hectare (0.6 acre) where the lot is connected to a community/communal water or sewer system. There are no development permit areas designated in the OCP that impact development of the subject property.

The proposal complies with the policies and objectives of the Beaver Creek OCP.

- c. Zoning:** The property is zoned Acreage Residential (RA2) District.

RA2 District Bulk and Site Regulations	
Minimum Lot Size:	1 acre
Minimum Lot Width:	120 feet
Lot Coverage:	25%
Principal Building Setbacks	
<i>Front yard:</i>	40 feet
<i>Rear yard:</i>	30 feet
<i>Side yard:</i>	15 feet

The applicant has provided a conceptual subdivision plan that demonstrates that the proposed two lot subdivision complies with the RA2 District zoning.

The proposal complies with the requirements of the ACRD Zoning Bylaw.

- d. Covenant:** Restrictive Covenant FA43286 was registered to the property title of the parent parcel in 2006 as a condition of rezoning. The covenant is registered in favour of the ACRD and required that the parent parcel be subdivided into no greater than nine (9) lots having a minimum parcel size of 1 acre. The property was subsequently subdivided into nine lots with six lots on the west side of Karen Place being 1 acre in area and three lots on the east side of Karen Place being +/- 2 acres in area. The subject

property, Lot 8, is one of the 2 acre lots located on the east side of the road.

Through the subdivision process the covenant was registered on each of the nine new parcels and the wording of the covenant prohibits any further subdivision of each of those nine parcels. The property owners are applying to remove the restrictive covenant from Lot 8 in order to facilitate a two lot subdivision with each lot being 1 acre.

Comments: The existing covenant was registered on title in order to limit the subdivision of the 14 acre parent parcel to a maximum of nine (9) lots. The nine lot subdivision was finalized in 2007 with six of those lots now having been built out with single family dwellings. Lot 8 is one of the remaining vacant lots and is 2 acres in size.

The intent of the covenant was to limit the number of lots created as the parent parcel could conceivably have been subdivided into 12-13 lots based on it's original 14 acre lot size. Concerns were raised at the public hearing for the rezoning application in 2006 about the potential increase in density in the area and the Board of Directors at the time made the covenant restricting the development to nine lots a condition of rezoning.

The proposed two lot subdivision complies with the Beaver Creek OCP and the Zoning Bylaw at this time and provided the technical requirements of subdivision can be met, the only limitation from the Regional District's point of view is the covenant.

Planning staff are recommending that a public meeting be held to discuss the removal and discharge of Restrictive Covenant FA43286 to facilitate the property owner applying for a two lot subdivision. The notification process for the public meeting will follow the same process as the notification procedures for a formal public hearing that would be held for a zoning or official community plan amendment.

Submitted by: 

Alex Dyer
Planner

Reviewed by: 

Mike Irg, MCIP, RPP
Manager of Planning & Development

Approved by: 

Douglas Holmes, BBA, CPA, CA
Chief Administrative Officer

Gordon and Barbara Blakey
6692 Hills Road,
Port Alberni, B.C.
V9Y 8L5

July 3, 2017

Mike Irg, MCIP, RPP
Manager of Planning and Development
Alberni-Clayoquot Regional District
Port Alberni, B.C. V9Y 2E3

RE: Subdivision of Lot 8 Plan VIP82844, District Lot 40, Alberni Land District.

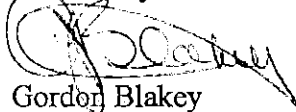
Dear Mike,

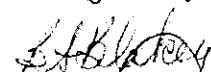
We would like to make application to have Covenant FA43286 removed from the original PLAN OF SUBDIVISION OF THE REMAINDER OF BLOCK A, D.L. 40, ALBERNI DISTRICT, PLAN 1554. This covenant in favour of the Regional District of Alberni-Clayoquot restricted the subdivision of the property into nine (9) lots having a minimum parcel size of at least one (1) acre.

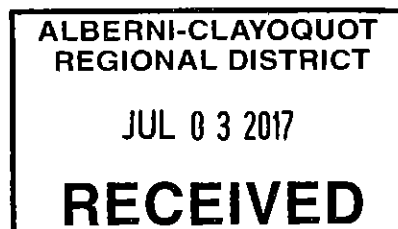
Our intent for having this covenant removed is to allow for the subdivision of Lot 8 into two (2) one (1) acre lots. The zoning of the property is for one acre lots.

We have had Lot 8 checked by a Waste Water Practitioner in conjunction with the Vancouver Island Health Authority Inspector and they have given the approval for septic disposal.

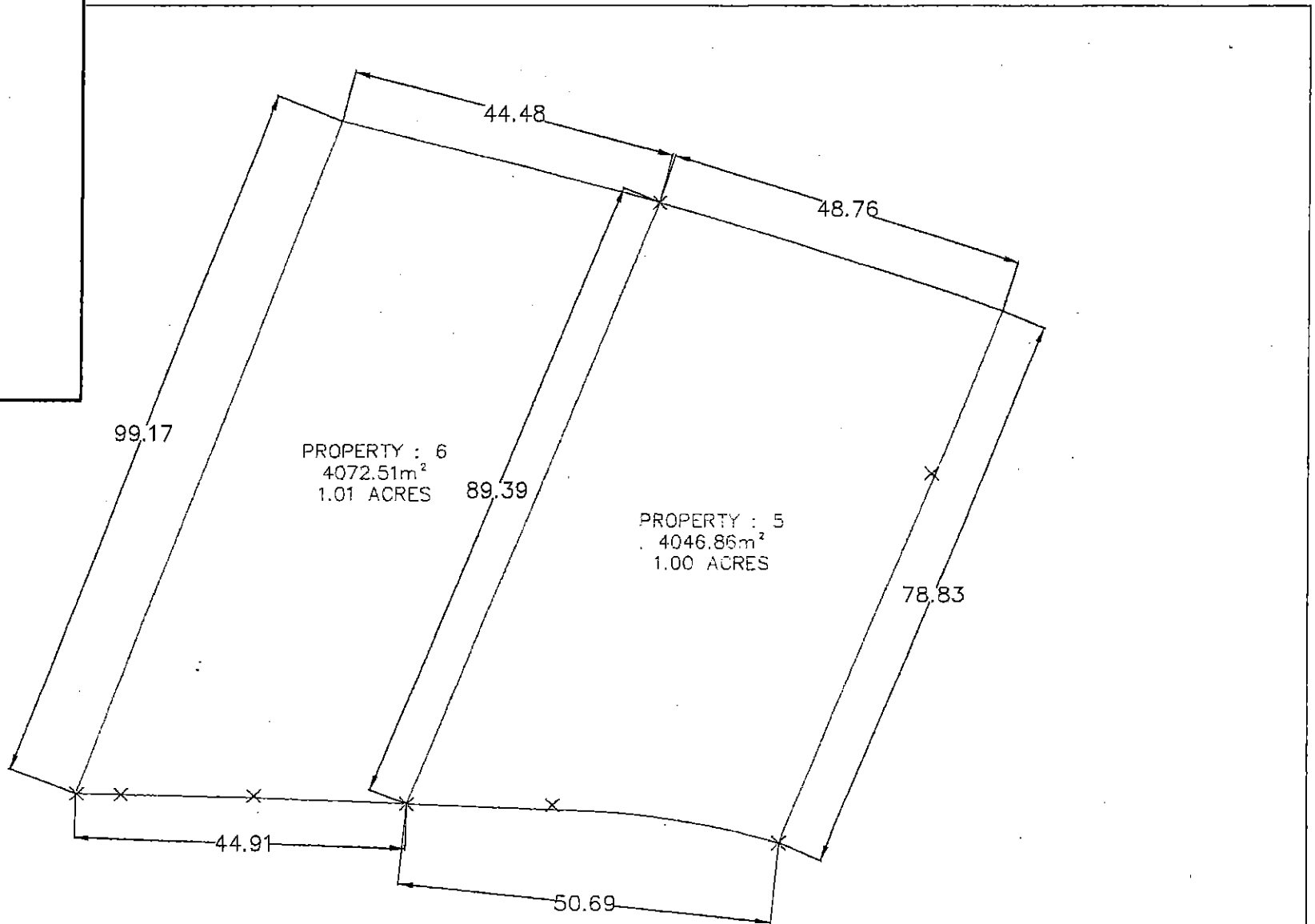
Yours truly


Gordon Blakey


Barbara Blakey



Folio Number: 770 000774.085	
Account Number: RPT-1084-4836	
Letter Id:	L0965789952
Property Address:	KAREN PL PORT ALBERNI BC
PID:	027-023-214
Legal Description	
Lot 8, Plan VIP82844, District Lot 40, Alberni Land District	



KAREN PLACE

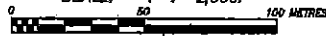
PLAN OF SUBDIVISION OF THE REMAINDER OF BLOCK A, D.L. 40,
ALBERNI DISTRICT, PLAN 1554.

PLAN No. VP-82844

B.C.G.S. 92F.026

LEGEND: -
○ denotes Standard Iron Post placed.
● denotes Standard Iron Post found.

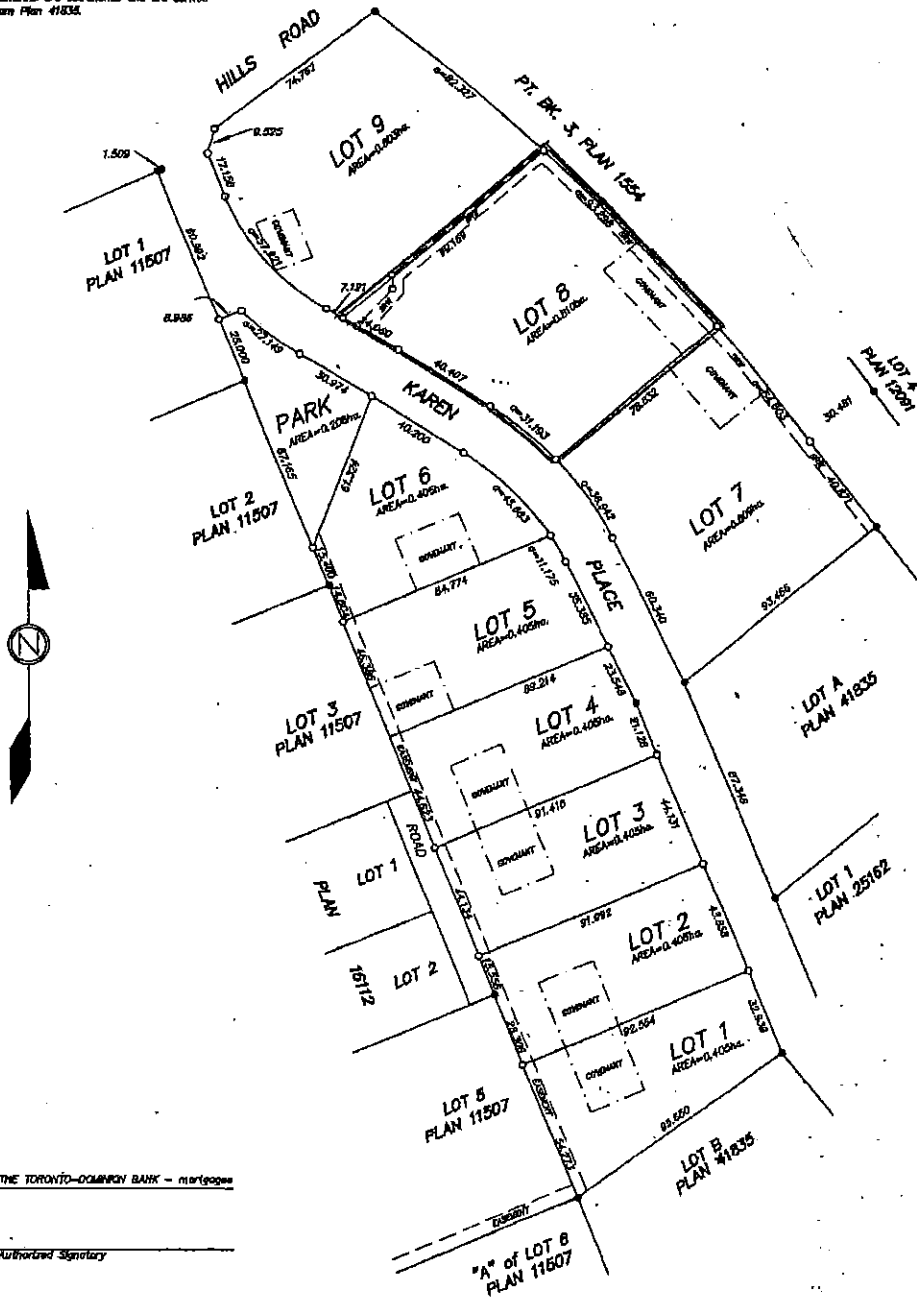
SCALE: - 1 : 2,000.



All distances herein are in metres.
Azimuths are astronomical and are derived
from Plan 41835.

Deposited in the Land Title Office
of Victoria, B.C.
this 23rd day of MARCH, 2007.

Registrar



THE TORONTO-DOMINION BANK - mortgage

Authorized Signatory

Authorized Signatory

Witness

Witness' Occupation

Witness' Address

Approved under the Land Title Act,
this 14th day of MARCH, 2007.

Approving Officer,
Ministry of Transportation

This plan lies within the Regional District of Alberni-Clayoquot.

AGNES & POLLOCK
& CO. LAND SURVEYERS,
PORT ALBERNI, B.C.,
PHONE - 250 723 5412
FAX - 74366.

GORDON LEWIS BLANEY - owner

BARBARA ANN BLANEY - owner

Witness

Witness' Occupation

Witness' Address

The registered owner(s) designated hereon declare
that they have entered into a covenant (s) in favor
of the Vancouver Island Health Authority
under Section 219 of the Land Title Act.

Covenantor - owner

Covenantor - owner

I, David Michael Pollock, a British Columbia
Land Surveyor, of Port Alberni, in British Columbia
certify that I was present at and personally
superintended the survey represented by this plan,
and that the survey and plan are correct.

The field survey was completed on the 18th day of
NOVEMBER, 2006. This plan was compiled and checked and
the checklist filed under # 58249 on the 5th day
of DECEMBER, 2006.

David Michael Pollock
B.C.L.S.

10 APR 2006 11 14

FA043286

LAND TITLE ACT
Form C (Section 233)
Province of
British Columbia

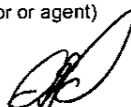
GENERAL INSTRUMENT - PART 1

(This area for Land Title Office Use)

Page 1 of 4 pages

1. Application: (Name, address, phone number and signature of applicant, applicant's solicitor or agent)

STAPLES McDANNOLD STEWART
2nd Floor, 837 Burdett Avenue
Victoria, B.C. V8W 1B3 Tel: (250)380 7744
File No. 101 136/KS/kp


BURNS SERVICES
Authorized Signatory 10303

2. Parcel Identifier(s) and Legal Description(s) of Land:

(PID) 000-487-716 (Legal Description) Block A, District Lot 40, Alberni District, Plan 1554, Except Those Parts in Plans 6958, 11507, 16928, 17431, 17837, 24171, 25097, 25162 and 41835

3. Nature of Interest

Description Section 219 Covenant Document Reference (page & paragraph) Entire Document Person Entitled to Interest Grantee

4. Terms: Part 2 of this instrument consists of (select one only)

- (a) Filed Standard Charge Terms D.F. No.
- (b) Express Charge Terms Annexed as Part 2
- (c) Release There is no Part 2 of this instrument

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged on the Land described in Item 2.

5. Transferor(s)(Grantor(s)):

GORDON LEWIS BLAKEY and **BARBARA ANN BLAKEY** as Joint Tenants

6. Transferee(s)(Grantee(s)): (including postal address(es) and postal code(s)) *


REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT, 3008 Fifth Avenue, Port Alberni, B.C. V9Y 2E3

7. Additional or Modified Terms: N/A

01 06/04/10 11:14:47 01 VI 693060
CHARGE \$65.20

8. Execution(s): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)




DOROTHY CLARKSTONE
Notary Public
3151 3RD AVENUE
PORT ALBERNI, B.C V9Y 4C7
(250) 723-9747

(as to both signatures)

Execution Date

Y	M	D
06	4	5

Party(ies) Signature(s)


Gordon Lewis Blakey BCDL 1170067

Barbara Ann Blakey BCDL 1354357

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996 c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT
Form D

EXECUTIONS CONTINUED

Page 2

Officer Signature:

Execution Date:

Party(ies) Signature:



WENDY MANSON
Administrative Assistant
REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
Commissioner for Taking Affidavits
in the Province of British Columbia

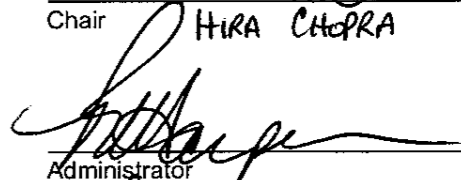
(as to both signatures)

Y	M	D
2006	04	06

REGIONAL DISTRICT OF
ALBERNI-CLAYOQUOT by its
authorized signatories



Chair
HIRA CHOPRA



Administrator
ROBERT HARPER

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996 c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

TERMS OF INSTRUMENT - PART 2**WHEREAS:**

- A. The Grantor is the registered owner in fee simple of:
- PID 000-487-716
Block A, District Lot 40, Alberni District, Plan 1554, Except Those Parts in
Plans 6958, 11507, 16928, 17431, 17837, 24171, 25097, 25162 and
41835
- (the "Land");
- B. The Grantee is the Regional District of Alberni-Clayoquot;
- C. The Grantor has voluntarily agreed to grant to the Grantee a covenant under Section 219 of the B.C. *Land Title Act* to restrict further subdivision of the Land.

NOW THEREFORE, in consideration of the payment of the sum of \$1.00 by the Grantee to the Grantor and the premises and the covenants herein contained and for other valuable consideration, receipt and sufficiency of which is hereby acknowledged by the parties, the parties hereto covenant and agree with the other as follows:

1. The Grantor covenants and agrees not to subdivide the Land except in strict accordance with this Agreement.
2. The Land may be subdivided provided that no greater than nine (9) lots having a minimum parcel size of at least one (1) acre are created.
3. The Grantor and the Grantee agree that the enforcement of this Agreement shall be entirely within the discretion of the Grantee and that the execution and registration of this covenant against the title to the Land shall not be interpreted as creating any duty on the part of the Grantee to the Grantor or to any other person to enforce any provision or the breach of any provision of this Agreement.
4. The Grantor shall indemnify and keep indemnified the Grantee, its officers, employees and agents from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees whatsoever which anyone has or may have against the Grantee or which the Grantee incurs as a result of any loss or damage or injury, including economic loss, arising out of or connected with the breach of any covenant in this Agreement.
5. The Grantor hereby releases and forever discharges the Grantee, its officers, employees and agents of and from any claim, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees whatsoever which the Grantor can or may have against the Grantee for any loss or damage or injury, including

economic loss, that the Grantor may sustain or suffer arising out of or connected with the breach of any covenant in this Agreement.

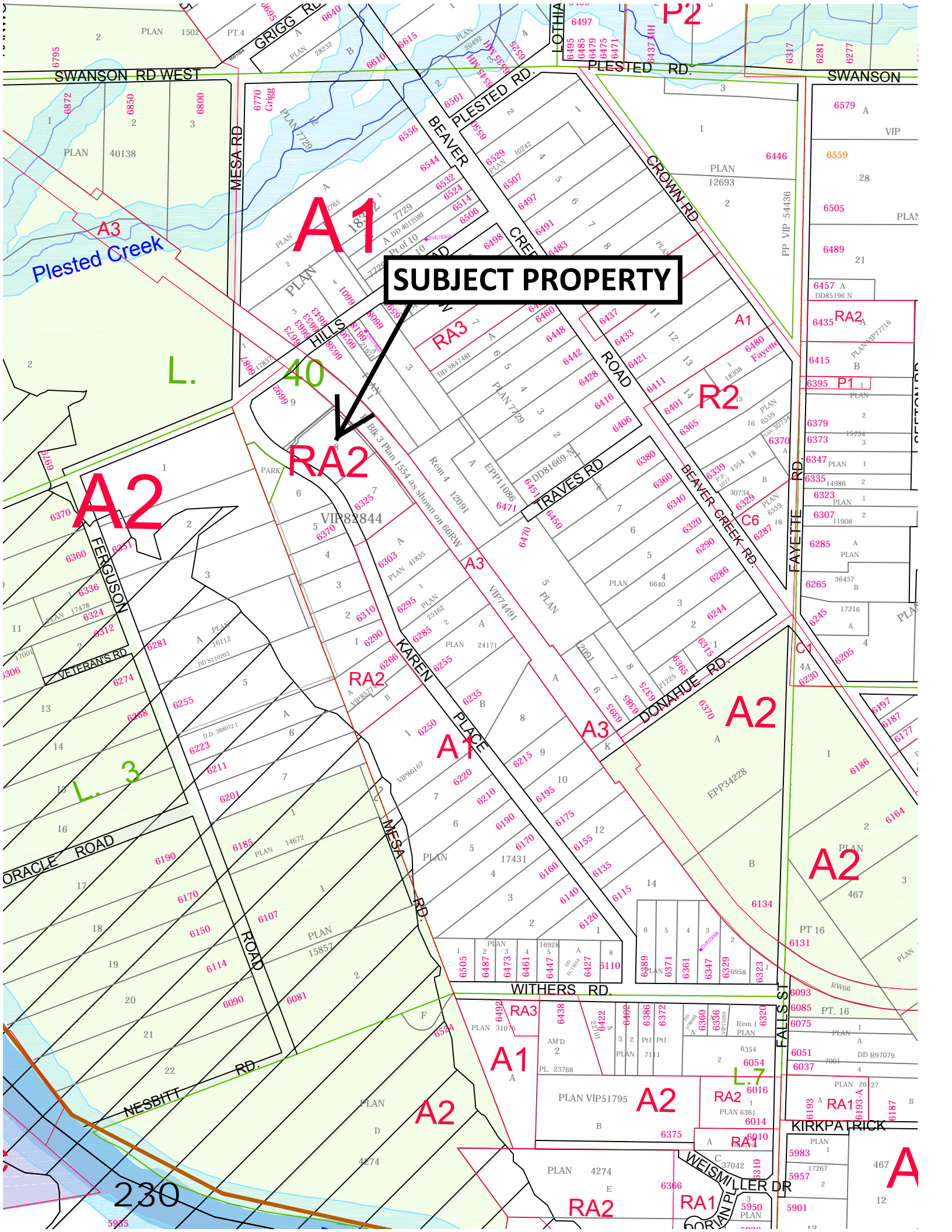
6. Nothing contained or implied herein shall prejudice or affect the rights and powers of the Grantee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Land as if the Agreement had not been executed and delivered by the Grantor.
7. It is mutually understood, acknowledged and agreed by the parties hereto that the Grantee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Grantor other than those contained in this Agreement.
8. This Agreement shall be registered as a first charge against the Land and the Grantor agrees to execute and deliver all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.
9. The Grantor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions hereinbefore set out and they shall be binding upon the Grantor as personal covenants only during the period of its respective ownership of any interest in the Land.
10. The restrictions and covenants herein contained shall be covenants running with the Land and shall be perpetual, and shall continue to bind all of the Lands when subdivided, and shall be registered in the Victoria Land Title Office pursuant to Section 219 of the *Land Title Act* as covenants in favour of the Grantee as a first charge against the Land.
11. This Agreement shall enure to the benefit of the Grantee and shall be binding upon the parties hereto and their respective heirs, executors, successors and assigns.
12. Wherever the expressions "Grantor" and "Grantee" are used herein, they shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require.
13. The Grantor shall pay the legal fees of the Grantee in connection with the preparation and registration of this Agreement. This is a personal covenant between the parties.

IN WITNESS WHEREOF the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Form C (pages 1 and 2) attached hereto.

END OF DOCUMENT







SUBJECT PROPERTY

A1

RA2

A2

L. 3

A1

A2

A2

A1

A2

A2

RA2

RA1

230

A

SWANSON RD WEST

PLESTED RD.

SWANSON

MESA RD

BEAVER

GROWN RD

HILLS

ROAD

TRAVES RD

FREEGUSION

VETERANS RD

ORACLE ROAD

KAREN

WITHERS RD.

MESA RD

DONAHUE RD.

FAYETTE RD

NESBITT RD.

WEISMILLER DR

KIRKPATRICK



Rezoning Application

TO: ACRD Board of Directors

DATE: September 13, 2017

FROM: Mike Irg, Manager of Planning and Development

ACRD FILE NO: RT17008

APPLICANTS: ACRD

LOCATION: Salmon Beach

ELECTORAL AREA: "C" Long Beach

Recommendation:

The following are recommendations of the staff report:

- THAT the Regional District of Alberni-Clayoquot Zoning Text Amendment Bylaw P1360 be read a first time.
- THAT the public hearing for Bylaw P1360 be delegated to the Director for Electoral Area 'C' or the Chairperson of the Regional District.
- THAT the Board of Directors confirm that adoption of Bylaw P1360 is subject to:
 - i. Meeting technical referral agency requirements.

Intention: The Salmon Beach Committee has requested the Marine Recreation (MR) District title be amended removing reference to marine. The proposed title is Salmon Beach Recreation (SB) District

- A. **Official Community Plan:** The South Long Beach Official Community Plan designates this area as "Salmon Beach Neighborhood". The proposed zoning text amendment complies with the current OCP.

RT17008

A. **Zoning:** Bylaw P1360 only amends the title of the zoning district. The current uses, setbacks and densities all remain the same.

Comments:

Salmon Beach is zoned as a recreational area and will remain zoned recreational with a limit on occupancy to 180 days in a calendar year. The lots at Salmon Beach are part of subdivision Plan 510, created and approved in 1893 as a water access only subdivision. The water access designation remains today. Practical access is over crown forestry roads

Staff have had preliminary feedback from MOTI and FLNRO and both Ministries have no objection to the zoning title change, but noted that the status of the roads used to access Salmon Beach would not change.



Submitted by:

Mike Irg, MCIP, RPP
Manager of Planning and Development



Approved by:

Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer

REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT

BY-LAW NO. P1360

OFFICIAL ZONING TEXT AMENDMENT

A by-law of the Regional District of Alberni-Clayoquot to amend By-Law 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 by-law upon the affirmative vote of the directors in accordance with Sections 464, 465, 470 and 479 of the Local Government Act;

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

1. TITLE

This by-law may be cited as the Regional District of Alberni-Clayoquot Zoning Text Amendment By-Law No. P1360.

2. Bylaw No. 15 section 143 of the Regional District of Alberni-Clayoquot is hereby amended by:
Replacing MARINE RECREATION (MR) DISTRICT with SALMON BEACH RECREATION (SB) DISTRICT

3. This by-law 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

Chief Administrative Officer

Chairperson

RT17008



TO: ACRD Board of Directors
FROM: Mike Irg, Manager of Planning and Development
DATE: August 17, 2017
RE: **Monthly Activity Report – Planning and Development**

2016 Total	2017 Total	APPLICATION
9	8	Rezoning
30	17	Development Permit and Development Variance Permit
10	5	Subdivisions
3	1	Agricultural Land Reserve
0	1	Board of Variance
5	5	Crown Leases
23	19	Bylaw Enforcement
21	14	Miscellaneous
101	70	TOTAL APPLICATION RECEIVED

Day to day planning applications continue to be the focus of the department.

Two public hearing were held in August

Assisting with the armyworm updates.

ACRD building inspectors are still providing some support for the Tofino inspector.

Working with West Coast Aquatic on a National Disaster Mitigation Program grant application for flood mapping in the Somass system. The grant application was submitted in August.

Researching vacation rental options in preparation with public meetings scheduled for the beginning of October.

Mike Irg, MCIP, RPP
 Manager of Planning and Development

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
AUGUST, 2017**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family			1	347,702			2	430,694	4	1,039,453	0	0	7	1,817,849
Mobile Homes									1	1,000			1	1,000
Multi-Family							3	1,018,803					3	1,018,803
Adds&Rens							1	6,306					1	6,306
Commercial													0	0
Institutional													0	0
Industrial													0	0
Miscellenaous					2	43,000	2	142,376	1	49,398			5	234,774
Totals	0	0	1	347,702	2	43,000	8	1,598,179	6	1,089,851	0	0	17	3,078,732

**REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT BUILDING INSPECTOR'S REPORT
AUGUST, 2017 TO DATE**

BUILDING TYPE	BAMFIELD		BEAUFORT		LONG BEACH		SPROAT LAKE		BEAVER CREEK		CHERRY CREEK		TOTALS	
	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE	#	VALUE
Single Family	0	0	1	347,702	1	0	10	3,563,100	11	3,128,142	4	981,806	27	8,113,271
Mobile Homes	0	0	0	0	0	0	3	122,917	1	1,000	0	0	4	123,917
Multi-Family	0	0	0	0	0	0	3	1,018,803	0	0	0	0	3	1,018,803
Adds&Rens	0	0	0	0	0	0	5	214,879	2	40,000	1	1,925	8	256,804
Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutional	3	137,869	0	0	0	0	0	0	0	0	0	0	3	137,869
Industrial	0	0	0	0	0	0	0	0	0	0	2	23,602	2	23,602
Miscellenaous	2	2,000	0	0	3	55,228	9	337,952	8	343,849	1	11,301	23	750,330
Totals	5	139,869	1	347,702	4	147,749	30	5,257,652	22	3,512,991	8	1,018,633	70	10,424,596

	BAMFIELD	BEAUFORT/ BEAVER CREEK	LONG BEACH	SPROAT LAKE	CHERRY CREEK	TOTAL	YTD TOTAL
WOODSTOVE INSPECTIONS							15

	YEAR TO DATE		TOTAL YEAR			YEAR TO DATE		TOTAL YEAR	
2016	53	7,734,214	82	10,545,063					
2015	65	5,513,642	89	8,577,170					
2014	59	5,590,428	73	7,121,200					
2013	56	5,928,986	81	8,208,948					
2012	60	6,051,900	92	9,011,700					
2011	96	7,892,441	120	9,221,498					
2010	123	17,871,593	149	21,524,170					
2009	63	6,581,912	123	11,302,380	1999	37	1,805,788	80	3,348,092
2008	73	9,556,826	147	22,682,130	1998	41	1,650,426	75	3,320,890
2007	73	7,016,424	163	15,007,877	1997	48	2,779,466	104	10,025,166
2006	84	7,663,595	161	15,909,705	1996	69	5,542,700	128	9,050,554
2005	74	8,278,645	138	12,962,379	1995	61	5,910,000	116	9,641,300
2004	77	6,842,554	133	11,036,854	1994	92	6,327,000	151	7,915,500
2003	37	3,671,688	97	6,925,356	1993	82	5,774,000	167	10,864,000
2002	42	1,754,970	76	2,986,134	1992	87	5,660,000	173	11,192,500
2001	40	3,734,396	89	5,790,126	1991	57	3,115,520	126	7,155,120
2000	43	2,009,157	88	4,095,339	1990	53	5,240,500	118	6,323,900

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of September 7, 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	Working Group met August 16 th for first meeting.
4.	Feb. 8/17	Provide: support to the first responder transportation issues in Bamfield	A	Y/N	Wendy	Sept. 2017	Ongoing – met BCEHS, options provided on training First Responders received & being reviewed
5.	May 24/17	Work: with the City of Port Alberni and the Cherry Creek Fire Department on a new Automatic Mutual Aid Agreement and bring back for consideration by the Board	AV	Y/Y	Wendy	Aug. 2017	Agreement sent to Cherry Creek Improvement District for consideration.
6.	June 28/17	Proceed: the formation of a working committee to explore an Alberni Valley Training Center concept.	All		Wendy	Fall 2017	
7.	July 26/17	Explore: options for future delivery of Fire Coordinator services with the Alberni Valley Fire Departments and report to the AV Committee	All		Doug	Sept. 2017	
8.	July 26/17	Explore: options for future delivery of Emergency Coordinator services	All		Doug	Sept. 2017	

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of September 7, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		with the Alberni Valley and report to the AV Committee.					
9.	Aug. 23/17	Request: meeting with BC Hydro Senior Manager during the 2017 UBCM Convention to discuss Huu-ay-aht First Nation capacity of the lines for independent power projects and energy purchase agreements			Wendy H.	Sept. 2017	Done - Remove
10.	Aug. 23/17	Contact: four Regional Districts requesting a conference call to to appointing one member from all five RDs to the DFO Offshore Pacific Advisory Committee			Tracy/Wendy H.	Sept. 2017	Done – Remove
11.	Aug. 23/17	Conference call: with the DFO to discuss the position of the five Regional Districts with respect to appointing one member to the Offshore Pacific Advisory Committee			Tracy/Wendy H.	Sept. 2017	Done - Remove
12.	Aug. 23/17	Advertise: in local papers for the BC Ferry Authority Nomination process	All		Shellie	Sept. 2017	Advertising
13.	Aug. 23/17	Letter: to the participating areas to gain consent to the Board adopting the amending bylaw E1056-1 West Coast Multiplex Service Area Amendment, 2017	WC		Wendy	Sept. 2017	
14.	Aug. 23/17	Letter: to the Prime Minister of Canada thanking him for taking the time to meet with local government and First Nations officials during his recent trip to the west coast	WC		Wendy	Sept. 2017	

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of September 7, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
15.	Aug. 23/17	Letter: to Gord Johns, MP thanking him for assisting in arranging the meetings with the Prime Minister	WC		Wendy	Sept. 2017	
16.	Aug. 23/17	Draft: a report to the Board regarding the AVRA Expansion Project for the Sept. 13 th Board meeting	AV		Various staff	Sept. 2017	Board Agenda Sept. 13/17
FINANCE							
17.	May 24/17	Investigate: How other regional districts fund their invasive plant management strategy programs and provide options to the Board for consideration.	All	Y/N	Teri	Oct./17	In progress.
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	F	Y/Y	Teri	Spring 2018	
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) report information to design the	E		Teri	Winter 2017	

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of September 7, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		Asset Management plan for the service area					
21.	July 26/17	Investigate: if Ingenious Software is being used by the SLVFD and report back to the board.			Teri	Sept. 13/17	
22.	July 26/17	Advertise: RFP for audit services for five years starting with the audit for the year ending December 31, 2017			Teri		RFP closed Aug. 28/17. Reviewing proposals
23.	Aug. 23/17	Proceed with the hiring of an Asset Management Implementation Coordinator for a 12 month term.			Teri		In progress
ENVIRONMENTAL SERVICES							
24.	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
25.	Sept. 21/16	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		In progress
26.	Mar. 22/17	Prepare: Aircraft Operating Procedures for AVRA.			Mark/Janice		In progress Summer/Fall completion
27.	Mar. 22/17	Investigate: funding opportunities for the ACRD through the Rural Dividend Fund.	All		Janice	2017	Waiting for next intake to open.
28.	July 12/17	Apply for additional funding from the Alberni Valley Community Forest Legacy Fund for Airport Projects.			Andrew		Awaiting next round of applications
29.	Aug. 23/17	Letter to BC Parks concerning the poor condition of the boat ramp at	D		Janice		In progress

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of September 7, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		Sproat Lake Provincial Park and request they repair the dock					
30.	Aug. 23/17	Advise: the Friends of Rails to Trails' that the ACRD Board of Directors does not support their proposal at this time to convert rails to trails	AV		Janice		Done - Remove
31.	Aug. 23/17	Prepare: lease agreement for Lot 12 at the AVRA with Northern Lights Aviation Ltd. for a term of three (3) years .	AV		Janice		In progress
32.	Aug. 23/17	Prepare for signatures: Tseshaht First Nation/Alberni-Clayoquot Regional District Working Group Protocol agreement	AV		Heather		In progress
PLANNING							
33.	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 October
34.	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
35.	May 27/15	Re-designate: major/minor streams within all electoral area official community plan areas	Electoral Areas	Y/Y	Mike	Sept. 2017	Part of OCP amendments
36.	Oct. 5/16	EA Committee directed staff: Conduct public input sessions to garner community input into	Electoral Areas	Y/Y	Mike		October 2017

Alberni-Clayoquot Regional District
Staff Action Items to the Board of Directors as of September 7, 2017

#	Meeting Date	Action Item	Service Area	Priority/ Resources Y/N	Assigned	Target Date	Status/Recommendation
		options for dealing with short term vacation rentals					
37.	Nov. 9/16	Sign: Climate Action Charter & include cost implications in 2017 Budget	All	Y/N	Mike	Sept. 2017	Signed – Staff report prepared for the Fall.
38.	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
39.	June 28/17	Submit: Coulson’s land lease to the Provincial Subdivision Approving Officer for approval and once approved issue lease.			Mike		Sent to Approving Officer
40.	June 28/17	Extend: Coulson’s Licence of Use for 6 months for a sum of \$10.00.			Mike		In progress

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
OCTOBER 2017

DATE	MEETING	TIME & LOCATION	ATTENDEES
Wednesday, October 4 th	West Coast Committee Meeting	1:00 pm – Toquaht First Nation Administration Building, Ucluelet, BC	Committee, Staff
Thursday, October 5 th	Sproat Lake Vacation Rentals Open House	5:30 pm – Sproat Lake Community Hall	Public, Staff
Wednesday, October 11 th	Board of Directors Meeting	1:30 pm – Regional District Board Room	Board, Staff
	Regional Hospital District Meeting	Immediately following above	Board, Staff
Thursday, October 12 th	Bamfield Vacation Rentals Open House	5:30 pm – Bamfield Community School	Public, Staff
Wednesday, October 25 th	Board of Directors Meeting	1:30 pm – Regional District Board Room	Board, Staff

Issued: September 9, 2017